

STATE OF WEST VIRGINIA; COUNTY OF UPSHUR; CITY OF BUCKHANNON; TO-WIT:

The Buckhannon Housing Enforcement Board held a regular meeting on July 20, 2026, at 5:30 pm in City Hall. The following people were present (GTM means attendance by GoToMeeting):

Mayor	Robbie Skinner	Present
Recorder	Randy Sanders	Present
City Council Member	Shawn Young	Present
Building Code Enforcement Officer	Vincent Smith	Present
City Engineer	Jay Hollen	Present
Upshur County Health Dept Officer	Sue McKisic; RN, BSN	Present
BFD Chief	J.B. Kimble	Absent
UC Safe Sites & Structures Rep	Jerry Wamsley	Present

Guests: Erin Dyer-GTM

City of Buckhannon Housing Enforcement Board
Meeting Agenda
5:30 PM Monday, July 20, 2026
Council Chambers | 70 East Main Street

1. Call to Order
 2. Moment of Silence
 3. Pledge of Allegiance
 4. Approval of Previous Meeting Minutes: 04/20/2026
 5. Public Comments – Motion to Open & Close Requested
 6. Recognition of Guests
 7. Department Report –Building Code Enforcement Officer, Vincent Smith
 - a. Ordinance #480 State Building Code Adoption 2024 Edition
 - b. Vacant Properties Case Status Report
 - c. Code Enforcement Case Status Report
 - d. Update Regarding the Progress of Properties of Primary Concern
 - i. 80 S. Kanawha Street - Appearance of Lot/Unsafe Structure/Pending Tax Sale
 - ii. 44 Thurman Avenue - Appearance of Lot
 - iii. 86 Randolph Street – Demolition
 - iv. 93 East Main Street- Posted Uninhabitable Signage
 - v. 44 Cleveland Avenue- Ownership
 - Ordinance #479 Purchase Property through Third Party Tax Sale
8. Business Discussions
9. Report of Events, Correspondence, and Information
 - a. Next HEB Meeting October 05, 2026
10. Board Members’ Remarks and Announcements
11. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on July 15, 2026. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/520841085>, or by phone, call: +1 (786) 535-3211, access code: 520-841-085.

- 1. Call to Order** - Mayor Skinner called the meeting to order.
- 2. Moment of Silent Reflection** - Mayor Skinner invited those in attendance to join in a moment of silent reflection.
- 3. Pledge of Allegiance** - Mayor Skinner led the Pledge of Allegiance.
- 4. Approval of Previous Meeting Minutes: 04/20/2026** – Mayor Skinner recognized that the meeting minutes of 04/20/2026 were available for consideration and asked for corrections or approval as presented.

Hollen/Skinner moved to approve the minutes of the 04/20/2026 meeting as presented. The motion carried.

5. Public Comment – Motion to Open & Close Requested

Hollen/Young moved to open Public Comments. The motion carried.

Mayor Skinner asked Erin Dyer, who was attending via GTM, if they had any comments, and they responded with no.

Young/Hollen moved to close Public Comments. The motion carried.

6. Recognition of Guests – There were no further guests to be recognized.

7. Department Report –Building Code Enforcement Officer, Vincent Smith - Mr. Smith presented his monthly report, including updates on building code adoption, vacant properties, and active enforcement cases.

a. Ordinance #480 State Building Code Adoption 2024 Edition– Mr. Smith reported that the State Fire Marshal has adopted the 2024 State Building Code, replacing the 2018 version. City Council has passed the first reading of the ordinance aligning the City with the new code; the second reading is scheduled for August 20, followed by a 30-day period before enforcement may begin. Jay will help the department obtain updated IBC reference materials.

b. Vacant Properties Case Status Report – Vacant properties have been reduced from 56 to 40, with six currently under permit or active rehabilitation.

