

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, FEBRUARY 21, 2023**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on February 21, 2023 at 6:00 p.m.

6
7 Meeting was called to order by Mayor Sara Wood-Shaw.

8
9 Invocation by Finance Director Karen Ankrom.

10
11 City Clerk Hewitt called the roll and the following Councilpersons were in
12 attendance: Chamberlain, DeWitt, Hickman, Hunt, Saunders, Vice Mayor Wood
13 and Mayor Wood-Shaw. Also present were City Manager Healy, City Clerk
14 Hewitt, Finance Director Ankrom, Secretary Jasenec, Chief Mitchell and City
15 Attorney White.

16
17 **MINUTES:**

18
19 **Regular Council Meeting of February 7, 2023.**

20 Councilwoman Hunt moved to approve the minutes of the Regular Council
21 Meeting of February 7, 2023, seconded by Councilwoman DeWitt. Motion carried
22 unanimously.

23
24 **GENERAL PUBLIC HEARING:**

25
26 * Robert Shilling, 317 Pine Avenue, spoke on behalf of the Moundsville Police
27 Officers saying council needs to give them a substantial increase to keep them in
28 Moundsville.

29
30 * Dennis Hall, 23 Oak Avenue, said police officers need more than a 5% increase.
31 He asked, concerning the sub-committee meetings, since council took no action on
32 the charter change what are they afraid of?

33
34 Mayor Wood-Shaw asked council members to consider moving the “Music In Our
35 Schools” Month proclamation next on the agenda.

36
37 **Discussion and Approval of a Proclamation Designating the Month of March**
38 **as “Music In Our Schools Month” by Encouraging Communities Across the**
39 **Nation to Focus on Music Education.**

40 Mayor Wood-Shaw and City Manager Healy was joined by Arts & Culture Board

1 member and Marshall County Music Teacher Kathy Fox. Councilman Saunders
2 moved to approve the Music In Our Schools Month Proclamation, seconded by Vice
3 Mayor Wood. Motion carried unanimously.

4
5 **CITY MANAGER ITEMS:**

6
7 **Report on Progress of New Municipal Building.**

- 8 1. Progress Meeting #13 was held today. On-site is the sub-contractor Menard
9 who is installing 176 foundation support piers. To date, 120 of these have been
10 drilled and filled with concrete. After completion, the next step is excavating and
11 installing the foundations.
12 2. The General Contractor is in the process of updating the construction schedule
13 to reflect the delays that were seen during the soil remediation.

14 **City Manager Healy provided the following report to council:**

15 **Personnel**

- 16 • Full-time positions open with the city currently include:
17 ○ Fire Department one position - open applications. The Civil
18 Service Board has decided that testing will be postponed again
19 due to only one application being received. That applicant will
20 be held for the next test.
21 ○ Police Department four positions – open applications. Another
22 test is scheduled for March 18th.
23 • Part-time positions needed include lifeguards and Recycling
24 Coordinator.

25 1. To date, we have closed out thirty-six ARP Grants totaling \$172,518.69 in grant
26 funds. Additional revenue to the city resulted from \$760.00 in Building Permits
27 and \$4,535.22 in B&O Taxes. Of those projects closed out, the following has been
28 done: sixty-two windows replaced, twelve doors installed, eleven roofs replaced,
29 eight gutter systems replaced, three porches repaired or replaced, three garage
30 doors replaced, two siding projects, two steps replaced, and one each of partial
31 roof, driveway repaired, sidewalks, fencing, and painting.

32 2. The project to replace the light poles at the Bronco Field at East End is
33 continuing. The first pole was raised today.

