

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, NOVEMBER 2, 2021**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on November 2, 2021 at 6:00 p.m.

6
7 Meeting was called to order by Mayor David Wood.

8
9 Invocation by Vice Mayor Judy Hunt.

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

16
17 **MINUTES:**

18
19 **Regular Council Meeting of October 19, 2021.**

20 Councilwoman S. Wood moved to approve the minutes of the regular council
21 meeting of October 19, 2021, seconded by Councilwoman DeWitt. Motion
22 carried unanimously.

23
24 **PRESENTATION:**

25 * Delegate Charlie Reynolds presented a \$3000 check for the East End Scoreboard
26 project. City Manager Healy, Mayor David Wood and Delegate Charlie Reynolds
27 received the check.

28
29 **GENERAL PUBLIC HEARING:**

30 * Carl Boso, 305 10th Street, complained of speeders on 10th Street and on the 12th
31 Street bridge. He feels the police department is not patrolling enough.
32 Councilman Wallace said he knows people speed on the side streets but also knows
33 that officers can not be every place at the same time.

34
35 **MANAGER ITEMS:**

36 * City Manager Healy presented the following report to council:

37
38 Personnel

- 39 • The Fire Department will be testing tomorrow and Thursday. We have four
40 potential candidates for the testing.

- 1 • The Police Department will be testing this Saturday. There are three
- 2 potential candidates.
- 3 • One part-time dispatcher has resigned. Applications are being accepted to
- 4 fill that position.

5
6 1. Introduction of “New Business Welcome Packet”.

7 2. Also, on your desks this evening is the report from Burgess & Niple regarding
8 the light poles at the Bronco Field at East End. Councilman Chamberlain had
9 requested these poles be inspected prior to being painted. You can read the report
10 at your leisure, but there are two poles that are recommended being
11 repaired/replaced. Timm Utt is collaborating with the structural engineers to
12 provide options for the repair of the poles.

13 3. Along with the Building Inspectors, I have been working with Belomar regional
14 Council to implement the CDBG Demolition Grant that we received. As the WV
15 Development Office continues to provide updated information on this grant, we
16 have been stalled in getting the program started. Due to some latest information,
17 the list we had planned to use needs to be revised. As a result of all of this, the
18 implementation is slow, but still moving forward.

19 4. I have previously told Council of the awarding of a \$600,000 Brownfields
20 Assessment Grant received by Belomar Regional Council. I was informed that the
21 asbestos demolition costs associated with the upcoming demolition project, can be
22 paid through the that grant, further stretching those demolition grant dollars.

23 5. I was advised by the Development Office that the On-Trac Program (the lead-in
24 program to main Street) is still not accepting new applicants. We remain on the
25 list to be advised when the program returns. They are expecting that to happen in
26 2022.

27 6. When the American Rescue Plan money was ready to be distributed to the
28 municipalities, it was required to actually apply for this money. It was noted at
29 that time that if you did not apply by a certain date, you would not be eligible, and
30 all funds left after that time would be distributed to those who did apply. This past
31 week we received that second distribution of \$2,898.02. That amount will be
32 deposited into the ARPA account which now totals \$1,823,847.28 (before any
33 vaccine incentive is deducted).

34 7. Speaking of the Vaccine Incentive Program, the first round of payments will be
35 distributed this week. This round includes forty-one city employees, eight from
36 Water, and eight from Sanitary. Based on those numbers, we are at approximately
37 50% of employees.

1 8. The Data Max collections for October were \$6,796.41, which nets the city
2 \$3,398.21. Since the inception of this program, data Max has collected
3 \$366,350.39, netting the city \$183,175.20. On the downside, collections of past
4 due utility bills by Data Max have been slow. To initiate garbage collection, we
5 have previously used the new service forms for water service, but they have
6 eliminated some of the items on their forms. To correct that, we have developed
7 new service forms for garbage that require additional information that makes it
8 easier for firms to collect, if need be. These forms started on November 1 and
9 should assist with collection of past due accounts.

10 9. Last Monday evening I spoke to a local Women’s Club. I spoke about the
11 progress we have made in demolition, paving, recreation, and Arts & Culture. The
12 theme throughout was partnerships and that success breeds success, proven by the
13 many grants we have received over the last few years. They were very
14 complimentary of City Council, and of the direction that Moundsville is moving.

15 10. Upcoming holiday events locally in Moundsville include: the Tree
16 Gala/Community Night, which unfortunately coincides with our Sub-Committee
17 Meeting next week; the Tree Gala Auction on Thursday, November 11, the
18 Christmas Parade on Saturday, November 20th at 2:00 PM; and Small Business
19 Saturday on the 27th.

20 11. The Chamber of Commerce is promoting “Support your local restaurant day”
21 on November 18th. Try to eat-in or order from a local restaurant that day. As the
22 Christmas shopping season begins, please remember to shop local!

