

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, NOVEMBER 19, 2019**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on November 19, 2019 at 7:00 p.m.

6
7 Meeting was called to order by Mayor Phil Remke who also gave the invocation.

8
9 City Clerk Hewitt called the roll and the following Councilpersons were in
10 attendance: DeWitt, Haynes, Saunders, Vice Mayor David Wood, S. Wood and
11 Mayor Remke. Absent: Hunt. Also present were City Manager Healy, Police
12 Chief Mitchell, Asst. Fire Chief Kimple, Public Works Director Stocklask,
13 Building Inspector Richmond, Parks & Recreation Director White, CPA Goddard,
14 Attorney White and City Clerk Hewitt. Absent: Chief Brandon.

15
16 **MINUTES:**

17
18 **Regular Council Meeting of November 5, 2019.**

19
20 Councilperson S. Wood moved to accept and approve the minutes of the regular
21 council meeting of November 5, 2019, seconded by Councilperson DeWitt.
22 Councilperson Haynes made a correction on page 3 lines 16 & 17, should be
23 “Manager” Healy, not “Mayor”. The correction was moved and seconded as
24 amended. Motion carried unanimously.

25
26 **GENERAL PUBLIC HEARING:**

27
28 * Carl Boso, 305 10th Street, asked if council decided on what they were going to
29 do about the illegal burning on Kudlak’s 12th Street property? Attorney White said
30 the matter is strictly law enforcement and council has no input on the outcome.
31 Manager Healy said the investigation is complete and council will not discuss it in
32 the future. Mr. Boso said there was a report to 911 concerning of guns being shot
33 on the Kudlak property and nothing was done. He also asked about the guardrail at
34 South Park Trailer Court. Councilperson DeWitt said the guardrail is on private
35 property and the property owner has given the city a right of way through that
36 property but it is closed to thru traffic. Councilperson Saunders said he thought
37 city code required towing yards to install fenced in area for storage. He feels Mr.
38 Boso should remove his storage trailers on his 10th Street property and install a
39 fence.

1 **MANAGER ITEMS:**

2
3 City Manager Healy presented the following report to council:
4

5 1. The Selection Committee for the Architects listened to four excellent
6 presentations on Friday, November 8. After careful scoring, the Committee has the
7 final rankings of McKinley Architecture, Thrasher Group, CDI/L.R. Kimball, and
8 Silling Architecture. I will begin negotiations with the McKinley soon. Reminder
9 that the 5-G Process requires that negotiations commence with the highest ranked
10 firm. If an agreement cannot be reached, then you proceed to the next firm, and so
11 on. Once passed, you cannot return to that firm. I will continue to update Council
12 on the negotiations.

13 2. Major update on the software – things are moving along, with additions being
14 made regularly.

15 3. All of the houses scheduled for demolition have been taken down, and cleaned
16 up. The next round includes five to six structures.

17 4. During routine manhole inspections, a collapsed manhole was discovered at 7th
18 and Lockwood. This sanitary sewer line is 25’ – 30’ deep. This is considered an
19 emergency situation and a contractor has been hired to perform this dig and repair.
20 Repairs should begin tomorrow and are expected to take 3-4 weeks, with weather
21 pending. Traffic control blockades are currently up, and the Superintendent Bonar
22 has met with the Marshall County Bus garage to discuss the plans. The Sanitary
23 Board is asking for patience and to please watch out for workers in the area.

24 5. I gave three presentations over the past few weeks to the Lion’s Club, Rotary
25 Club, and Beta Sigma Phi. My presentation was a capsule of my first year as City
26 Manager, the improvements we have made by working together, and the outlook
27 for the future. These presentations are enjoyable as I welcome any opportunity to
28 spread the good word about Moundsville.

29 6. I have scheduled the training for the Planning Commission and Board of Zoning
30 Appeals training for Wednesday, January 22, 2020, starting at 5:00. This will be
31 an approximate three-hour training. Invitations will be going out to all members of
32 those Boards, their attorneys, secretaries, and Council next month.

