

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, APRIL 4, 2023**

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

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

8
9 Invocation by Councilman Randy Chamberlain.

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 March 21, 2023.**

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

23
24 **GENERAL PUBLIC HEARING:**

25 * Nelson Hooker, 421 Clinton Avenue asked for an update on the Clinton Avenue
26 flooding issue. Manager Healy reported workers have been on Clinton Avenue
27 and discovered a large amount of silt in the 21” drain. Cleaning the drain will help
28 immensely. They have found a couple of places they can install more catch basins.
29 Mr. Hooker reported the manhole close to the bridge on the walking trail shows
30 raw sewage running into the stream. Also, he suggested dredging the creek around
31 the boy’s baseball field to help with water flow. Mr. Hooker then reported that
32 information he received concerning the Stormwater Fee saying it is a funded fee
33 when he was told it was an unfunded federal mandate. Manager Healy feels Mr.
34 Hooker has a cross in communication as to what is funded or unfunded. The
35 Stormwater Program is required and no funds are provided to operate the program
36 therefore, the fee was placed on the citizens.

37
38 * Dennis Hall, 23 Oak Avenue, said he owes council an apology when he said the
39 City Charter has not been updated for 65 years, it was actually 38 years. Mr. Hall
40 asked when signing a petition, do the citizens have to be registered voters or just

1 residents of the municipality? Attorney White said he will research that question.

2
3 **CITY MANAGER ITEMS:**

4
5 **Report on Progress of New Municipal Building.**

- 6 1. The Bi-Weekly Progress Meeting was held today. Currently on-site
7 subcontractors are performing block laying work and additional excavating.
8 Ironworkers will be on-site tomorrow to begin erecting the structural steel. Over
9 the next two-week period, the steel framework for the Fire Department should be
10 completed and the waterproofing of exterior sub-grade walls will be completed.
11 Back-filling will then be done both inside and outside, and the site brought to the
12 proper grade. All footers are in except the tower and communication area.
13 2. I provided you a letter from Eileen Mack, from &build, with information
14 regarding the delivery date for the main electrical panel.

15 **City Manager Provided the Following Report to City Council:**

16 **Personnel**

- 17 • Full-time positions open with the city currently include:
18 ○ Fire Department one position - open applications. The next test
19 date has not yet been set by the Civil Service Board.
20 ○ Police Department four positions – open applications. The next
21 test date is May 13.
22 ○ Corporal test will be given on June 8.
23 • Part-time positions needed include lifeguards. We are approaching a
24 critical state with lifeguards again. Please reach out to anyone you
25 think may be interested.
26 • Public Works – summer help advertisement will start this week.

27 1. Everyone should have received the link to set up Civic Plus. If you did not, let
28 me know after the meeting and I will check on it tomorrow. We did not have the
29 capacity to get the agenda completed this week. We will have it done for the April
30 18th meeting. I also sent the link to the training video today.

31 2. There was a scope of work meeting held last week for the Elm Avenue Bridge
32 Project. As previously reported, the Elm Avenue and Ash Avenue Bridges will
33 both be replaced, with the Division of Highways handling the entire project. Both
34 will be replaced at no cost to the city, with the state using funds from the
35 infrastructure Bill Act. The Fostoria Avenue Bridge scheduled completion date is
36 June 30, 2023.

- 1 3. The Drive-Thru Easter Event was held last Saturday at East End Park, with
2 approximately 200 children taking advantage of this free event. This year, we
3 added partners Uni-Care and the Parents as Teachers from the Northern Panhandle.
4 This gave us three stops for the vehicles that came through. Our plan is to continue
5 to expand this by bringing on additional partners. Thank you to all that helped
6 make this a success.
- 7 4. The pool has re-opened after the three-week closure and has been getting great
8 remarks. As you know, the pool was drained, cleaned and painted. A drain was
9 added to each shower room, walls were painted, and overall clean-up was done.
10 Again, thank you to the crew from the Northern Regional Jail that helped for six
11 days.
- 12 5. The Jefferson Avenue pole lights on the west side between 2nd and 3rd Street are
13 currently turned off. The location where the pole was clipped off by the vehicle
14 has created some arcing by water getting into the opening. ERB Electric has been
15 notified to come and diagnose/repair. Until repaired, those lights will remain off.
- 16 6. The 2023 Paving Project is advertised with bids to be opened on April 27th, at
17 10:00 AM.
- 18 7. HDL, formerly DataMax collection through for February totaled \$1,542.00,
19 netting the city \$771.00. Collections to date are \$454,652.75, netting \$227,326.38.
- 20 8. There are openings on the Building Commission, Historic Landmarks, and the
21 Planning Commission. Please contact me if you have interest in serving your city
22 on any of these boards.

23 **OLD BUSINESS:**

24
25 **Other Items to be Discussed by Council.**

26 * Councilman Saunders said he received a complaint that the police department
27 would not respond to a call on Myrtle Avenue. And received another complaint that
28 officers never responded to a call on Pine Avenue.

