

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

The Buckhannon City Council held a regular meeting on Thursday, September 3, 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	Absent
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	Shawn Young	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
Buckhannon Fire Chief	JB Kimble	Present
City Attorney	Tom O'Neill	Present - GTM
Director of Public Works	Ethan Crosten	Present
City Hall Office Manager	Barbara Hinkle	Present
Media:		
Channel 3	Dennis Cortes	Present
Record Delta	Noah Jeffries	Present
MyBuckhannon		Present - GTM

Guests: Ed Smith

*Council of the City of Buckhannon
Public Meeting Agenda
7:00 PM / Thursday, September 3, 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 08/20/2026
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
 - a. Ed Smith – American Legion
 - i. Proclamation-Patriot Week, September 11-18 2026
7. Financial Report – Director of Finance, Amberle Jenkins
 - a. Approval of Payment of Bills
 - b. Distribution of Audit Materials
8. Public Works Report – Director of Public Works, Ethan Crosten
 - a. Report of Zoning and Code Enforcement – Approval of Building and Wiring Permits
9. Fire Department Report – Chief J.B. Kimble
 - a. After Action Review 08/17/2026
10. City Attorney’s Report – Thomas J. O'Neill
11. New Business Discussions:
12. Council Members’ Remarks and Announcements
13. City Recorder’s Report, Remarks, and Announcements
 - a. Reports of Events, Correspondence, and Information
 - i. Residents Strongly Encouraged to Visit FEMA Disaster Recovery Center on Main St

- ii. Residents Reminded to Report Stream Debris Blockages Following Recent Flooding
- iii. Officials Stress Importance of Mold Remediation After Flooding
- iv. Buckhannon Source Water Protection Plan Public Meeting 09/10/2026 1:00pm at Public Safety Complex Training Room 22 S Florida St

- b. Colonial Arts Center Upcoming Events
 - i. Comedy Show featuring Lee Mays on 09/26/2026 7-8:30pm \$10 per ticket
 - ii. Five Dollar Guitar Lessons 09/08/26 & 09/22/2026 6:00pm
- c. The Event Center at Brushy Fork Upcoming Events
 - i. Upshur County Fire Fighters Association Public Meeting 09/10/2026 7:00pm
 - ii. Central WV Friends of the NRA- NRA 2026 Fundraiser 09/19/2026 6:00 pm

- 14. Mayor’s Remarks and Announcements
- 15. Executive Session, per WV § Code 6-9A-4, Personnel and Property Matters
- 16. Declaration of Adjournment.

*This agenda was certified by Mayor Robbie Skinner on August 31, 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:** The meeting was called to order at 7:00 PM by City Recorder Randy Sanders, serving as Chair in the absence of Mayor Robbie Skinner.
- 2. Moment of Silent Reflection:** Sanders invited all in attendance to join in a moment of silent reflection.
- 3. Pledge of Allegiance:** Sanders led the Pledge of Allegiance.
- 4. Approval of Previous Meeting Minutes: Regular 08/20/2026:** Recorder Sanders reported that the 08/20/2026 minutes had not yet been distributed. They will be reviewed at the next Council meeting.
- 5. Public Comment – Motion to Open & Close Requested:** Without objection, Recorder Sanders noted that no action on public comments was necessary, as no online participants were present and one guest was attending for a specific recognition.
- 6. Recognition of Guests:** Recorder Sanders invited Ed Smith to join him at the Council table.
 - a. Ed Smith – American Legion**
 - i. Proclamation-Patriot Week, September 11-18 2026:** Ed Smith, representing the American Legion, was recognized. Recorder Sanders delivered a Patriots Week Proclamation on behalf of Mayor Skinner, commemorating September 11–18, 2026, and honoring veterans and first responders. Photographs were taken for city records. Mr. Smith briefly addressed Council regarding ongoing veteran assistance programming.

Proclamation
“Patriot Week: Serving our Veterans”

As we remember the victims of 9/11 we must also provide for those who responded.

WHEREAS, those who have served our nation throughout its history have done so to insure all our freedoms; and

WHEREAS, many of those who served, now need our nation to serve them and

WHEREAS, we the people of the United States must care for our veterans in return for their sacrifices; and

WHEREAS, while our government strives to assist the veterans, we the people must do what we can as well; and

WHEREAS, America and its people must have a noble and appropriate way to accomplish this through serving those who served us; and

WHEREAS, this commemoration should be conducted from September 11 to September 18, 2026 throughout the City of Buckhannon to include:

- The demonstration of America's appreciation of those who have served our country;
- The assistance necessary to receive the care needed through the VA;
- The encouragement of brother/sisterhood with fellow veterans;
- The thanks of a grateful nation for the sacrifices of our service members;

NOW THEREFORE be it RESOLVED, as the Mayor of the City of Buckhannon, WV, that I am issuing this proclamation to memorialize those who have served our nation and that we are committed to serve them.

BE IT RESOLVED that this proclamation be publicized for all to see and know that the citizens of Buckhannon remember with eternal respect those who have served our nation and may now need assistance. Respectfully submitted on this 3rd day of September, 2026.

Robert Neal Skinner, III, Mayor
City of Buckhannon



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

Council 9-3-26

Balances August, 2026

General Fund mm checking \$1,498,290

Historic Landmark savings \$3,045

Stockert Youth Center capital/donations \$310,689

Police Forfeiture Acct \$2662

Coal Tax \$1,069

Municipal Stabilization Fund \$1,110,578

Flood Control Acct \$78,381

Consolidated Public Works Board \$27,141 Cemetery Funds \$249,397

Sales Tax \$1,577.715

Opioid Account \$8,136

Audit information

The entire audit document was submitted to each City Council member. It is 84 pages so it is not be included in the minutes, but anyone that needs a copy can contact City Hall.

The letters in the Council packet are:

Management Letter that needs sign by the Mayor, Recorder and myself. It explains the responsibilities of the audit firm and what they review in an audit. In their review of all financial records and random testing, they have no knowledge of fraud or noncompliance or deficiencies in financial reporting practices.

Letter of Communications to those charged with governance and the Communications of No Material Weakness. They found no findings.

Anyone that would have any questions concerning the audit are welcome to contact the audit firm of David L. Howell Certified Public Accountants from Belle WV, phone number 304-220-2319.

Mrs. Jenkins also presented the following to the Council:

a. Approval of Payment of Bills – Mrs. Jenkins had presented the bills during her report.

