

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, DECEMBER 20, 2022**

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on December 20, 2022 at 6:00 p.m.

6  
7 Meeting was called to order by Mayor Judy Hunt.

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, Saunders, Vice Mayor Wood-Shaw,  
13 David Wood and Mayor Hunt. 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 December 6, 2022.**

20 Vice Mayor Wood-Shaw moved to approve the minutes of the Regular Council  
21 Meeting of December 6, 2022, seconded by Councilwoman Hickman. Motion  
22 carried unanimously.

23  
24 **Presentation of the House Decorating Contest Winners: 1<sup>st</sup> Place – Zach**  
25 **Smith; 2<sup>nd</sup> Place – Dennis Phillips; 3<sup>rd</sup> Place – Nicole & Brian McCulley.**

26 Mayor Hunt, Councilman Saunders and City Manager Healy presented the contest  
27 winners with awards.

28  
29 **CITY MANAGER ITEMS:**

30  
31 **Appointment to the Historic Landmark Commission.**

32 City Manager Healy announced that he reappointed Karen Baker, Carole Wood  
33 and Patricia Weinschenker to the Moundsville Historic Landmark Commission for  
34 a two year terms.

35  
36 **Report on Progress of New Municipal Building.**

37 1. Progress Meeting #9 was held this morning. Most discussion centered around  
38 the soil issue. I contacted Belomar for assistance and they are using a portion of  
39 their Brownfields Grant to pay for an Environmental Specialist to oversee this  
40 issue. She will be working closely with DEP and the Environmental Company

1 doing the testing Miller Environmental. With Christmas week being slow, I don't  
2 expect there to be any meetings with DEP until after January 1. However,  
3 AllProbe (out of Pittsburgh) is scheduled for Wednesday and Thursday, January 4  
4 and 5 to take soil and groundwater samples.

5  
6 **City Manager Healy Provided the Following Manager's Report to Council.**  
7 **Personnel**

- 8 • Full-time positions open with the city currently include:
  - 9 ○ Fire Department one position - open applications. Testing is
  - 10 scheduled for February 6 and 7.
  - 11 ○ Police Department four positions – open applications. Testing
  - 12 is scheduled for January 14.
- 13 • Part-time positions needed include lifeguards.

14 1. Signs for the American Rescue Plan recipients continue to be picked up and are  
15 seen throughout the city.

16 2. The Christmas Family Pool Party was held last Wednesday evening. We  
17 counted over 125 people in attendance. All guests received free admission, drinks,  
18 pizza, and snacks. All kids received a gift bag from Santa. Councilman Wood  
19 stopped by, and I told him that there are not many towns where you can have a  
20 pool party in December, and have everything free, as well!

21 3. I received an e-mail from the Department of Environmental Protection, REAP  
22 Program this afternoon. The letter started "Congratulations on being a recipient of  
23 a 2023 REAP Recycling Assistance Grant from the West Virginia DEP". This  
24 means the Recycling Program will continue being subsidized through the end of  
25 2023. The revised program will include glass recycling pick-up. The grant will be  
26 used to assist with wages, conference travel, cardboard and paper roll-off  
27 pickup/exchange, glass pickup, advertising, and office supplies to support the  
28 City's recycling program.

29 4. Our Annual Employee Christmas Luncheon was held last Wednesday. I would  
30 again like to thank the Moundsville Volunteer Fire Department for the use of their  
31 facility. The employees appreciated the lunch and expressed their thanks.

32 5. Openings remain on the Planning Commission, Historic Landmarks, and the  
33 Building Commission. Please reach out to anyone that you think may be interested  
34 in applying and ask them to contact me.

35 6. I would like to thank Mayor Hunt for her service this year. It has been a  
36 pleasure working with you. I think we all agree that Moundsville is moving in a  
37 great direction, and it takes all of us working together to make it happen.

1 7. Thank all of the Council for their support during 2022 and I wish you all a very  
2 Merry Christmas. Spend time with your families. Life is fleeting, take time to  
3 enjoy! To the city employees – have a Merry Christmas and thank you for all you  
4 do every day serving our citizens. To our residents, may you all enjoy the Holiday  
5 Season. Thank you all.

6  
7 **OLD BUSINESS:**

8  
9 **Other Items to be Discussed by Council.**

10 \* Councilman Saunders asked if Manager Healy has heard any new from the Thorn  
11 Avenue property? Manager Healy said he has not.