33 7. I had a discussion with the West Virginia Development Office concerning the
34 Main Street and On-Trac Program. They are currently without a manager for that
35 program, and it is at a standstill right now. I have been added to their e-mail list,
36 and there is a possibility of a training after the first of the year that will help
37 explain the Program better and give up to date timelines. On-Trac is the first step
38 and they usually accept new communities every other year. I will update on this as
39 it becomes available.

40 8. Per Councilman Wood’s request, I am working on a report which will detail the

1 approximate amount of delinquent fees due to the City, and details on our
2 collection process and success. I hope to have the report done within the next
3 week.

4 9. DataMax report: to date we have collected \$29,202.17, which results in
5 \$14,601.09 for the coffers after payments.

6 10. I have applied for an amendment to our current Land & Water Conservation
7 Grant to cover the extensive remodel of both bath and shower rooms at the pool,
8 which will bring them, up to 100% ADA standards. Project cost estimate is
9 \$124,757.01, with Land & Water supplying 50% of the costs.

10 11. Reminder that the Marshall County Christmas Parade is this Saturday,
11 November 23, starting at 6:00 PM. I will be driving in the parade, and welcome all
12 Council members to come, as well. Councilperson Wood has volunteered to walk
13 along and pass out candy, and will need some assistance.

14

15 **OLD BUSINESS:**

16

17 **Discussion and Approval of an Ordinance Requiring Property Owners**
18 **Responsible for Pest Control. (Second Reading)**

19

20 Attorney White read the following ordinance by title only to be passed by council
21 on second and final reading:

22

23 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
24 **WEST VIRGINIA, REQUIRING PEST EXTERMINATION PRIOR TO**
25 **PRIVATE DEMOLITION OF A STRUCTURE WITHIN THE CITY OF**
26 **MOUNDSVILLE. (SECOND READING)**

27

28 Vice Mayor D. Wood moved to approve the above ordinance, seconded by
29 Councilperson Haynes.

30

31 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
32 tally. 6 yeas. Motion carried unanimously.

33

34 **Discussion and Approval of an Ordinance Adding a Sixth Member to the**
35 **Parks & Recreation Advisory Board. (Second Reading)**

36

37 Attorney White read the following ordinance by title only to be passed by council
38 on second and final reading:

39

40

1 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
2 **WEST VIRGINIA, ADDING A SIXTH MEMBER TO THE PARKS AND**
3 **RECREATION BOARD, WHICH IS AN ADVISORY BODY TO THE**
4 **COUNCIL OF THE CITY OF MOUNDSVILLE. (SECOND READING)**

5
6 Councilperson Saunders moved to approve the above ordinance, seconded by Vice
7 Mayor D. Wood.

8
9 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
10 tally. 6 yeas. Motion carried unanimously.

11
12 **Other Items to be Discussed by Council.**

13
14 * Councilperson S. Wood if there were still vacancies on the Design Review Board
15 and Housing Authority? And asked if there were other vacancies on other boards
16 or commissions? Manager Healy replied there are still vacancies on the Design
17 Review Board and Housing Authority as well as the Building Commission.

18
19 * Councilperson S. Wood reminded everyone of the Moundsville Arts & Culture's
20 fourth event "Christmas on the Avenue" on November 30, 2019 from 5-8 p.m. in
21 the BB&T parking lot at Fifth Street & Jefferson Avenue across from the Strand
22 Theatre. Tree lighting, pictures with Santa, horse drawn carriage, train rides,
23 ornament painting, cookies, hot chocolate and coffee. Volunteers are needed.

24
25 * Councilperson S. Wood announced paddle board yoga will be scheduling classes
26 at Four Seasons Pool this winter. Parks & Recreation Director White will be
27 available to answer questions.

28
29 * Councilperson S. Wood reported individuals driving into Wesley Park unaware it
30 is a dead end street. She requested Dead End signs at the entrance to Wesley Park
31 and additional locator signs. Manager Healy said he would provide a work order
32 for the Street Department to install those signs.