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

AUGUST 16-31, 2026 GENERAL FUND PAYMENT OF BILLS

\$5,979.98 – WV DEPT OF TOURISM – TYSON SQUARE CO-OP PACKAGE

\$1,320.09 – IN & OUT TIRE – TIRES FOR POLICE CRUISER #10

\$1,581.00 – ELKINS CHRYSLER DODGE JEEP – BRAKES & ROTORS FOR POLICE CRUISER #2

\$1,374.96 – FLEET PRIDE – FRONT BRAKES FOR E11 FIRE TRUCK

\$2,075.47 – S R MACHINE CO – DRIVESHAFT FOR S-10 STREET DEPT

\$4,770.00 – BENJAMIN LEE ARISMAN – 2 WEEKS OF MOWING CITY LOTS

\$1,616.00 – ACE MATERIALS –CONCRETE FOR CURBS & SEWER CUTS

\$3,166.56 – QUIKRETE CEMENT – BULK CEMENT FOR MIXING CONCRETE

\$10,413.38 – MONT LEVINE –STEEL PLATE & ANGLE FOR PUBLIC SAFETY TRAINING FACILITY

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	REGION VII PLANNING PDC	409-341-00	MAYOR'S SUPPLIES & M	ENG-GIS SERVICE JULY 2026	520.00
	CASTO AND HARRIS	409-341-00	MAYOR'S SUPPLIES & M	CITY CNCL MNTE BK 2026	243.94
	LEAF	409-341-00	MAYOR'S SUPPLIES & M	CH PRNTR LSE SEPT 2026	170.20
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF JULY & AUG RETRIEES INS	354.00
		409-105-00	MAYOR'S INSURANCE	GF AUG 2026 HEALTH INS	2,307.44
	LOWES BUSINESS ACCOUNTS/SYNC	409-341-00	MAYOR'S SUPPLIES & M	PCRD-FANS FOR CITY HALL	33.98
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	73.72
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	76.23
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	40.29
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	55.28
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	JUL 2026 CC FEES	2,900.80
	GENERAL FUND	409-341-00	MAYOR'S SUPPLIES & M	AUG 2026 LOC FEES	72.50
	MY BUCKHANNON	409-341-00	MAYOR'S SUPPLIES & M	PCRD-ANNUAL SUBSCRIPTION	22.25
		409-341-00	MAYOR'S SUPPLIES & M	CLERICAL HELP AD-8.14.26	550.00
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	141.94
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	33.20
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-LETTER OPENER PUTTY K	9.92
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-NAME PLATE SHAWN YOUN	4.27
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-STICKY TABS, PAPER TW	5.71
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-COLORED DIVIDERS	2.49
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-STORAGE BOXES DESK CA	98.45
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-A/C WINDOW SEAL KITS	58.47
	SANDERS & ASSOCIATES INC	409-341-00	MAYOR'S SUPPLIES & M	PDM,MBLE FILE CRTS,TVS-	475.00
	LOG ME IN - GOTOMEETING	409-341-00	MAYOR'S SUPPLIES & M	PCRD-GOTO MEETING ANNUAL F	48.00
	AT&T MOBILITY	409-211-00	MAYOR'S TELEPHONE	PCRD-JUL 26 CELL PHN & GEO	42.96

09-01-2026 06:06 PM

DISBURSEMENTS 08-16-26 TO 08-31-26

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	UPSHUR COUNTY CLERK	409-341-00	MAYOR'S SUPPLIES & M	RECORD DEED W/COLLEGE FEE	37.00
	FP FINANCE PROGRAM	409-218-00	MAYOR'S POSTAGE	AUG 2026 MAILER & INSERT P	94.30
	WV NEWS	409-341-00	MAYOR'S SUPPLIES & M	26-27 ANNUAL SUBSCRPTN	162.00
	AUTHORIZE.NET	409-341-00	MAYOR'S SUPPLIES & M	PCRD-JULY 2026 RECDISK CC	15.60
	BENVERIFIED	409-341-00	MAYOR'S SUPPLIES & M	PCRD-JUL 2026 BACKGROUND C	7.49
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	2,300.66
				TOTAL:	10,958.09
COUNCIL	WV PUBLIC EMPLOYEES RETIREME	410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	16.00
	THOMAS J O'NEILL	410-223-00	PROFESSIONAL (LEGAL)	SEPT 2026 ATTORNEY FEES	1,354.17
	INTERNAL REVENUE SERVICE	410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	62.00
		410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	14.50
	WEST VIRGINIA DEPARTMENT OF	410-567-00	CONTRIBUTE TO OTHER	TYSON SQUARE CO-OP PKAGE	5,979.98
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	1,000.00
				TOTAL:	8,426.65
RECORDER	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	9.37
	INTERNAL REVENUE SERVICE	411-104-00	RECORDER'S F.I.C.A.	FICA WITHHELD AND MATCHED	31.00
		411-104-00	RECORDER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	7.25
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	500.00
				TOTAL:	547.62
TREASURER	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF JULY & AUG RETRIEES INS	118.00
		413-105-00	TREASURER'S GROUP IN	GF AUG 2026 HEALTH INS	1.98
	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	34.87
		413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	34.87
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	27.02
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	6.32
	WV STATE AUDITOR	413-224-00	AUDIT	2025 FINANCIAL AUDIT	654.50
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	435.86
				TOTAL:	1,313.42
COURT	INTERNAL REVENUE SERVICE	416-104-00	POLICE JUDGE FICA	FICA WITHHELD AND MATCHED	44.80
		416-104-00	POLICE JUDGE FICA	MEDICARE WITHHELD & MATCHE	10.48
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	722.50
				TOTAL:	777.78
CITY ENGINEER	WV PUBLIC EMPLOYEES RETIREME	420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	74.54
		420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	74.54
	INTERNAL REVENUE SERVICE	420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	58.23
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	13.62
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	931.73
				TOTAL:	1,152.66
ZONING	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF JULY & AUG RETRIEES INS	118.00
		437-105-00	ZONING HEALTH INS	GF AUG 2026 HEALTH INS	495.98
	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	134.95
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	134.95
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	104.59
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	24.46