12 \* Vice Mayor Wood-Shaw asked Manager Healy for an update on the burned  
13 trailer referred to by Mr. Tom Quinn on Division Street. Manager Healy said the  
14 trailer was on the list for the next round of demolitions. It was on our list for the  
15 grant, but later discovered that trailers are not eligible for the grant. It will be  
16 demolished by the city using city demolition funds.

17 \* Vice Mayor Wood-Shaw followed up on the Christmas on the Avenue event  
18 saying approximately 700 people were in attendance throughout the 5-8 time  
19 frame. She wanted to thank the following sponsors who donated between \$50-  
20 \$250: Moundsville Rotary Club, WesBanco, Main Street Bank, Dave & Cindy  
21 Bougher, Marshall County Schools, Sleep Inn & Suites, WV Northern Community  
22 College, DJ Keith Schreve, Berry Kessler Cruthchfield Taylor and Gordon, Ladies  
23 League of Marshall County, NCLP Services. Vice Mayor Wood-Shaw also  
24 thanked the commission members, the Moundsville Street Department, Chief  
25 Mitchell, Councilman David Wood, Volunteers from FRN and City Manager  
26 Healy, Beth Healy and family, and Secretary Sara Jasenec.

27 \* Councilman Wood announced the Family Pool Party event at Four Seasons pool  
28 was outstanding.

29 \* Councilman Wood asked if Manager Healy has scheduled a workshop for  
30 dilapidated structures. Manager Healy said before a council meeting in January.

31 \* Councilman Wood asked for an estimation as to council member's technology  
32 and meetings. Manager Healy hopes to be up and running sometime in March.

33 \* Councilwoman Hickman thanked Councilman Chamberlain for attending the  
34 OVRTA board meeting and keeping council members informed.

35 \* Councilman Chamberlain reported OVRTA's trail run was directed more toward  
36 Wheeling residents and getting them to WVU Reynolds and WV DMV, however

1 they did leave the door open for a regular trail run in the future but did not say  
2 when they may consider that.

3 \* Mayor Hunt said the evening was perfect for the Christmas on the Avenue event.  
4 We received a lot of compliments.

5  
6 **NEW BUSINESS:**

7  
8 **Election of Mayor & Vice Mayor.**

9 Mayor Hunt announced before going into the nominations, that she has chosen not  
10 to run for a second term due to personal issues and said, “serving as Mayor for the  
11 City of Moundsville and representing the citizens has been very enjoyable and  
12 considered the position as a serious privilege serving as Mayor”. She also thanked  
13 city council for their support and confidence.

14  
15 Mayor Hunt opened the nominations for the 2023 Mayor, moved by Councilman  
16 Chamberlain and seconded by Councilwoman DeWitt. Motion carried  
17 unanimously. Councilwoman Hickman nominated Sara Wood-Shaw, seconded by  
18 Councilman Chamberlain. Motion carried unanimously. Councilman Wood  
19 moved to close the nominations, seconded by Councilwoman Hickman. Motion  
20 carried unanimously.

21  
22 Mayor Hunt opened the nominations for the 2023 Vice Mayor, moved by  
23 Councilman Chamberlain and seconded by Vice Mayor Wood-Shaw. Motion  
24 carried unanimously. Councilman Chamberlain nominated David Wood, seconded  
25 by Councilwoman DeWitt. Motion carried unanimously. Councilwoman  
26 Hickman moved to close the nominations, seconded Councilman Chamberlain.  
27 Motion carried unanimously.

28  
29 \* Councilman Chamberlain thanked Mayor Hunt for the job she has done and  
30 commended her on her leadership.

31 \* Vice Mayor Wood-Shaw commended Mayor Hunt on being very articulate at the  
32 meetings and handling anything that would come her way.

33 \* Councilman Wood commended Mayor Hunt saying she did a fine job as Mayor.

34 \* Councilwoman DeWitt agreed with members of council saying Mayor Hunt did  
35 a fantastic job and has enjoyed working with her. She congratulated the new  
36 Mayor and Vice Mayor and looks forward to working with them.

1 **Discussion and Approval of a Zone Change Ordinance from R-2 to C-1**  
2 **at 1417 Twelfth Street. (First Reading)**

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

5  
6 **AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST**  
7 **VIRGINIA, PROVIDING TO CHANGE A CERTAIN DESIGNATED**  
8 **AREA AT AND NEAR 1417 TWELFTH STREET IN THE CITY OF**  
9 **MOUNDSVILLE FROM A MULTI-FAMILY RESIDENTIAL ZONE**  
10 **TO A COMMERCIAL ZONE. (FIRST READING)**

11 Councilman Saunders moved to approve the above zone change ordinance,  
12 seconded by Councilman Chamberlain. Mayor Hunt called for a voice vote.  
13 City Clerk Hewitt announced the following tally. 7 yeas. Motion carried  
14 unanimously.

