

City of Buckhannon Consolidated Public Works Board  
Meeting Agenda  
7:30 AM Thursday, March 26, 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: 02/26/2026
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests and Requests
  - a. Jody Light, President of the Almost Heaven BBQ Bash
    - i. Event Request June 18-20, 2026: Use of City Owned Properties, Facilities & Street Closure
  - b. Linn Baxa, President of the Upshur County Soccer Association
    - i. Event Request 2026 Season: Use of NBRFP Athletic Field
  - c. Amanda Hayes, Chair of the Upshur County Tobacco Prevention Coalition
    - i. Request Promotion of Tobacco Free Policy during Summer Events & at the Parks
7. Financial Report – Director of Finance, Amberle Jenkins
8. Department Report –Street Department & Parks Superintendent Brad Hawkins
9. Business Discussions
  - a. Event Request-South Buckhannon Mission Church Easter Egg Hunt on 04/05/26 at City Park
  - b. Event Request-One Unique Recovery House-End the Stigma Campaign on 05/02/26 at Jawbone Park
  - c. Event Request-Fred Brooks Garden Club Plant Sale on 05/04/26 at Jawbone Park
  - d. WVWC CCE's Animal Welfare WE LEAD Team Requests Permission to Organize a Dog Park Cleanup Event on 04/19/26
  - e. Event Request-Mountainside ABA-Summer Craft Fair Fundraiser on 06/06/26 or 06/13/26 at Jawbone Park
  - f. M.O.U for the City Maintenance & Use of Private Property located at 60 E Main St as Part of the Horticulture Program
  - g. Dog Park Evaluation & Proposed Projects
  - h. Schedule of Street Sweeping
  - i. Review, Evaluate, & Inventory All Informational Signage & Benches
10. Report of Events, Correspondence, and Information
  - a. Cemetery Mowing Agreement Seasons 2026-2028
  - b. City Owned Properties Mowing Agreement Seasons 2026-2028
11. Board Members' Remarks and Announcements
12. Declaration of Adjournment