23
24 Mayor D. Wood asked council for any questions to the City Manager:

25 * Councilwoman S. Wood asked if there was a specific project the \$3,000.00 grant
26 will fund? Manager Healy said the funds will be used in Parks & Recreation.

27 * Councilman Chamberlain asked if the Water Department will be handing out our
28 applications for garbage service? And will those forms be on the city’s website?
29 Manager Healy said the Water Department will direct the applicant to the City
30 Clerk’s Office to fill out the forms. Manager Healy said concerning the forms on
31 the website that neither the water applications or the garbage applications are not
32 on line.

33 * Councilwoman DeWitt said concerning recycling that certain city’s received
34 funds for recycling but did not see Moundsville listed. Manager Healy said cities
35 can only apply every two years. The City of Moundsville’s application cycle runs
36 through June 30, 2022.

1 * Vice Mayor Hunt noted working with a couple collection agencies in the past for
2 delinquent utilities but it seems to be difficult for them to collect those account as
3 compared to fines and costs. She encourages City Manager Healy and the staff not
4 to be disappointed during the collection process.

5
6 **OLD BUSINESS:**

7 **Discussion and Approval of an Ordinance Pertaining to Refinancing USDA**
8 **Bonds for the Moundsville Water Department. (Second Reading)**

9 Attorney White read the following ordinance by title only to be passed by council
10 on second reading:

11
12 **AN ORDINANCE AUTHORIZING THE REFUNDING OF THE ISSUER'S**
13 **OUTSTANDING WATER REVENUE BONDS, SERIES 2005 A AND THE**
14 **FINANCING OF THE COST THEREOF, NOT OTHERWISE PROVIDED,**
15 **AND PAYING COSTS OF ISSUANCE AND RELATED COSTS,**
16 **THROUGH THE ISSUANCE OF WATER REFUNDING REVENUE**
17 **BONDS, SERIES 2021 A (BANK QUALIFIED) OF THE CITY IN THE**
18 **AGGREGATE PRINCIPAL AMOUNT OF NOT MORE THAN \$4,300,000**
19 **PROVIDING FOR THE RIGHTS AND REMEDIES OF, AND THE**
20 **SECURITY FOR, THE REGISTERED OWNERS OF SUCH BONDS;**
21 **AUTHORIZING THE PREPARATION AND DISTRIBUTION OF A**
22 **PRELIMINARY OFFICIAL STATEMENT; AUTHORIZING THE**
23 **EXECUTION AND DELIVERY OF A TAX CERTIFICATE, AN OFFICIAL**
24 **STATEMENT, A BOND PURCHASE AGREEMENT, A CONTINUING**
25 **DISCLOSURE AGREEMENT AND OTHER DOCUMENTS;**
26 **AUTHORIZING THE SALE AND PROVIDING FOR THE TERMS AND**
27 **PROVISIONS OF SUCH BONDS AND ADOPTING OTHER PROVISIONS**
28 **RELATING THERETO. (SECOND READING)**

29 Councilwoman DeWitt moved to approve the above ordinance, seconded by
30 Councilwoman S. Wood. Mayor D. Wood called for a voice vote. City Clerk
31 Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

32
33 **Items to be Discussed by Council.**

34 * Councilwoman DeWitt questioned as to whether or not the city needs the Parks
35 & Recreation Advisory Board since they only have meetings quarterly. After some
36 discussion, Councilwoman DeWitt moved to discuss this subject at a policy
37 meeting, seconded by Councilman Chamberlain. Mayor D. Wood called for a
38 voice vote. City Clerk Hewitt announced the following tally. 5 yeas, 2 nays.
39 Saunders and Wallace voting nay. Motion carried.

1 * Councilwoman S. Wood suggested scheduling a Manager’s Workshop to discuss
2 ARPA fund requests. Manager Healy said he will schedule a workshop on
3 Tuesday, November 16 at 5 p.m. before the regular council meeting.

4
5 **NEW BUSINESS:**

6
7 **Discussion and Approval of an Ordinance to Adopt the Comcast Franchise**
8 **Contract. (First Reading)**

9 Attorney White read the following ordinance by title only to be passed by council
10 on first reading:

11
12 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
13 **GRANTING A FRANCHISE TO COMCAST OF ILLINOIS/WEST**
14 **VIRGINIA, LLC TO CONSTRUCT, MAINTAIN AND REMOVE A**
15 **TELEVISION SIGNAL RECEPTION AND DISTRIBUTION SYSTEM**
16 **UPON, ALONG AND ACROSS THE PUBLIC ALLEYS AND STREETS OF**
17 **THE CITY OF MOUNDSVILLE. (FIRST READING)**

18 Councilman Chamberlain moved to approve the above Comcast Ordinance,
19 seconded by Vice Mayor Hunt. Mayor D. Wood called for a voice vote. City
20 Clerk Hewitt announced the following tally 6 yeas, 1 nay. Saunders voting nay.
21 Motion carried.