15  
16 **Discussion and Approval of Purchasing New Globes for Jefferson Avenue**  
17 **Light Poles.**

18 Manager Healy said the estimated cost of the globes is approximately \$45-  
19 50,000.00 which is in our budget range. Councilman Chamberlain moved to  
20 approve the purchase of the globes, seconded by Councilman Wood. Motion  
21 carried unanimously.

22  
23 **Discussion and Approval of Purchasing the Blinking “Do Not Enter” Sign**  
24 **for Oak Avenue & Highland Avenue.**

25 Manager Healy deferred to Chief Mitchell who said the barrels had been  
26 pushed against the curb. The Street Department moved the barrel back away  
27 from the curb and will fix the flashing light. Manager Healy said there is  
28 already a flashing “Do Not Enter sign on the corner which will be fixed as  
29 well. Manager Healy recommended no action be taken to purchase a new  
30 sign.

31  
32 **Discussion and Approval of Directing the City Attorney to Draft a Revision to**  
33 **the Building Permit Fee Schedule, Contractor License Fee and Other Sections**  
34 **of the Ordinance.**

35 Councilwoman DeWitt moved to direct the City Attorney to draft the Building  
36 Permit ordinance, seconded by Councilman Wood. Motion carried unanimously.

37  
38 **Discussion and Approval of Directing the City Attorney to Draft a Revision to**  
39 **the Moundsville Arts & Culture Commission Ordinance by Adding Two**  
40 **Additional Members.**

1 Vice Mayor Wood-Shaw moved to direct the City Attorney to draft the ordinance  
2 for the Arts & Culture Commission, seconded by Councilwoman Hickman. Motion  
3 carried unanimously.

4  
5 **Appointment to the Moundsville Board of Zoning Appeals.**

6 Manager Healy asked for this item to be tabled as there was a mistake in the  
7 advertisement. This item will be on the January 3, 2023 Regular Council  
8 meeting agenda.

9  
10 **Discussion and Approval of Following Governor Justice’s Proclamation**  
11 **Granting City Employees half day Holiday, Friday, December 23, 2022 & half**  
12 **day Holiday, Friday, December 30, 2022.**

13 Councilman Saunders moved to follow the Governors proclamation on half days  
14 for December 23 & December 30, seconded by Councilwoman Hickman. Motion  
15 carried unanimously.

16  
17 **Other Items to be Discussed by Council.**

18 \* Councilman Saunders said he is still getting complaints from residents  
19 concerning the residents at apartment on Highland Avenue & Oak Avenue. City  
20 Manager Healy said the property is on the BEA list for potential next round of  
21 demolition properties.

22 \* Vice Mayor Wood-Shaw asked when we will advertise for two new Arts &  
23 Culture Commission members? Manager Healy said both readings have to pass,  
24 after passage we must advertise for those vacancies in February.

25 \* Councilman Wood said, concerning the Sanford Center property, that he would  
26 suggest having an appraisal. Attorney White said he thinks the property would  
27 have to be held at a public auction but he will research and report back to council.

28  
29 **MAYOR ITEMS:**

30 \* Mayor Hunt read a support letter from Ohio Valley Plein Air Paint Out.

31 \* Mayor Hunt congratulated Sara Wood-Shaw as Mayor and David Wood as Vice  
32 Mayor for 2023.

33 \* Wished everyone a Merry Christmas.

34  
35 **Publications by the City Attorney.**

36 Attorney White submitted legal ads published in the Moundsville Daily Echo to be  
37 received and filed by Council. Councilman Chamberlain moved to receive and file  
38 the legal ads, seconded by Vice Mayor Wood-Shaw. Motion carried unanimously.

1 **COUNCIL ITEMS:**  
2 \* **Wood** – Wished everyone a Merry Christmas and a Happy New Year.  
3 \* **Wood-Shaw** – Thanked fellow council members for having confidence in her as  
4 Mayor. She is looking forward to working with council, the City Manager, the  
5 staff and citizens in the new year.  
6  
7 Councilman Chamberlain moved to adjourned, seconded by Vice Mayor Wood-  
8 Shaw. Motion carried unanimously.  
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10 Meeting adjourned at 6:52 p.m.

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Sondra J. Hewitt, City Clerk

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Judy Hunt, Mayor

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