33
34 * Councilperson S. Wood said she received a complaint of large amounts of traffic
35 on the cemetery road between Cherokee Hills & Campground Road which is not
36 wide enough for two way traffic. She moved to discuss the issue at the Traffic
37 Committee meeting, seconded by Councilperson Haynes. Motion carried
38 unanimously.

1 * Councilperson Saunders announced a meeting has been scheduled for the Daddy
2 Daughter Dance which will be held on Saturday, Feb 1, 2020.

3
4 * Councilperson DeWitt commended Wilson’s Blacktop for a good paving job,
5 however, there is a couple areas where the new pavement transitions to the old
6 pavement that needs smoothed out.

7
8 * Councilperson DeWitt reported the no parking signs at Central Elementary are
9 not very legible. Manager Healy passed information onto Board of Education
10 Superintendent Shelby Haines but will speak with her again.

11
12 * Councilperson DeWitt asked if letters of interest will be requested for the newly
13 approve vacancy on the Parks & Recreation Advisory Board? Attorney White said
14 that decision is an informal policy so there is nothing in writing on the procedure.

15
16 * Vice Mayor D. Wood said since the state was going to provided 90% of the
17 Fostoria Bridge replacement cost, the city will provide 10% which is
18 approximately \$86,000.00. Manager Healy said the total cost included the design
19 cost which was actually over one million dollars. The construction cost was
20 \$860,000.00.

21
22 * Vice Mayor D. Wood asked if the house at Second Street and Sycamore Avenue
23 is on the demolition list? Building Inspector Richmond reported it was.

24
25 * Vice Mayor D. Wood asked Councilperson S. Wood if she would provide
26 council and the City Manager with an update on council’s accomplished goals.

27
28 * Vice Mayor D. Wood suggested since the City Manager is giving speeches and
29 talks at different organizational meetings, he could consider a “State of the City”
30 report.

31
32 * Vice Mayor D. Wood said he didn’t realize the large fan at Four Seasons Pool
33 was still being used. Parks & Recreation Director White said some like the fan,
34 others not so much, but it is used.

35
36 * Vice Mayor D. Wood also didn’t realize the Fire Department was using fire
37 hoses that are 43 years old. Manager Healy said he will consider funding in the
38 new budget.

39
40

1 * Vice Mayor D Wood highlighted on the Water Board minutes concerning the
2 possibility of increased water rates in the near future.

3
4
5 * Councilperson Haynes asked if the issue concerning a new RV Park on Arlington
6 Avenue has been resolved? Manager Healy said a meeting has been scheduled in
7 December.

8
9 * Councilperson Haynes asked City Manager Healy if he was pleased with Wilson
10 Blacktop's performance and service? Manager Healy said Wilson's have worked
11 extremely well with the city and have provided him with weekly progress reports.

12
13 * Councilperson Haynes reviewed the Sanitation Sub Committee minutes with
14 council and made the following recommendation to the Policy Sub Committee:

15 1. Discussion of Limiting Bulk Items and Calling Ahead for Bulk Item
16 Pickup. Committee recommends one large/bulk item per household per month at
17 no charge and a \$12.00 charge for extra items. Councilperson Haynes moved to
18 take to policy committee, seconded by Mayor Remke. Motion carried
19 unanimously.

20 2. Discussion of Construction Materials in Regular Trash Pick Up.
21 Committee recommends resident to be directed to call Republic Services if
22 construction material consists of shingles, concrete, concrete block or brick.
23 Councilperson Haynes moved to take to policy committee, seconded by
24 Councilperson Saunders. Motion carried unanimously.

25 3. Discussion of Cameras on Sanitation Property. Committee recommends
26 City Manager get quotes for cameras and a gate for the Sanitation property.
27 Manager Healy reported he was in the process of having camera's installed on
28 sanitation property.

29
30 **NEW BUSINESS:**

31
32 **Discussion and Approval of a Resolution to Authorize the City Manager to**
33 **Enter into a Lease Renewal Agreement with Chevron USA Inc.**

34
35 Councilperson S. Wood moved to approve the resolution entering into a lease
36 renewal agreement with Chevron USA, Inc., seconded by Councilperson Saunders.
37 Motion carried unanimously.