Vacant Properties Meeting July 20, 2026

ON HOLD

- 1. Barbour St-Permit
- 2. Barbour St-Permit
- 3. Leonard St-Permit
- 4. Morton Ave-Permit
- 5. Monongalia St-New Owners
- 6. Randolph St-New Owners

ACTIVE

- 1. Chestnut St
- 2. Cleveland Ave
- 3. Cleveland Ave
- 4. East Main St
- 5. Elizabeth St
- 6. Factory St
- 7. Franklin St
- 8. Huffman Ln
- 9. Madison St
- 10. Morton Ave
- 11. North Florida St
- 12. North Florida St
- 13. Oklahoma Ave
- 14. Pocahontas
- 15. Putnam St
- 16. Randolph St
- 17. Randolph St
- 18. South Florida St
- 19. South Florida St
- 20. South Florida St
- 21. South Florida St
- 22. South Florida St
- 23. South Florida St
- 24. South Florida St
- 25. South Kanawha St
- 26. South Kanawha St
- 27. South Kanawha St

- 28. South Kanawha St
- 29. South Kanawha St
- 30. South Kanawha St
- 31. South Kanawha St
- 32. North Spring St
- 33. Thurman Ave
- 34. Thurman Ave
- 35. Upper Dr
- 36. West Lincoln St
- 37. West Victoria St
- 38. Wood St
- 39. Wood St
- 40. Zeno

c. **Code Enforcement Case Status Report** – Mr. Smith reviewed several active cases, including an unauthorized restaurant operation in a residential complex, which has been resolved with assistance from the Health Department. He also reported auto auction dust complaints: Operators have agreed to reduce equipment speed to mitigate dust.



HEB Case Status Report
04/15/2026 - 07/14/2026

Case Date	Case #	Parcel #	Parcel Address	Description	Main Status
7/13/2026	449	3-8-135	88 POCAHANTAS STREET	Operation of a Restaurant: Sabores De Boliva in a Residential Apartment Complex	Active
6/24/2026	445	3-9-13	60 BOGGESS STREET	Dear Mayor Skinner, The trash can in the attached photos at 60 Boggess St. sits by the curb 24 hours a day, seven days a week, 365 days a year. The young couple who live at the address are apparently too lazy to pull it back to the house or even to keep the lid on it. Yesterday, crows were scattering trash all over the place. I reported the issue to City Hall last year in person, but apparently no one contacted the couple. Please do something about this. It is a blight on the neighborhood. Best regards, Richard Wilt 58 Highland Drive	Active
6/15/2026	444	3-7-262	5 THIRD STREET	Collapsed Building on Paper Alley	Active
6/5/2026	443	3-11-251	110 RANDOLPH STREET	Foul Odor	Active
5/28/2026	442	3-4-177	34 EAST MAIN STREET	Potential Building Code Violations- Detailed Report with pictures from the Tenant is attached. Also Complaint Cockroach Infestation https://drive.google.com/file/d/1pPpf9_MmHG2tOV7WFMtcuo7ecw3CiY9/view?usp=sharing	Active
4/29/2026	438	3-26-1	38 AUCTION LANE	Creating Dust: Violation of Ord. 244 section 509 -14-f and Section 627	Active

d. **Update regarding the Progress of Properties of Primary Concern** – Mr. Smith reviewed the following properties

i. **80 S. Kanawha Street - Appearance of Lot/Unsafe Structure/Pending Tax Sale** - Family members have paid back taxes; title transfer expected mid-August.

ii. **44 Thurman Avenue - Appearance of Lot** - Ongoing police investigation following theft and vagrant activity. The owner has been advised to maintain the property; landscaping contacts were provided.

iii. **86 Randolph Street – Demolition** - After more than a decade vacant, the City acquired the parcel through tax sale and completed demolition.

iv. **93 East Main Street- Posted Uninhabitable Signage** - Posted Uninhabitable on July 6 due to lack of utilities; occupants were relocated with assistance from the Police Department.

DANGER

This Structure Is Declared Unsafe For Human Occupancy or Use. It is Unlawful For Any Person To Use or Occupy This Building After JULY 6, 2026 5:00 P.M.