22
23 **Discussion and Approval of a Resolution of the Council of the City of**
24 **Moundsville Authorizing the Purchase of Real Estate.**

25 Vice Mayor Hunt moved to approve the resolution for the purchase of real estate
26 property located at Rt.250/Waynesburg Pike in the amount of \$7,000, seconded by
27 Councilwoman S. Wood. Motion carried unanimously.

28
29 **Discussion and Re-Appointment to the Moundsville Building Commission.**

30 Councilman Chamberlain moved to re-appoint William Mentzer to the Moundsville
31 Building Commission, seconded by Councilwoman S. Wood. Motion carried
32 unanimously.

33
34 **Other Items to be Discussed by Council.**

35 * Councilman Chamberlain suggested council members hear from the Parks &
36 Recreation Advisory Board before making any decisions. He also suggested
37 minutes of all the committees, board and commission be provided to council.

38 * Vice Mayor Hunt said she and Councilwoman DeWitt are members of the
39 Employee Recognition Committee and would like to provide a pizza luncheon for
40 the employees. She expressed council’s sincere appreciation for the work the city

1 employees do.
2 * Councilwoman S. Wood asked if the welcome booklet will be on the city's
3 website? Manager Healy said he would look into that.
4 * Vice Mayor Hunt reported pot holes on S. Highland need filled.

5
6 **MAYOR ITEMS:**

7 * Mayor D. Wood requested the breakdown of the 1% Sales & Use Tax. Manager
8 Healy can email them to council.

9 * Asked City Manager Healy to distribute the evaluation forms to council.

10 * At a previous meeting, council asked the City Manager to work with McKinley
11 Architects to come up with some ideas to bring back to council for the new city
12 building.

13 * Mayor D. Wood asked for an update on the Sanford demolition. Manager Healy
14 said the demo bid was awarded but are working on removing items from the
15 building. Once we have removed everything a notice to proceed with the
16 demolition will be issued.

17 * Mayor D. Wood asked for an update on employee increases from the American
18 Rescue Funds. Manager Healy said increases can not be paid as a one-time
19 amount. Council would have to grant a pay increase for a certain amount of time.
20 This item will be discussed at the sub-committee meeting where council will be
21 provided options.

22 * Mayor D. Wood said the entrance into Cherokee Hill need repaired. Manager
23 Healy said David Lash assured him the paving will be complete in the first week of
24 November but Mr. Healy will call him to verify.

25 * Announced touring the Northwood facility will be on Thursday, November 18,
26 2021 at 5:00 p.m., for anyone who wants to attend.

27 * Mayor D. Wood reminded everyone to turn clocks back.
28

29 **COMMITTEE REPORTS:**

30 **Reports by the Finance Committee.**

31 The finance committee will meet on November 9, 2021 at 5:00 p.m.

32 **Reports by the Traffic Committee.**

33 The traffic meeting will follow the finance meeting.

34 **Reports by the Policy Committee.**

35 The policy meeting will follow the traffic meeting.
36

37 **COUNCIL ITEMS:**

38 * **DeWitt** – Suggested the possibility of obtaining the church at 11th Street &
39 Morton Avenue to be used as a facility for the homeless, to hold meeting for
40 recovery patients or sharing resources. She was told the church might be donated

1 to the Historical Society, maybe it could be donated to the city.
2 * Vice Mayor Hunt asked that council members receive a list of all organizations
3 that requested funding from the American Rescue Plan. Manger Healy will
4 provide a list.
5 * Councilman Saunders said concerning the Parks & Recreation Advisory Board
6 the members work very hard on projects and feels the advisory board is needed.
7 Councilman Wallace said he agrees with Councilman Saunders but feels council
8 wants to be informed as to what each committee is doing. Councilwoman DeWitt
9 only asked for this matter to be discussed because council is not receiving updates.
10 * Councilman Chamberlain is curious to know why only three contractors bid on
11 the construction of the new city building. City Manager Healy said he could ask
12 McKinley and provide to council.
13 * Councilman Chamberlain moved to discuss at the traffic meeting possibility
14 extending the yellow line at the corner of 9th Street and Lafayette Avenue when
15 traveling east onto Lafayette Avenue.
16 * Vice Mayor Hunt said she hopes Cherokee Drive gets paved soon.

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18 Councilman Chamberlain moved to adjourn, seconded by Vice Mayor Hunt.
19 Motion carried unanimously.

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21 Meeting adjourned at 7:14 p.m.

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Sondra J. Hewitt, City Clerk

David Wood, Mayor

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