29 * Councilwoman Hunt said she feels the contractors did a fantastic job demolishing
30 the houses at 113, 113½ and 117 Jefferson Avenue.

31 * Councilman Saunders asked what was going to happen with the house next to the
32 one that burned on 7th Street? Manager Healy said he does not have any information
33 on what is going to happen because it would be between the owner and their
34 insurance company.

35 * Vice Mayor Wood asked for update on the former TV Repair store on First Street.
36 Manager Healy reported that property is on the state demolition list along with seven
37 other properties.

38 * Councilman Saunders received a complaint that a PA and OH plate vehicles are

1 parking along side of the Baker Avenue Laundry Mat and living in their vehicles.

2
3 **NEW BUSINESS:**

4
5 **Discussion and Approval of an Ordinance Creating a Joint Easement Between**
6 **1019 & 1103 Parriott Avenue. (First Reading)**

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

9
10 **AN ORDINANCE GRANTING AN EASEMENT FOR A PORTION OF A**
11 **CLOSED ALLEY BETWEEN CERTAIN PARCELS ON PARRIOTT**
12 **AVENUE IN THE CITY OF MOUNDSVILLE (FIRST READING)**

13 Councilman Saunders moved to approve the easement ordinance, seconded by
14 Councilwoman DeWitt. Mayor Wood-Shaw called for a voice vote. City Clerk
15 Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

16
17 **Discussion and Approval of an Ordinance to Increase Employee's Longevity**
18 **Pay. (First Reading)**

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

21
22 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
23 **WEST VIRGINIA, AMENDING AND REENACTING A PORTION OF**
24 **ARTICLE 155 OF THE CODE OF THE CITY OF MOUNDSVILLE,**
25 **RELATING TO POLICY PROVISIONS FOR EMPLOYEES OF THE CITY**
26 **OF MOUNDSVILLE, BY AMENDING AND REENACTING SECTIONS**
27 **TO PROVIDE FOR INCREASED LONGEVITY PAY. (FIRST READING)**

28 Councilman Wood moved to approve the ordinance, seconded by Councilwoman
29 Hunt. Manager Healy reminded council of the committee's recommendation was
30 to increase from \$75.00 to \$150.00 over a three year period. Councilwoman
31 Hickman moved to amend the ordinance to include the increase over a three year
32 period, seconded by Councilwoman Dewitt. Mayor Wood-Shaw called for a voice
33 vote on the amendment. All in favor of the amenment. Motion carried
34 unanimously.

35
36 Mayor Wood-Shaw then called for a voice vote on the original motion to include
37 the amendment. City Clerk Hewitt announced the following tally. 7 yeas. Motion
38 carried unanimously.

39
40 **Discussion and Approval of an Ordinance to Allow Health Insurance Coverage**

1 **for a Newly Hired Employee to Begin on the First Day of the Month Following**
2 **the Hire Date and Termination of Coverage on their Last Date of Employment.**
3 **(First Reading)**

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

6
7 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
8 **WEST VIRGINIA, AMENDING AND REENACTING A PORTION OF**
9 **ARTICLE 155 OF THE CODE OF THE CITY OF MOUNDSVILLE,**
10 **RELATING TO POLICY PROVISIONS FOR EMPLOYEES OF THE CITY**
11 **OF MOUNDSVILLE, BY AMENDING AND REENACTING SECTION**
12 **155.10(d) TO PROVIDE FOR NEWLY HIRED EMPLOYEES TO BE**
13 **ELIGIBLE FOR HEALTH INSURANCE THE FIRST DAY OF THE**
14 **MONTH FOLLOWING THEIR HIRE DATE AND FOR COVERAGE TO**
15 **TERMINATE ON AN EMPLOYEE’S LAST DATE OF EMPLOYMENT.**
16 **(FIRST READING)**

17 Councilman Saunders moved to approve the ordinance, seconded by Councilwoman
18 Hunt. Mayor Wood-Shaw called for a voice vote. City Clerk Hewitt announced the
19 following tally. 7 yeas. Motion carried unanimously.

20
21 **Discussion and Approval of an Ordinance to Provide One Week of Vacation**
22 **Upon the Employee’s Hire Date and Second Week Given at the Employee’s 1-**
23 **Year Anniversary. And to Modify Vacation Accrual Schedule to Add One**
24 **Week for Every Five Years of Service. (First Reading)**

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

27
28 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
29 **WEST VIRGINIA, AMENDING AND REENACTING A PORTION OF**
30 **ARTICLE 155 OF THE CODE OF THE CITY OF MOUNDSVILLE,**
31 **RELATING TO POLICY PROVISIONS FOR EMPLOYEES OF THE CITY**
32 **OF MOUNDSVILLE, BY AMENDING AND REENACTING SECTIONS**
33 **155.11(c) TO PROVIDE FOR NEWLY HIRED EMPLOYEES TO BE**
34 **ELIGIBLE FOR VACATION AND TO INCREASE VACATION ACCRUAL**
35 **FOR YEARS OF SERVICE. (FIRST READING)**

36 After a lengthy discussion on providing the first week and second week,
37 Councilwoman DeWitt moved to table until clarification is made, seconded by
38 Councilman Saunders. Motion carried unanimously.