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	1,686.93
				TOTAL:	2,699.86
DATA PROCESSING	HEWLETT PACKARD FINANCIAL SE	439-230-00	DATA PROCESSING	SEPT 2026 PLOTTER RENT	78.90
	STRATEGY LLC	439-230-00	DATA PROCESSING	CH SEPT 2026 MICRO OFFICE	2.62
				TOTAL:	81.52
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110 088 782 062 70 E MAIN	1,405.05
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF JULY & AUG RETRIEES INS	118.00
		440-105-00	CITY HALL JANITOR IN	GF AUG 2026 HEALTH INS	1.98
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	112.57
	LOWES BUSINESS ACCOUNTS/SYNC	440-216-00	CITY HALL MAINTENANC	PCRD-DUCK TAPE 4X8 INS BOA	75.92
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CH PEST CNTRL AUG 2026	35.00
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	124.85
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	128.52
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	PCRD-MOPS PAPER TWLS TRASH	191.08
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	98.69
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	23.08
	AMAZON.COM	440-341-00	CITY HALL SUPPLIES	PCRD-PAPER TOWELS	33.86
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	1,606.50
				TOTAL:	3,955.10
POLICE	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF JULY & AUG RETRIEES INS	1,121.00
		700-105-00	POLICE DEPT. GROUP I	GF AUG 2026 HEALTH INS	9,839.80
	QUICK SLICK OIL CHANGE	700-343-00	POLICE DEPT. AUTO SU	OIL CHANGE CAR 5	27.70
		700-343-00	POLICE DEPT. AUTO SU	OIL CHANGE CAR 12	25.00
		700-343-00	POLICE DEPT. AUTO SU	OIL CHANGE CAR 9	24.99
	ON POINT ATHLETICS LLC	700-341-00	POLICE DEPT. MAT & S	T-SHRSTS&MUGS-YOUTH POL AC	430.00
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	JULY 2026 CAR WASHES	41.75
	SHEETZ	700-343-00	POLICE DEPT. AUTO SU	PCRD-FUEL CRUISER #8	62.91
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,544.69
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,634.79
	BUCKHANNON POSTMASTER	700-341-00	POLICE DEPT. MAT & S	PCRD-POSTAGE TO SHIP EVIDE	8.05
		700-341-00	POLICE DEPT. MAT & S	PCRD-POSTAGE TO SHIP EVIDE	8.05
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,181.82
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,308.04
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,209.21
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	516.68
	AMAZON.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-SUPER GLUE	8.48
		700-341-00	POLICE DEPT. MAT & S	PCRD-ORANGE PAINT INDEX CA	117.09
		700-341-00	POLICE DEPT. MAT & S	PCRD-2027 WALL CALENDAR	21.55
		700-341-00	POLICE DEPT. MAT & S	PCRD-FIRE EXTINGUISHERS	100.69
		700-345-00	POLICE DEPT. UNIFORM	PCRD-BOOTS DOUG LOUDIN	106.50
		700-341-00	POLICE DEPT. MAT & S	PCRD-DESK CAL REFILL GLOVE	247.10
	CORRIDOR H TIRE INC	700-343-00	POLICE DEPT. AUTO SU	FLAT TIRE REPAIR CAR 8	19.50
		700-343-00	POLICE DEPT. AUTO SU	PCRD-TIRES CAR #6	1,211.00
	AT&T MOBILITY	700-211-00	POLICE DEPT. TELEPHO	PCRD-JUL 26 CELL PHN & GEO	1,330.82
	SIRCHIE ACQUISITION COMPANY,	700-341-00	POLICE DEPT. MAT & S	PCRD-FINGERPRINT PWDR EVID	274.81
	IN & OUT TIRE	700-343-00	POLICE DEPT. AUTO SU	TIRES CAR 10	1,320.09
		700-343-00	POLICE DEPT. AUTO SU	TIRES TASK FORCE VEHICLE	551.48
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	203.73
	ROCKY FORK ENTERPRIZES, LLC	700-343-00	POLICE DEPT. AUTO SU	REPLACE VINYL CAR 9	485.00
		700-343-00	POLICE DEPT. AUTO SU	REPLACE ANTENNA-CAR 4	168.56
	ELKINS CHRYSLER DODGE JEEP R	700-343-00	POLICE DEPT. AUTO SU	BRAKES & ROTORS-CAR 2	1,581.00

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV CHAPTER OF FBI NATIONAL A	700-221-00	POLICE DEPT. TRAININ	PCRD-FBI NAA TRAINING CLAS	124.20
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	35,823.73
				TOTAL:	63,679.81
FIRE	LOUDIN INSURANCE AGENCY INC	706-226-00	FIRE DEPT. INSURANCE	VFD-VFIS 4TH QTR 2026	7,781.00
	AIRGAS USA, LLC	706-341-00	FIRE DEPT. MATERIAL	OXYGEN INDUSTRIAL	85.04
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF JULY & AUG RETRIEES INS	1,180.00
		706-105-00	FIRE DEPT. GROUP INS	GF AUG 2026 HEALTH INS	7,905.80
	GALLS LLC	706-345-00	FIRE DEPT. UNIFORMS	PCRD-EDGE TEC SHORTS-TANNE	36.17
	NAPA-AMTOWER AUTO SUPPLY	706-343-00	FIRE DEPT. AUTO SUPP	80W90 GREASE-E11	236.18
		706-343-00	FIRE DEPT. AUTO SUPP	DEF FLUID	184.90
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	FIRE PEST CNTRL AUG 2026	44.00
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	753.12
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	703.20
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,235.77
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,257.39
	S&S FIRESTONE INC/BESTONE CO	706-343-00	FIRE DEPT. AUTO SUPP	PCRD-TIRES FOR TRK 11	5,286.51
	WVU MEDICINE	706-341-00	FIRE DEPT. MATERIAL	LAB TEST-MARCUS MILLER	70.00
	FLEET PRIDE	706-343-00	FIRE DEPT. AUTO SUPP	FRONT BRAKES-E11 FLOOD	1,374.96
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,481.92
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	346.58
	AMAZON.COM	706-221-00	FIRE DEPT. TRAINING	PCRD-MANAGING DISCIPLINARY	31.96
	SANDERS & ASSOCIATES INC	706-341-00	FIRE DEPT. MATERIAL	TV/STAND	400.00
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	PCRD-JUL 26 GEOTAB	190.28
	MARIA POTTER	706-214-00	FIRE DEPT. TRAVEL EX	REIMB HTL&MILES TO PA	572.34
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	239.54
	CINTAS	706-341-00	FIRE DEPT. MATERIAL	FIRE-FIRST AID RESTOCK	8.03
	THE THREAD LAB	706-345-00	FIRE DEPT. UNIFORMS	PCRD-EMBROIDERY-SHIRTS & H	110.00
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-BFD CAP T-SHIRTS-BRIA	108.68
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-T-SHIRT LONG SLEEVE S	113.85
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	23,582.76
				TOTAL:	55,319.98
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	905.98
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	814.65
	RITE-WAY HEATING & PLUMBING	750-341-00	STREET DEPT. MAT & S	2" BLK NIPPLE FOR FUEL TA	6.75
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF JULY & AUG RETRIEES INS	1,180.00
		750-105-00	STREET DEPT. GROUP I	GF AUG 2026 HEALTH INS	8,669.84
	HARBOR FREIGHT TOOLS	750-343-00	STREET DEPT. AUTO SU	PCRD-WORK LGHTS FOR EXCAVA	114.98
		750-343-00	STREET DEPT. AUTO SU	PCRD-TRAILER ALIGNMENT JAC	388.95
	LOWES BUSINESS ACCOUNTS/SYNC	750-341-00	STREET DEPT. MAT & S	CLEANING SUPPLIES FOR SHO	177.90
		750-458-05	STREET DEPT PROJECTS	SAKRETE-NEW SRVCE JWBNE	275.30
		750-341-00	STREET DEPT. MAT & S	PCRD-DRILL BITS	65.94
	STATE EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	1 GAL OIL-KUBOTA TRACTOR	46.89
	S R MACHINE CO	750-343-00	STREET DEPT. AUTO SU	BUILT DRIVESHAFT FOR S-10	2,075.47
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,046.15
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	925.36
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	715.72
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	719.83
	JOHN BOGGESS dba VJG ASSOCIA	750-341-00	STREET DEPT. MAT & S	MESH BACK GLOVES	838.80
	CITIZENS BANK OF WV	750-459-00	STREET DEPT. CAPITAL STR	DEPT EXCVTR PYMT SEP 2	2,736.13
	FLEET PRIDE	750-343-00	STREET DEPT. AUTO SU	CENTER BEARING FOR S-10	116.99
	CRITES ELECTRICAL SUPPLY INC	750-458-05	STREET DEPT PROJECTS	2" PVC 90-JWBNE ELEC SRVC	25.06
		750-458-05	STREET DEPT PROJECTS	2" PVC LBS-JWBNE ELEC SRV	11.28