**Any Unauthorized Person Removing This Sign
WILL BE PROSECUTED**

93 EAST MAIN STREET
BUCKHANNON WV 26201

Property Address

Vincent Smith

Code Official City of Buckhannon

Code: 108.1.1

Date: 07/06/2026

v. **44 Cleveland Avenue- Ownership** - Condemned structure sold for back taxes; new owner has agreed to transfer the property to the City. **Ordinance #479 Purchase Property through Third Party Tax Sale** - Ordinance 479 has been approved, and the City will proceed with demolition once the deed clears.

ORDINANCE NO. 479 OF THE CITY OF BUCKHANNON, AN ORDINANCE APPROVING THE PURCHASE OF THAT LOT OR PARCEL OF LAND FRONTING ON THE NORTH SIDE OF CLEVELAND AVENUE, WITH A COMMONLY KNOWN ADDRESS OF 44 CLEVELAND AVENUE, PRESENTLY TITLED IN THE NAME OF TERRY F. BEESON, AND SPECIFICALLY AUTHORIZING THE EXPENDITURE OF MUNICIPAL FUNDS FOR SAID PURCHASE

WHEREAS, Chapter 8, Article 12, Section 1 of the Code of West Virginia, 1931, as Amended, empowers The City of Buckhannon to purchase real property for any municipal purpose, and Chapter 8, Article 11, Section 3, Subsection (6) of said Code requires that the purchase of private property by a municipality shall be by ordinance; and,

WHEREAS, the Council of The City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia insofar as the acquisition and purchase of the captioned property is concerned.

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

The Mayor is expressly authorized and empowered to execute, acknowledge, and deliver on behalf of the City of Buckhannon any and all agreements or other documents as may be deemed reasonable or necessary to realize the City’s acquisition of that property with a commonly known address of 44 Cleveland Avenue; that said property appears on the tax rolls of the Assessor of Upshur County, West Virginia as being in **Corporation District, Tax Map 2, Parcel 93**.

Said parcel being that property appearing as Lot 44 as shown on a map of North Buckhannon Addition, of record in the Office of the Clerk of the County Commission of Upshur County, West Virginia in Plat Book 1, at page 7, said lot being situate on Cleveland Avenue; and further being that property conveyed unto Terry F. Beeson by deed of Randall L. Bonnell dated September 15, 2020 and of record in the aforesaid Clerk’s office in Deed Book 575 at page 411.

And further, to accept on the City’s behalf the delivery of a good and sufficient deed of conveyance from the said TERRY F. BEESON, to evidence the City’s purchase and acquisition of the captioned property.

The expenditure of an amount not to exceed \$5,000.00 is approved for payment of the property herein described.

This Ordinance shall be deemed effective thirty (30) days following the second (2nd) reading, passage, and adoption by the Council of the City of Buckhannon, (i.e., August 15, 2026).

FIRST READING	July 2, 2026
SECOND READING, PASSAGE AND ADOPTION	July 16, 2026

Robert N. Skinner, III, Mayor

CERTIFICATE OF PASSAGE AND ENACTMENT

I, Randall H. Sanders, Recorder of the City of Buckhannon, a West Virginia municipal corporation, do hereby certify that the foregoing Ordinance No. 479 was lawfully ordained and enacted by the Council of the City of Buckhannon during a regular meeting of the City Council on July 16, 2026.

Randall H. Sanders, City Recorder

- 8. **Business Discussions** - There were no additional business discussions brought before the Board.
- 9. **Report of Events, Correspondence, and Information** – Mayor Skinner reviewed the following with the Board.
 - a. **Next HEB Meeting October 5, 2026**
- 10. **Board Members’ Remarks and Announcements** – Mr. Young expressed his appreciation for being appointed to the Board.
- 11. **Declaration of Adjournment**

With no further business, the meeting adjourned at 5:49 p.m. on a motion by Hollen.

Mayor Robert N. Skinner III	_____
City Recorder Randall H. Sanders	_____