39
40 **Discussion and Approval of an Ordinance to Increase Reconnect Fee from**

1 **\$25.00 to \$50.00. And Increase the Tap Fee from \$330.00 to \$750.00. (First**
2 **Reading)**

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

5
6 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
7 **WEST VIRGINIA, TO PROVIDE FOR AN INCREASE IN RECONNECT**
8 **FEES AND TAP FEES FOR THE MOUNDSVILLE WATER BOARD.**
9 **(FIRST READING)**

10 Councilman Chamberlain moved to approve the Water Board ordinance, seconded
11 by Vice Mayor Wood. Mayor Wood-Shaw called for a voice vote. City Clerk
12 Hewitt announced the following tally. 5 yeas, 2 nays. DeWitt and Saunders voting
13 nay. Motion carried.

14
15 **Re-Appointment to the Moundsville Sanitary Board and Stormwater Board.**

16 Vice Mayor Wood moved to re-appoint Joseph Richmond Sr., to the Moundsville
17 Sanitary and Stormwater Boards for a three year term, seconded by Councilman
18 Saunders. Motion carried unanimously.

19
20 **Other Items to be Discussed by Council.**

21 * Councilwoman Hickman reminded council members of the Community Education
22 & Engagement Committee “Conversations with Council” scheduled for April 25,
23 2023 from 5:30-7:00 p.m. at the Riverfront Park Shelter. Any council member and
24 citizen interested in attending may do so.

25 * Vice Mayor Wood made a comment to the increase of wages and benefits by
26 council to the employees saying these have been the most council has given
27 employees in one budget year than ever before.

28 * Councilwoman Hunt said concerning the employee health insurance hopefully
29 those changes will help in employee recruitment.

30 * Councilwoman DeWitt commented that she will not be attending the
31 “Conversations with Council” because she feels that council members meeting with
32 a quorum could cause someone to misinterpret a violation of the Sunshine Law.
33 Attorney White said as long as council members are not making decisions,
34 deliberating or giving opinions on issues of the city there shouldn’t be any problems.
35 Councilwoman Dewitt did mention if anyone from the Fourth Ward would like to
36 speak with her, she will gladly take their call.

37
38 **Legal Advertisements.**

39 Attorney White provided legal advertisements published in the local newspapers to
40 be received and filed by council. Councilwoman Hickman moved to receive and

1 file those publications, seconded by Councilman Chamberlain. Motion carried
2 unanimously.

3
4 **MAYOR ITEMS:**

5 * Mayor Wood-Shaw attended the Region 10 Transportation meeting and they were
6 working on a coordinated plan for Ohio, Marshall and Wetzel Counties that is
7 required by the Department of Transportation. OVRTA (Ohio Valley Regional
8 Transit Authority) was present to provide some numbers of the bus trails going to
9 RMH and WV DMV on Tuesday and Thursday. In January there were 64
10 passengers; February had 96; March showed 21 in the first two weeks. Please
11 continue to share this information on the bus trials.

12 * Mayor Wood-Shaw and Councilwoman Hickman attended the Central Sisters
13 Career Fair held at Central Elementary which focused on fifth grade girls. This was
14 a great opportunity to interact with the students and hear their young perspectives.

15 * Mayor Wood-Shaw announced some of the events sponsored by the Arts & Culture
16 Commission: May 6 Photography Session by Tony Wood; May 20 Spring
17 Appalachian Dinner; June 3 & July 8 Movie Nights (Maybe August 5); June 16 &
18 July 14 Jefferson Friday; June 25 an event partnered with the Marshall County FRN
19 for The National Alliance on Mental Illness; and the Parent Teachers program
20 focused on grandparents who are taking care of their grandchildren.

21 * Mayor Wood-Shaw will be available on April 18 at 5:00 p.m., to assist with council
22 members who need to access CivicClerk program.

23
24 **COUNCIL ITEMS:**

25 * **DeWitt** – Announced “Stop that Bus” by the Mojo and Street Moms who are
26 offering to pay bus fair to individuals who want to ride the bus to RMH or DMV.
27 This is in an effort to keep the transportation to these facilities.

28 * **Hickman** – Asked when the recycling will start their spring hours? Manager
29 Healy said he will find out the hours and let council know.

30
31 Councilman Saunders moved to adjourn, seconded by Councilman Chamberlain.
32 Motion carried unanimously.

33
34 Meeting adjourned at 7:23 p.m.

35
36
37
38 _____
Sondra J. Hewitt, City Clerk

Sara Wood-Shaw, Mayor