34 3. The Municipal League Conference was well attended, and much was gained
35 from the seminars and visits with the legislators. A seminar concerning current
36 Federal Funding that I attended may open doors for more grant funding for
37 community facilities. More about that information later as it develops. Numerous

1 bills were discussed, both for and against by the League. We are watching the
2 progress of these bills closely.
3 4. We had our first meeting of the Retention and Recruitment Committee on
4 February 8th, and a second meeting is scheduled for this Friday at 10:00. Ideas
5 from this committee will come to Council for discussion.
6 5. The Marshall County Chamber Expo is March 3rd and 4th. A Business After
7 Hours is being held on March 3rd. Please let Sara know if you would like to attend.
8

9 **OLD BUSINESS:**

10 **Other Items to be Discussed by Council.**

- 11 * Councilman Saunders reported expired vehicles parked on Gump property again.
- 12 * Councilwoman DeWitt hopes when the Retention & Recruitment Committee
13 meets again, they take into consideration the letter from Lt. Kosek asking for a 14%
14 increase in order to keep officers at the Moundsville Police Department. Mayor
15 Wood-Shaw assured Councilwoman DeWitt these items will be discussed at the
16 meeting on Friday and the information will be brought back to council.
- 17 * Vice Mayor Wood commended City Manager Healy on a great Year End report.
- 18 * Vice Mayor Wood asked for an update on the Jackson Street & Mulberry Avenue
19 Project. Manager Healy reported the drain pipe has been completed last week. They
20 removed most of the equipment from the area. They continue to work on the
21 concrete from the front parking lot to the rear parking lot.
- 22 * Councilman Chamberlain asked if Jack Tush has been able to survey Park Street?
23 Manager Healy said information was sent to Jack but he hasn't heard anything.
- 24 * Councilwoman Hunt said she is delighted to see the demolition progress at 117
25 Jefferson Avenue and 113 Jefferson Avenue.
- 26 * Councilman Saunders said the Moundsville Fire Department and Moundsville
27 Volunteer Fire Department did a great job at the fire on Third Street.

28
29 **NEW BUSINESS:**

30
31 **Discussion and Approval of a Resolution for the 2022-2023 General Fund
32 Budget Revision #3.**

33 Councilman Chamberlain moved to approve the resolution for budget revision
34 #3, seconded by Councilwoman DeWitt. Motion carried unanimously.
35

36 **Discussion and Award of the Jefferson Avenue Street Light Bids.**

37 Councilman Chamberlain moved to award the street light bids to Mosebach Electric
38 Supply in the amount of \$47,872.40, seconded by Vice Mayor Wood. Motion
39 carried unanimously.

1 **Discussion and Approval of a Resolution to Adopt a Conflict of Interest Policy**
2 **for Acceptance of Federal Funds Related to a Grant for 15 Body Cameras.**

3 Councilman Saunders moved to approve the resolution, seconded by Councilwoman
4 DeWitt. Motion carried unanimously.

5
6 **Receive and File the Moundsville Housing Authority Annual Report For Fiscal**
7 **Year 2022.**

8 Vice Mayor Wood moved to receive and file the annual report by the Moundsville
9 Housing Authority, seconded by Councilwoman Hickman. Motion carried
10 unanimously.

11
12 **Discussion and Approval of an Agreement with Comcast to Supply Fiber**
13 **Internet Service for the New Municipal Building.**

14 Councilman Saunders moved to approve the contractual agreement with Comcast,
15 seconded by Councilwoman Hunt. Motion carried unanimously.

16
17 **Discussion and Approval of Using the Buffer Account to Fund Fourteen**
18 **Additional Homeowner Improvement Grants.**

19 Councilwoman Hunt moved to approve \$64,016.92 from the buffer account to fund
20 fourteen additional Homeowner Improvement grants, seconded by Councilman
21 Chamberlain. Motion carried unanimously.

22
23 **Discussion and Approval of Adding a 5% Across-the-Board Pay Increase to the**
24 **Budget for City Employees.**

25 Councilman Chamberlain moved to approve a 5% pay increase in the budget for city
26 employees, seconded by Councilwoman Hickman. Councilwoman DeWitt
27 suggested increasing the percentage to 6%, however fellow council members were
28 not in favor of the increase until they can further discuss and have figures in front of
29 them. Mayor Wood-Shaw called for a voice vote. City Clerk Hewitt announced the
30 following tally. 5 yeas, 2 nays. DeWitt and Saunders voting nay. Motion carried.

31
32 **Discussion and Approval for Moundsville Historic Landmarks Commission to**
33 **Purchase 100 Banners for Approximately \$5,000.00.**

34 Councilwoman Hickman moved to authorize the Historic Landmark Commission
35 permission to purchase the banners, seconded by Councilwoman DeWitt. Motion
36 carried unanimously.