09-01-2026 06:06 PM		DISBURSEMENTS 08-16-26 TO 08-31-26			PAGE: 5	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,275.22	
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	298.24	
	AMAZON.COM	750-343-00	STREET DEPT. AUTO SU	PCRD-EXCAVATOR BUCKET SHIM	49.65	
	AT&T MOBILITY	750-211-00	STREET DEPT. TELEPHO	PCRD-JUL 26 CELL PHN & GEO	396.75	
	ROZELLE ENTERPRISES LLC	750-458-05	STREET DEPT PROJECTS	CURBS-POCAHONTAS ST	368.56	
	BENJAMIN LEE ARISMAN	750-341-02	CITY PROPERTY MOWING	MOW CTY LTS 8.10-23.26	4,770.00	
	CINTAS	750-345-00	STREET DEPT. UNIFORM	STR UNIFORMS 7.9.26	266.48	
		750-345-00	STREET DEPT. UNIFORM	STR UNIFORMS 8.13.26	266.48	
		750-345-00	STREET DEPT. UNIFORM	STR UNIFORMS 8.20.26	266.48	
		750-341-00	STREET DEPT. MAT & S	RESTOCKING FIRST AID KITS	65.16	
	ACE MATERIALS	750-458-05	STREET DEPT PROJECTS	CNCRTE-CRBS&SEW CUTS	1,616.00	
	HOPE GAS	750-213-00	STREET DEPT. UTILITI	230000160518 395 MUDLICK R	45.24	
	STRATEGY LLC	750-341-00	STREET DEPT. MAT & S	STR SEPT 2026 MICRO OFFICE	123.90	
	QUIKRETE CEMENT	750-458-05	STREET DEPT PROJECTS	BULK CMNT-MIX CNCRTE	3,166.56	
	KAUFMAN AUCTIONS	750-459-00	STREET DEPT. CAPITAL	PCRD-2009 FORD F-550 DUMP	1,471.50	
	L & G CONSTRUCTION EQUIPMENT	750-343-00	STREET DEPT. AUTO SU	PCRD-FLOWMETER & FREIGHT	1,878.00	
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	20,564.99	
				TOTAL:	58,747.18	
	STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 088 782 484 E MAIN ST	124.80
			751-213-00	STREET LIGHTS	110 100 156 733 107 E MAIN	110.25
		751-213-00	STREET LIGHTS	110 158 087 939 MAIN ST CA	27.53	
		751-213-00	STREET LIGHTS	110 160 309 701 31 S KANAW	26.48	
				TOTAL:	289.06	
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 087 174 485 S KANAWHA	34.57	
		752-213-00	TRAFFIC SIGNALS POWE	110 088 235 830 REGER ST	35.25	
	AMAZON.COM	752-230-00	SIGNS & SIGNALS	PCRD-STOP SIGNS	271.98	
				TOTAL:	341.80	
ARTS-THEATRE	B&H PHOTO & ELECTRONICS CORP	906-341-00	CAC SUPPLIES & EXPEN	PCRD-DIFFUSERS	150.66	
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	40.01	
	LOWES BUSINESS ACCOUNTS/SYNC	906-341-00	CAC SUPPLIES & EXPEN	PCRD-PAINT & PAINT STRIPPE	189.68	
		906-216-00	THEATRE MAINTENANCE/	BLTS,WSHR,-DOOR REPR CAC	24.58	
	DODSON BROS EXTERMINATING CO	906-216-00	THEATRE MAINTENANCE/	THEATRE PEST CNTRL AUG 202	102.00	
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	107.97	
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	109.11	
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	114.94	
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	26.88	
	AMAZON.COM	906-341-00	CAC SUPPLIES & EXPEN	PCRD-50' BRAIDED ROPE CABL	43.46	
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-PUTTY KNIFE DROP CLOT	22.46	
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-PAPER TWLS SCRAPER TO	52.85	
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-SANDING DISCS FOR CAC	20.23	
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-SANDING DISCS FOR CAC	57.75	
	SANDERS & ASSOCIATES INC	906-341-00	CAC SUPPLIES & EXPEN	CLTH RCKS,RED CRPT	247.50	
	MIRAGE SOUND COMPANY	906-216-00	THEATRE MAINTENANCE/	REPRS-WRELSS MIC SYS RACK	538.00	
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	1,853.92	
				TOTAL:	3,702.00	
	STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 084 592 119 SYC	1,388.04
			907-213-00	UTILITIES	110 084 767 208 79 MAIN S	13.51
A F WENDLING INC		907-341-00	MATERIALS & SUPPLIES	PAPER TOWELS-SYC	80.78	
LEAF		907-341-01	OPERATING EXPENSES	SYC PRNTR LSE AUG 2026	179.50	
		907-341-00	MATERIALS & SUPPLIES	SYC PRNTR LSE SEPT 2026	197.45	