38
39 **Discussion and Approval of a Resolution to Authorize the City Manager to**
40 **Enter into an Agreement with WV DOT DOH Regarding a Construction**

1 **Project of the Fostoria Avenue Bridge Replacement in Moundsville.**

2
3 Councilperson Haynes moved to approve the resolution to enter into an agreement
4 with WV DOT DOH for Fostoria Avenue bridge replacement, seconded by
5 Councilperson DeWitt. Motion carried unanimously.
6

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

8
9 * Councilperson Haynes moved to have an executive session for personnel and real
10 estate matters, seconded by Vice Mayor D. Wood. Motion carried unanimously.
11

12 * Councilperson DeWitt announced the Temple Baptist Church is organizing a
13 program to help feed the homeless and hopes to have storage boxes built to provide
14 blankets, scarves, hats and gloves. There will be a meeting at the Temple Baptist
15 Church on Wednesday, November 20, 2019 at 6:00 p.m., for anyone interested in
16 helping.
17

18 * Councilperson DeWitt said, concerning a water rate increase in the future, that
19 the Water Board notify council before the increase is to be voted upon. Manager
20 Healy said he will keep the city up to date on the discussions.
21

22 * Councilperson DeWitt thanked Manager Healy for attending “Career Day” at
23 Central Elementary School. Manager Healy said the Fire Department was also
24 present.
25

26 * Councilperson Saunders asked Chief Mitchell is he received the new cruisers
27 yet? He has not but are supposed to be on their way.
28

29 * Councilperson Saunders said he thought holding facilities for Towing Services
30 are suppose to have fenced in lots? Building Inspector Richmond said he will
31 check the code.
32

33 **MAYOR ITEMS:**

34
35 * Mayor Remke thanked the Department Heads for the monthly reports but asked
36 for the Building Inspections Department to be included. He also asked for the
37 Police Chief to include towed vehicles.
38

39 * Consider a Mayor’s Proclamation in Celebration of American Legion Auxiliary
40 Centennial Day on November 20, 2019. Councilperson S. Wood moved to

1 consider November 20, 2019 American Legion Auxiliary Centennial Day,
2 seconded by Councilperson Haynes. Motion carried unanimously.

3
4 * Consider a Mayor's Proclamation for the Week of November 18 through
5 November 22, 2019 as American Education Week. Vice Mayor D. Wood moved
6 to consider November 18-November 22, 2019 as American Education Week,
7 seconded by Councilperson S. Wood. Motion carried unanimously.

8
9 * Consider a Mayor's Proclamation for the Week of November 24 through
10 November 30, 2019 as Christian Heritage Week. Councilperson Haynes moved to
11 consider November 24, 2019-November 30, 2019 as Christian Heritage Week,
12 seconded by Councilperson DeWitt. Motion carried unanimously.

13
14 **COMMITTEE REPORTS:**

15
16 **Discussion and Approval of Recommendations by the Finance Committee.**

17
18 1. Discussion of Sponsoring Fireworks Display. Committee recommends
19 increasing fireworks display budget to \$20,000.00.

20
21 Vice Mayor D. Wood moved to increase the fireworks display budget from
22 \$15,000.00 to \$20,000.00, seconded by Councilperson DeWitt. Mayor
23 Remke called for a voice vote. City Clerk Hewitt announced the following
24 tally. 4 yeas, 2 nays. Remke and Haynes voting nay. Mayor Remke asked
25 Manager Healy to meet with the Marshall County Commission for a
26 contribution.

27
28 2. Discussion of House Decorating Contest. Committee recommends
29 offering awards of \$100, \$50 & \$25. Contest to be judged on the evening of
30 December 13, 2019. Awards will be presented to winners at the December
31 17, 2019 regular council meeting. Vice Mayor D. Wood moved to proceed
32 with the Christmas House Decorating Contest, seconded by Councilperson
33 Saunders. Motion carried unanimously.