37
38 **Discussion and Approval of Changing Addresses on Oak Avenue from Park**
39 **Street to North Highland Avenue to Three Digits.**

40 Councilwoman DeWitt moved to change the addresses to three digits as

1 recommended by the USPS Address Management System, seconded by
2 Councilwoman Hickman. Motion carried unanimously.

3
4 **Discussion and Approval of a Resolution Authorizing the City of Moundsville
5 to Enter into a Commodity Master Agreement with Direct Energy Business
6 Marketing, LLC, for Natural Gas Service.**

7 Councilman Wood moved to authorize the City Manager to enter into a contractual
8 agreement with Direct Energy Business Marketing LLC, seconded by Councilman
9 Chamberlain. Motion carried unanimously.

10
11 **Discussion of Appraisal for Former Sanford Center Property.**

12 Councilman Wood moved to have an executive session for real estate matters,
13 seconded by Councilman Chamberlain. Motion carried unanimously.

14
15 **Other Items to be Discussed by Council.**

16 Councilwoman DeWitt moved to discuss at the March finance sub-committee
17 meeting, a 6% increase instead of the 5% increase, seconded by Councilman
18 Saunders. Motion carried unanimously.

19
20 **MAYOR ITEMS:**

21
22 **Discussion and Approval of a Proclamation Designating March 6, 2023 as
23 “Black Balloon Day” to Raise Awareness for Overdose Deaths in the Nation.**

24 Councilwoman Hunt moved to proclaim March 6, 2023 as “Black Balloon Day”,
25 seconded by Councilwoman DeWitt. Motion carried unanimously.

26
27 **Other Items to be Discussed by the Mayor.**

28 * Mayor Wood-Shaw highlighted employees Terry Roberts of the Moundsville
29 Water Treatment Plant, Brock Castilow and Tim Minor of the Waste Water
30 Treatment Plant for their great knowledge of the plants and operations. She said if
31 anyone has not had a tour of the plants, it is a must.

32 * Mayor Wood-Shaw thanked Councilwoman Hunt for helping with the free
33 calligraphy class that was sponsored by the Arts & Culture Commission.
34 Councilwoman Hunt provided all the desserts.

35 * Mayor Wood-Shaw announced the monthly Marshall County Post Overdose
36 Response Team Meeting is being held at the City of Moundsville Council Chambers
37 on Wednesday, February 22, 2023 at 3:00 p.m.

38
39 **COUNCIL ITEMS:**

40 * **Hickman** – Commended Water Superintendent Terry Roberts for keeping the

1 citizens updated on the water situation with issues from East Palestine OH.
2 * **Chamberlain** – Said, concerning the work the Retention & Recruitment
3 Committee is trying to do, we are really working very hard to do the best we can.
4 Decisions will come down to the numbers provided by City Manager Healy and
5 Finance Director Ankrom. We cannot solve the problem but we need to find a
6 resolution going forward so not to be behind in the future. Please let the committee
7 do its best work and come back to council with recommendations.
8 * **Wood** – Announced a Bill before the House that increases the daily cost of inmate
9 care for each person jailed by law enforcement from \$48.00 to \$54.00.
10 * **DeWitt** – Said, concerning Councilman Chamberlain’s discussion, that she did not
11 say the committee wasn’t doing a good job, she had only requested the committee
12 provided information in a timely manner.
13 * **Wood-Shaw** – Said, she agrees with Councilman Chamberlain, saying council
14 needs all of the information in front of them before a decision is made.
15 * **DeWitt** – Asked Finance Director Ankrom when the budget has to be sent into the
16 State? Ms. Ankrom said by March 28, 2023.

17
18 Regular Session recessed at 6:59 p.m.
19 Regular Session reconvened at 7:03 p.m.
20 Executive Session began at 7:03 p.m.
21 Executive Session recessed at 7:30 p.m.
22
23 Councilman Saunders moved to adjourn, seconded by Councilwoman Hickman.
24 Motion carried unanimously.
25
26 Meeting adjourned at 7:30 p.m.

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Sondra J. Hewitt, City Clerk

Sara Wood-Shaw, Mayor
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