09-01-2026 06:06 PM		DISBURSEMENTS 08-16-26 TO 08-31-26			PAGE: 6	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF JULY & AUG RETRIEES INS	472.00	
		907-105-00	GROUP INSURANCE	GF AUG 2026 HEALTH INS	2,900.90	
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	64.19	
	MICROSOFT STORE	907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC JUL 2026 SUBSCRI	13.38	
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	204.98	
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	194.21	
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	196.61	
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	186.61	
	WVU MEDICINE	907-341-00	MATERIALS & SUPPLIES	LAB TEST-MELISSA LOVE	70.00	
	WALMART STORES INC -BUCKHANN	907-341-00	MATERIALS & SUPPLIES	PCRD-12QT BUCKET AA WASH-W	44.85	
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	391.86	
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	91.63	
	AMAZON.COM	907-341-00	MATERIALS & SUPPLIES	PCRD-WATER FILTER	31.99	
		907-341-00	MATERIALS & SUPPLIES	PCRD-WATER FILTER	22.22	
		907-341-00	MATERIALS & SUPPLIES	PCRD-PAPER TOWELS	34.70	
	AT&T MOBILITY	907-211-00	TELEPHONES	PCRD-JUL 26 GEOTAB	53.67	
	SAMS CLUB	907-360-00	CAMP BUCANNEER SUPPL	PCRD-YOGURT,GRANOLA BAR SP	589.90	
		907-360-00	CAMP BUCANNEER SUPPL	PCRD-NAPKINS,TRASH BAGS CO	64.78	
		907-360-00	CAMP BUCANNEER SUPPL	PCRD-CAMP BUCCANEER SUPPLI	20.00	
	CINTAS	907-216-00	MAINTENANCE	SYC MATS & MOPS 7.20.26	121.85	
		907-216-00	MAINTENANCE	SYC MATS & MOPS 8.03.26	121.85	
		907-216-00	MAINTENANCE	SYC MATS & MOPS 8.17.26	84.73	
	DESIGN.COM	907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC PREMIUM WEBSITE	96.00	
		907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC WEBSITE BUILDER	108.00	
		907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC PREMIUM LOGO PAC	72.00	
		907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC DOMAIN NAME PRIV	40.00	
	BP GAS STATION	907-343-00	SYC AUTO SUPPLIES	PCRD- FUEL 2026 CHEVY VAN	94.18	
		907-343-00	SYC AUTO SUPPLIES	PCRD-FUEL 2026 CHEVY VAN	93.01	
	ALEXIS SEARS	907-341-00	MATERIALS & SUPPLIES	REIMB FOR DRIVERS LICENSE	35.00	
	IDENTOGO	907-341-00	MATERIALS & SUPPLIES	BACKGROUND CHECK RANDY JOH	37.25	
	**PAYROLL EXPENSES			8/16/2026 - 8/31/2026	6,319.94	
				TOTAL:	14,731.57	
	CONVENTION CENTER	WV PUBLIC EMPLOYEES RETIREME	910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	1.03
			910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	41.05
		INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	132.70
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	31.04	
AMAZON.COM		910-341-00	EVENT CENTER SUPPLIE	PCRD-100 PK PLASTIC UTENSI	44.89	
SANDERS & ASSOCIATES INC		910-341-00	EVENT CENTER SUPPLIE	CLTH RCKS,RED CRPT	247.50	
AT&T MOBILITY		910-213-00	UTILITIES-ADJUTANT G	PCRD-JUL 26 CELL PHN	51.16	
**PAYROLL EXPENSES				8/16/2026 - 8/31/2026	2,140.35	
				TOTAL:	2,689.72	
PUBLIC SAFETY	MON POWER	976-213-00	SAFETY COMPLEX UTILI	110 088 783 078 22 S FLORI	1,397.15	
	MONT LEVINE INC.	976-459-01	PUBLIC SAFETY TRAINI	4" CHNNL,1/8" PLTE-TRN FA	10,413.38	
	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	65.31	
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	POLICE PEST CNTRL AUG 2026	47.00	
	ROZELLE ENTERPRISES LLC	976-459-01	PUBLIC SAFETY TRAINI	BLD BRN ROOMS-LVE BRN TRN	3,994.63	
				TOTAL:	15,917.47	

b. Distribution of Audit Materials: Ms. Jenkins reported the completion of the 84-page annual audit by David Howell, CPA. The audit identified no findings, deficiencies, fraud concerns, or segregation-of-duties issues. The submission contained required management letters to be signed by the Mayor, Recorder, and Finance Director. An Audit Committee must be appointed at the next meeting to review proposals for the upcoming audit cycle. Several Councilmembers commended Ms. Jenkins for a clean audit. (Filed City A 411)

8. Public Works Report – Director of Public Works, Ethan Crosten – Mr. Crosten thanked Council for their support during his family’s challenges. He then provided the following report to the Council:

**Buckhannon City Council
Public Works Director Report
By: Ethan Crosten
September 3, 2026**

Public Works

- All crews assisted in flood cleanup around town, expediting the process for debris removal. Street and Waste Collection departments assisted in hauling debris from the County’s temporary dumpsite to the landfill in Bridgeport.
- We have ordered all network equipment for upgrades at the Public Works facilities.
- The department heads and departments did a great job the last couple months with the flood and while I had to be out.
- We met with Bear Contracting regarding the turn lane project, the start date is schedule for September 14th, with complete still scheduled for the end of November.

Street:

- We have completed electrical and water upgrades in Jawbone Park. This will allow vendors for festivals to set themselves. This makes the area vendors set up for the WV Strawberry Festival and Almost Heaven BBQ Bash similar to Madison Street lot and will save a significant amount of overtime and man hours during these events.
- We have begun patching for the fall, if there are any potholes needing attention please call City Hall and put in a work order while we are out.
- I have begun looking at streets to pave in October, I hope to have that list together this Fall.

Waste:

- We have a concrete pour scheduled for next Tuesday for the expansion of the loading dock. This will be the first of 3 pours which we are hoping increases the ability to move vehicles in and out of the transfer station more efficiently.
- Our most recent new hire started this week and has been getting along well.
- Tire Amnesty Day is scheduled for 9/19/26 at 395 Mudlick Road.
- There is a free paper shred event at the same location on 9/26/26.

Sewer:

- We have the Chestnut Street project approximately ¾ completed.. We will began moving up Walnut Street for the final stretch next week.
- A small extension was complete near Finks Run. This extension included a small lift station and connected 3 customers to our system.
- We have completed a storm sewer repair along Boggess Street and a sanitary sewer repair along Central Avenue.
- We are preparing to replace a secondary clarifier drive gear at the treatment plant. This will complete a series of projects related to the drive gear which have been giving us issues for several years.

Water:

- The water department has completed the central Avenue line upgrade. This replaced 700 feet of mainline and renewed approximately 15 service lines.
- The water department will be replacing a crossing at route 20 while the road is closed for the turn lane project.
- Potesta will begin preliminary site testing and surveys for the Water Treatment Plant project beginning in October.

Engineering:

- Charles W. Gibson Library Remediation Project – Only items remaining to be completed are the installation of two new vent pipes, various punch list items (punch list to be developed) and the final walkthrough with the roofing manufacturer for approval & warranty purposes.