34
35 3. Discussion of Donation for Firefighters Local 543 to Sponsor Christmas
36 Safety Program. Committee recommends donate \$500.00. Vice Mayor D.
37 Wood moved to donate \$500.00 to the Firefighters Local 543 Christmas
38 program, seconded by Councilperson DeWitt. Motion carried unanimously.

1
2 4. Discussion of Donation for Kids & Cops Shopping to Sponsor Five
3 Children. Committee recommends donate \$500.00. Vice Mayor D. Wood
4 moved to donate \$500.00 to Kids & Cops Shopping program, seconded by
5 Councilperson Saunders. Motion carried unanimously.

6
7 5. Discussion of Request to Grant Additional Days off for Christmas Holiday
8 12/26 & 12/27. Committee recommends granting additional days off for
9 employees. Vice Mayor D. Wood moved to grant Thursday - 12/26 & Friday
10 - 12/27 as additional holidays for employees, seconded by Councilperson
11 Saunders. Councilperson DeWitt moved to amend the days by adding
12 Wednesday – 11/27 as an additional holiday, seconded by Councilperson S.
13 Wood. Motion carried unanimously. Mayor Remke called for a vote on the
14 original motion. Motion carried unanimously.

15
16 6. Discussion of Additional Clothing Allowance for City Employees.
17 Committee recommends authorize the additional clothing allowance same
18 amount as last year. Vice Mayor D. Wood moved to approve the additional
19 clothing allowance, seconded by Councilperson Saunders. Motion carried
20 unanimously. Councilperson DeWitt noted the amount was already budgeted
21 in the 2019-2020 finances.

22
23 **Discussion and Approval of Recommendations by the Traffic**
24 **Committee.**

25
26 1. Discussion of Free Meter Parking During Holiday Season in Business
27 District – Excluding Court House Area. Committee recommends to authorize
28 free parking during holidays from November 29, 2019 through January 1,
29 2020. Councilperson Saunders moved to approve free parking for the
30 holiday season, seconded by Councilperson S. Wood. Motion carried
31 unanimously.

32
33 **COUNCIL ITEMS:**

34
35 * **DeWitt** – Provided a check to Chief Mitchell for their “No Shave
36 November” program that sponsors the “Backpack” program for kids who are
37 in need of food during the days of no school. She challenged the rest of

1 council to do the same.
2 * Wished everyone a Happy Thanksgiving.
3 * **D. Wood** – Wished everyone a Happy Thanksgiving.
4 * **Haynes** – Feels a problem has arisen concerning WVU Glendale Hospital
5 flying patients that go to the emergency to WVU in Morgantown. Most
6 patients do not have the means to Morgantown for a follow-up appointments.
7 He would like to see a program that helps the citizens go to these
8 appointments. Councilperson S. Wood said the Marshall County FRN has a
9 transportation resource guide that lists about 10 non profit organizations for
10 appointments. It was also suggested Faith in Action, Carol Fuller may be
11 able to help.
12 * **S. Wood** – Asked when will council resume discussion on the Rental
13 Regulations ordinance? Manager Healy said he is looking at January.
14 * **DeWitt** – Commented on another issue citizens are having is finding a
15 facility that conducts fingerprinting/background checks. She suggested
16 Manager Healy look into the concern.
17 * **Manager Healy** – Congratulated Councilperson Sara Wood on her
18 engagement.
19 * **Remke** – Announced Knights of Columbus is sponsoring “Leap Hunger”
20 Saturday, February 29, 2020. He will forward the information to council.
21
22 Councilperson DeWitt moved to recess for 5 minutes, seconded by Vice
23 Mayor D. Wood. Motion carried unanimously.
24
25 Regular session recessed at 8:34 p.m.
26 Regular session reconvened at 8:40 p.m.
27 Executive session began at 8:40 p.m.
28 Executive session recessed at 9:02 p.m.
29 Regular session reconvened at 9:03 p.m.
30
31 Councilperson Haynes moved to adjourn, seconded by Mayor Remke.
32 Motion carried unanimously.
33
34 Meeting adjourned at 9:04 p.m.
35
36
37

1 Sondra J. Hewitt, City Clerk

Phil Remke, Mayor