- WVDOH Transportation Alternative Program (TAP) West Main Street / North Locust Street Sidewalk & Lighting Project – In speaking with the City’s WVDOH project manager, the WVDOH has not made any announcements on any 2025 TAP applications yet but decisions are expected before August 2026.
- WVDOH Transportation Alternative Program (TAP) North Locust Street Sidewalk & Lighting Project (Gateway North) – Due to the July 21 and 22, 2026 flooding event and the Substantial Damage Estimates (SDE) that are required as part of the flood recovery efforts, the design phase of the project has been put on a two-to three-month hold while I complete the SDEs. I requested the time extension because the SDEs took precedence over all of the other projects I’m working on and the WVDOH graciously granted the time extension.
- FEMA / WVEMD – E911 Addressing Project – FEMA & WVEMD review of the grant application is still ongoing and no decisions until after the August 31, 2026 FEMA review.
- Colonial Arts Center – Structural engineer is preparing an engineering design estimate and a budgetary estimate for the steel frame that would be required if the new unit is placed on the roof of the building.
- FEMA Substantial Damage Estimates (SDE) – Due to the July 21 & 22 flood event and as a requirement of the National Flood Insurance Program, I will be required to conduct SDEs on all 563 structures within the FEMA- designated Special Flood Hazard Areas Zone AE and Zone A that was, or may have been, affected by the flood event. However, for the past two weeks, I have been concentrating only on the structures that were reported to have suffered flood damage by the structure owners and were reported to both FEMA and the WVEMD (per the latest WVEMD damage database, there are 231 structures (41%) in either Zone AE or Zone A that incurred some degree of damage as a result of the flood event.

a. Report of Zoning and Code Enforcement – Approval of Building and Wiring Permits - The Building and Wiring Permits were circulated for review earlier that day and included in the Council packet.

Zuliani/Bucklew moved to approve the Building and Wiring Permits as presented. The motion carried with Mr. Reger abstaining.



Permit Fee Report #77026-#77051
08/20/2026 - 09/03/2026

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

77038	TraJen LLC	95 West Main ST	Rebuilders Commercial Restoration	Flood Event 7/21/26 Interior Repair	20,000.00	100.00	A Commercial Property	No		Yes	Zone AE	Yes-Elevation Cert. Not Required	No
77028	Community Care of WV	25 N Kanawha St	HIGH POINT CONSTRUCTION	New Construction -37,212 sq ft-Four Story-Integrated Health & Education Center. Signage 184.4 sq ft	19,924,784.90	19,924.78	A Commercial Property		8/24/2026	No	N/A	No	
					19,944,784.90	20,024.78							

Group Total: 2

Group: Commercial-Industrial (nonresidential)

77041	Hymes and Coonts	23 West Main St	APPALACHIAN ROOFING & SHEET METAL	TPO Overlay. Existing roof to remain intact	40,862.00	306.47		No		Yes	N/A	No	No
77038	TraJen LLC	95 West Main ST	Rebuilders Commercial Restoration	Flood Event 7/21/26 Interior Repair	20,000.00	170.00	A Commercial Property	No		Yes	Zone AE	Yes-Elevation Cert. Not Required	No
77028	Community Care of WV	25 N Kanawha St	HIGH POINT CONSTRUCTION	New Construction -37,212 sq ft-Four Story-Integrated Health & Education Center. Signage 184.4 sq ft	19,924,784.90	69,736.75	A Commercial Property		8/24/2026	No	N/A	No	
					19,985,646.90	70,213.22							

Group Total: 3

Group: Demolition

77045	Joshua/Joleen Bosley	386 Morton Ave	Christ In Action	Flood Event 7/21/26 Razing structure	20,000.00	20.00		Yes -If yes attach report	9/2/2026	No	Zone AE	Yes-Elevation Cert. Not Required	No
					20,000.00	20.00							

Group Total: 1

Group: No Charge

77045	Joshua/Joleen Bosley	386 Morton Ave	Christ In Action	Flood Event 7/21/26 Razing structure	20,000.00	0.00		Yes -If yes attach report	9/2/2026	No	Zone AE	Yes-Elevation Cert. Not Required	No
77046	Scott Thrain	167 Pocahontas		Flood Event 7/21/26 Kitchen repair	8,000.00	0.00		No		No	N/A	No	No
77048	Gerald Arey	190 Pocahontas St	COMFORT ECH LLC	Flood Event 7/21/26 HVAC replace/repair duct work	24,000.00	0.00		No		No	N/A	No	No
77049	Dawn Onesto	22 Pinnell St	Groggs Home Services	Flood Event 7/21/26 HVAC install Repair/Replace duct work	12,667.00	0.00		No		No	Zone AE	Yes-Elevation Cert. Not Required	No
77038	TraJen LLC	95 West Main ST	Rebuilders Commercial Restoration	Flood Event 7/21/26 Interior Repair	20,000.00	0.00	A Commercial Property	No		Yes	Zone AE	Yes-Elevation Cert. Not Required	No
77035	Linda Mealey	9 Gate St		Foundation repair/stabilization rear deck repair/stabilization interior subfloors replacement bedroom hallway dining room	20,000.00	0.00		No		No	Zone AE		No
77036	City of Buckhannon	17 Friendly Way	City of Buckhannon	New Electrical Service	0.00	0.00	A Commercial	No		Yes	Zone AE	Yes-Elevation Cert.	No

	Jawbone Park						Property					Not Required	
77037	City of Buckhan non Jawbone Park	17 Friendly Way	City of Buckhann on	New Electrical Service	0.00	0.00	A Commercial Property	No		Yes	Zone AE	Yes-Elevation Cert. Not Required	No
77032	Kitty Garden Daycare	11 Cleveland Ave	City of Buckhann on	Sidewalk replacement including /approaches to the street. See Street Dept billing invoice materials/la bor only	0.00	0.00		No		No	Zone AE	Yes-Elevation Cert. Not Required	No
77027	Laurie Adams	14 Pinnell St	Jerry K Murray	Flood Event 7/21/26 HVAC mini split elevating unit	23,800.00	0.00		No	8/20/2026	No	Zone AE	Yes-Elevation Cert. Not Required	No
					128,467.00	0.00							

Group Total: 10

Group: Residential (non-commercial)

77050	Connie Bradey	35 College Ave		12' x 10' Shed prefab	2,200.00	24.20		No	9/3/2026	Yes	N/A	No	No
77051	Stephani e Warner	176 Fayette St		Carport 12' x 30' over driveway	1,200.00	13.20		No	9/3/2026	No	N/A	No	No
77044	Mike Kuba	104 Fayette St	Gragg Constructio n	Basement Remodel	25,000.00	225.00		No		No	N/A	No	No
77049	Dawn Onesto	22 Pinnell St	Groggs Home Services	Flood Event 7/21/26 HVAC install Repair/Repl ace duct work	12,667.00	139.34		No		No	Zone AE	Yes-Elevation Cert. Not Required	No
77048	Gerald Arey	190 Pocaho ntas St	COMFORT ECH LLC	Flood Event 7/21/26 HVAC replace/repai r duct work	24,000.00	216.00		No		No	N/A	No	No
77046	Scott Thrain	167 Pocaho ntas		Flood Event 7/21/26 Kitchen repair	8,000.00	88.00		No		No	N/A	No	No
77047	Scott Thrain	157 S Kanaw ha St		6 Vinyl Fence	999.00	10.00		No	8/26/2026	No	N/A	No	No
77043	George and Karen Carver	19 Elizabeth h St	Mikes Kitchen & Bath	Tub to shower conversion	9,300.00	102.30		No		Yes	N/A	No	No
77042	Dakota Shipman	19 Monon galia St	BJ Contractin g	Install HVAC Upgrade 200 AMP service	30,475.00	274.28	B2 Single Family Residen tial (500 sq ft)	No		No	N/A	No	No
77039	Chuck Bucklew	59 Bogges s	JES BASEMENT SYSTEMS JES CONSTRUCT ION LLC	Installation of 1345 LNFT Drain Tile and 1 Sump Pump	9,912.19	109.03		No		No	N/A	No	No
77040	Rocky Cutright	27 West Lincoln St	JES BASEMENT SYSTEMS JES	Encapsulatin g crawspace	8,841.36	97.25		No		No	Zone AE	Yes-Elevation Cert. Not	No

			CONTRACTOR LLC									Required	
77033	Marsha Lee	22 Reger	WINDOW WORLD OF FAIRMONT	2 replacement windows	2,035.00	22.39		No		No	N/A	No	
77034	Franklin Harris	40 Meade St		6' vinly Fence	7,000.00	77.00		No	8/24/2026	No	N/A	No	No
77029	Bob Parker	168 Pocahontas	JFV Contracting	Tub Surround	3,000.00	33.00		No		No	N/A	No	No
77030	Randall Tenney	64 S Kanawha St	REGER COMPANIES, LLC	Reroof - Shingles	10,500.00	115.50		Yes -If yes attach report		Yes	N/A	No	No
77031	WVWC Chi Phi Fraternity	91 S Kanawha	REGER COMPANIES, LLC	reroof - shingles	22,040.00	198.36		Yes -If yes attach report		Yes	N/A	No	No
77026	Cameron Welch	16 W Lincoln	Mullen Plumbing heating and cooling	Multi zone 5 Zone mini split HVAC system, 36"x24" Pad back of house	24,341.00	219.07	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
77027	Laurie Adams	14 Pinnell St	Jerry K Murray	Flood Event 7/21/26 HVAC mini split elevating unit	23,800.00	214.20		No	8/20/2026	No	Zone AE	Yes-Elevation Cert. Not Required	No
					225,310.55	2,178.12							

Group Total: 18

Group: Residential Electrical Fee

77042	Dakota Shipman	19 Monongalia St	BJ Contracting	Install HVAC Upgrade 200 AMP service	30,475.00	100.00	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
77026	Cameron Welch	16 W Lincoln	Mullen Plumbing heating and cooling	Multi zone 5 Zone mini split HVAC system, 36"x24" Pad back of house	24,341.00	100.00	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
					54,816.00	200.00							

Group Total: 2

Group: Zoning Application Fee

77051	Stephanie Warner	176 Fayette St		Carport 12' x 30' over driveway	1,200.00	20.00		No	9/3/2026	No	N/A	No	No
77050	Connie Bradey	35 College Ave		12' x 10' Shed prefab	2,200.00	20.00		No	9/3/2026	Yes	N/A	No	No
77047	Scott Thrain	157 S Kanawha St		6 Vinyl Fence	999.00	20.00		No	8/26/2026	No	N/A	No	No
77028	Community Care of WV	25 N Kanawha St	HIGH POINT CONSTRUCTION	New Construction -37,212 sq ft-Four Story-Integrated Health & Education Center. Signage 184.4 sq ft	19,924,784.90	20.00	A Commercial Property		8/24/2026	No	N/A	No	
77034	Franklin Harris	40 Meade St		6' vinly Fence	7,000.00	20.00		No	8/24/2026	No	N/A	No	No

77026	Cameron Welch	16 W Lincoln	Mullen Plumbing heating and cooling	Multi zone 5 Zone mini split HVAC system, 36"x24" Pad back of house	24,341.00	20.00	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
					19,960,524.90	120.00							
Group Total: 6													
					60,319,550.25	92,756.12							

A question was raised about debris removal by the WV National Guard, and Recorder Sanders reported that approximately 19 FEMA Guard members remain active in Upshur and Lewis County. Residents should contact the Hope Hotline or Emergency Management Office to be added to the debris pickup list.

9. Fire Department Report – JB Kimble – Chief Kimble presented the August 2026 Fire Department Report, which included 104 calls for service, consistent with monthly averages. Insurance reimbursements received for flood-damaged equipment thus far included \$7,000 for Engine 11 flood-related mechanical cleaning and \$17,000 for Swift Water Team equipment losses. VFIS Insurance was commended for efficient processing.

a. After Action Review 08/17/2026 – Chief Kimble presented the After Action Review for the fire event at 2162 Brushy Fork Road, CAD #14685, BFD Incident #695, which occurred on 08/17/2026. His report included an overview of a dispatch delay, staffing levels, mutual aid response times, ladder deployment issues, Firefighter Shane Jenkins’ near-miss, and recommendations for training and mutual aid evaluation.



BUCKHANNON
FIRE DEPARTMENT
OFFICE OF FIRE CHIEF
22 S. Florida Street
BUCKHANNON, WV 26201
James Kimble
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© 304-613-1410

Date: August 17, 2026

After Action Review

CAD# 14685
BFD Incident # 695
Location: 2162 Brushy Fork Road

Call Received by 911:

- Call received at 13:19:07
- Call dispatch time: 13:22:44
- Total call taking time: 3 minutes 15 seconds

Station 1 (Buckhannon) response times:

- Unit 1150 (command) with staffing of 1
- 1150 responded at 13:24:54 (2min 10sec)
- 1150 arrived on scene at 13:29:29 (4min 35sec)
- Total time from call dispatched to on scene: 10 minutes
- Engine 11 (suppression) with staffing of 2 (Minimum)
- E11 responded at 13:24:58 (2min 14 sec)
- E11 arrived on scene at 13:30:32 (5min 34sec)
- Total time from call dispatched to on scene: 11 minutes 3 seconds
- Engine 1 (suppression) with staffing of 3
- E1 responded at 13:31:20 (8min 36sec)
- E1 arrived on scene at 13:37:41 (6min 21sec)
- Total time from call dispatched to on scene: 18 minutes 12 seconds

- Truck 11 with staffing of 2
 - T11 responded at 13:40:38
 - T11 arrived on scene at 13:47:22 (6min 44sec)
 - Total time from call dispatched to on scene: (27min 53sec)
- Buckhannon Station 1: Total staffing 9, 4 apparatus
- Station 2 (Washington District) response time:
- Tanker 1210 (water supply) staffing of 1
 - Tanker 1210 responded at 13:31:08 (8min 24sec) after dispatch
 - Tanker 1210 arrived on scene 13:46:11 (15min 3sec)
 - Total time from call dispatched to on scene: 23 minutes 27 seconds
- Station 2 total staffing (1) with one piece of apparatus
- Station 3 (Adrian) response times:
- Tanker 3 (water supply) staffing of 1
 - Tanker 3 responded at 13:35:07 (12min 23sec) after dispatch
 - Tanker 3 arrived on scene at 13:46:10 (11min 3sec)
 - Total time from call dispatched to on scene: 23 minutes 26 seconds
 - Squad 3 (pumper) staffing of 2
 - Sq 3 responded at 13:36:26 (13min 42sec) after dispatch
 - Sq 3 arrived on scene at 13:47:08 (10min 42sec)
 - Total time from call dispatched to on scene: 24 minutes 24 seconds
- Station 3 total staffing of 3 with two pieces of apparatus
- Lewis County Company 1 (Weston)
- Engine 14 (suppression) with staffing of 3
 - E14 was dispatched at 13:35:35
 - E14 responded at 13:37:35 (2minutes)
 - E14 arrived on scene at 13:52:21 (14min 46sec)
 - Total time from call dispatched to on scene: 16 minutes 46 seconds
- Lewis Company 1 totals: staffing of 3, one piece of apparatus

Hot wash topics and concerns:

- Access was not great
- 7000 square foot building
- Fire was on the third floor
- Lack of staffing
- Not meeting effective response force for this type of incident
- (Trapped firefighter out of air)
- Readiness of local mutual aid, basic skills training needed
- Response times
- Radio communications were garbled

Recommendations:

- Evaluate response times from mutual aid departments
- Evaluate mutual aid departments capabilities
- Evaluate available staffing
- Finish training facility to provide live fire training
- Finish training facility to provide basic fire skills to in county mutual aid
- Need for real life scenarios (low air emergencies in near zero visibility atmosphere)
- Training on crew resource guidance
- Evaluate physical fitness of all responders
- Evaluate current SOGs on structure response
- Evaluate dispatch time

10. City Attorney’s Report– Thomas J. O’Neill – Mr. O’Neill provided an overview his work on current property matters, including the Walk Trail property exchange with WV Wesleyan College has been completed; Stormwater project acquisition at 181 Camden Avenue finalized; Water Treatment Plant condemnation case: Court delayed commissioner appointment hearing until early December; does not affect project timeline with the demolition beginning October 1. Further legal matters reserved for the executive session.

11. New Business Discussions - None**13. Council Members’ Remarks and Announcements**

Robert Zuliani – Mr. Zuliani expressed appreciation for staff dedication and offered supportive comments to two department heads. He welcomed Public Works Director Ethan Croston back after his family’s medical emergency, saying it was great to see him back and that we were all thinking of him and his family. He also commended Finance Director Amberle Jenkins for her work on the FY26 audit.

Jack Reger – Councilman Reger offered congratulations, gratitude, and support to several departments and staff members. He congratulated Finance Director Amberle Jenkins and her team on completing a clean audit. He welcomed Public Works Director Ethan Croston back and expressed continued support for his family. He praised the Buckhannon Fire Department, noting their professionalism and dedication. He acknowledged Firefighter Shane Jenkins, expressing relief and gratitude for his recovery following the recent incident.

Scott Randall - Councilman Randall echoed earlier comments and offered strong support for the Buckhannon Fire Department, emphasizing the importance of continual training and firsthand knowledge of personnel capabilities. He stressed the value of knowing the abilities of those responding to emergencies. He concluded by reaffirming his confidence in the department.

Shawn Young: Councilmember Young echoed his colleagues' appreciation and offered support to multiple departments, organizations, and community partners. He noted the number of City staff and families who have faced challenges recently. He thanked the American Legion for attending and for their continued service. He also highlighted upcoming community events, reminding all that Labor Day weekend is coming up, and commended Mission Appalachia for its home giveaway this weekend. Finally, he thanked the labor organizations he represents for their rapid response to the recent flood, noting that he is part of the West Virginia AFL-CIO and the West Virginia State Building Trades, which stepped up with flood relief. They reached out to me immediately, and I know more small donations are coming to other local organizations now from both our local labor council and the state AFL-CIO, and the building trades have already given a lot.

Pamela Bucklew – Councilmember Bucklew offered several community-focused updates and expressions of appreciation. She clarified that the Mission Appalachia Home Giveaway will take place on Monday, September 7th at 3:00 p.m. in Jawbone Park. She also shared updates from the Downtown Decorating Committee and expressed enthusiasm for the return of the pumpkin scarecrow contest this fall. She noted that the event was a major success last year and encouraged broad community participation again this year. She added that Amanda Hayes will publish guidelines and that, with the Mayor’s permission, displays may extend to poles in Jawbone Park if downtown becomes fully decorated.

14. City Recorder’s Report, Remarks, and Announcements – City Recorder Sanders began by presenting his Report of Events, Correspondence, and Information:

a. Reports of Events, Correspondence, and Information

i. Residents Strongly Encouraged to Visit FEMA Disaster Recovery Center on Main Street

ii. Residents Reminded to Report Stream Debris Blockages Following Recent Flooding

iii. Officials Stress Importance of Mold Remediation After Flooding

iv. Buckhannon Source Water Protection Plan Public Meeting 09/10/2026 1:00 p.m. at Public Safety Complex Training Room, 22 S Florida St

b. Colonial Arts Center Upcoming Events

- i. Comedy Show featuring Lee Mays on 09/26/2026, 7-8:30 p.m. \$10 per ticket**
- ii. Five Dollar Guitar Lessons 09/08/26 & 09/22/2026 6:00 p.m.**

c. The Event Center at Brushy Fork Upcoming Events

- i. Upshur County Fire Fighters Association Public Meeting 09/10/2026 7:00 p.m.**
- ii. Central WV Friends of the NRA- NRA 2026 Fundraiser 09/19/2026 6:00 p.m.**

Recorder Sanders – Sanders then thanked everyone for a productive meeting and noted that the agenda included an executive session. He stated that, with no further business before Council, he would look for a motion at 7:55 p.m. to enter Executive Session to discuss personnel and property matters.

15. Executive Session, per WV § Code 6-9A-4, Personnel and Property Matters

At 7:55 pm, Bucklew/Zuliani moved to enter into an Executive Session per WV Code §6-9A-4 to discuss personnel& property matters. The motion carried.

At 8:50 pm, Zuliani/Young moved to exit the Executive Session. The motion carried.

Recorder Sanders noted that Mayor Skinner had participated in the Executive Session by phone. He also noted that at 8:50 p.m. Council exited the Executive Session, where discussion focused on personnel and property matters. No decisions were made.

16. Declaration of Adjournment - At 8:50 p.m., Sanders entertained a motion to adjourn the regularly scheduled meeting.

With no further business, the meeting was adjourned at 8:50 p.m. on a motion by Councilmember Zuliani.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
