

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, JANUARY 4, 2022**

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on January 4, 2022 at 6:00 P.M.

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

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9 Invocation by Councilman Randy Chamberlain.

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

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17 **MINUTES:**

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19 **Regular Council Meeting of December 21, 2021.**

20 Councilwoman DeWitt moved to approve the minutes of the regular council  
21 meeting of December 21, 2021, seconded by Vice Mayor Wood-Shaw. Motion  
22 carried unanimously.

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24 **GENERL PUBLIC HEARING:**

25 \* Carl Boso, 305 10<sup>th</sup> Street, reported speeders are still on 12<sup>th</sup>, 10<sup>th</sup> & 9<sup>th</sup> Streets.  
26 He asked why the City Fire Department has not received their equipment and heard  
27 from a Moundsville Volunteer Fireman that council wanted them to take over the  
28 City Fire Department.

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30 **MANAGER ITEMS:**

31 **Personnel**

- 32 • The period to accept Meter Attendant applications has been extended until  
33 January 7<sup>th</sup>.

34 1. I spoke with Travis Blosser of the Municipal League concerning the Winter  
35 Conference in Charleston on January 23<sup>rd</sup> and 24<sup>th</sup>. They are in the process of  
36 making numerous changes to help stop the spread of COVID. Different options  
37 for shuttle buses, smaller tables, the encouragement of non-hand shaking, and  
38 mask wearing are all things being considered. The Executive Board is meeting  
39 later this week to make final decisions. His recommendation is to stay away if you

1 have any concerns about COVID, and they are seeing lower registration numbers.  
2 His advice is to attend if you are comfortable, but do not attend if you are  
3 uncomfortable. As noted last Council Meeting, Friday is the posted deadline to  
4 cancel your registration without costs. Please think about whether you will be  
5 attending and let City Clerk Hewitt know before Friday. The registration is \$400,  
6 and I would hate to lose any fees due to late cancellations.

7 2. January will mark the first month for employee evaluations by all department  
8 Heads. This new program will hopefully give all employees a true and honest  
9 indication of their strengths and weaknesses and set goals for them in the coming  
10 year. This also gives us a chance to see where we fail at training – and then  
11 provide those training opportunities.

12 3. Finance Director Ankrom has provided me with the worksheets that the  
13 Department Heads will be using to begin their budget process. All Department  
14 Heads will complete these and turn them into me. I will then meet directly with all  
15 of them to discuss their expenses, capital expenditure requests, and wish lists. I  
16 will then develop the budget based on these worksheets. As for revenue, Director  
17 Ankrom has provided me with a draft, and we will begin to meet regularly to  
18 review and tweak it.

19 4. The extra recycling drop-off held on Tuesday, December 28<sup>th</sup> saw 50 vehicles  
20 through the center. Recycling Coordinator David Bougher was pleased with the  
21 turn-out. He is still working on plans to expand the collection items in 2022.

22 5. Openings remain on the Board of Zoning Appeals, Historic Landmarks, and the  
23 Building Commission. Please reach out to anyone that you think may be interested  
24 in applying and ask them to contact me.

25 6. The Parks & Recreation Department Holiday Family Pool Party was held on  
26 December 22<sup>nd</sup>. The event which featured free admission and free snacks and  
27 drinks had over 125 people attend. This was an extension of the summer Family  
28 Fun Nights, and a way to say “Thank You” to the residents and patrons that  
29 support the pool all year long.

30 7. Congratulations to Mayor Judy Hunt and Vice-Mayor Sara Wood-Shaw on their  
31 elections, and their swearing in this evening. I look forward to working with them  
32 in 2022, and seeing the City of Moundsville continue to grow and progress.

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34 **OLD BUSINESS:**

35 **Discussion to Purchase Real Estate Property.**

1 Councilman Wallace moved to discuss in Executive Session, seconded by  
2 Councilman Chamberlain. Motion carried unanimously.

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4 **NEW BUSINESS:**

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6 **Discussion and Approval of an Ordinance to Abolish the Design Review  
7 Board. (First Reading)**

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

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11 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,  
12 WEST VIRGINIA, ABOLISHING THE DESIGN REVIEW BOARD OF  
13 THE CITY OF MOUNDSVILLE. (FIRST READING)**

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

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

19 \* Councilman Saunders requested gravel in the alley between Jackson & Potomac  
20 and Olive & Poplar. Manager Healy said the Street Department will not be  
21 graveling alleys until Spring but will add that request to the list.

22 \* Councilman Saunders heard of an issue on Jefferson Avenue with Food Trucks.  
23 Manager Healy said the matter has been resolved. There was discussion to  
24 designate parking areas in Moundsville for Food Trucks.

25 \* Councilman Chamberlain asked Manager Healy if there is engineering to be  
26 done for the remaining streets on the paving list? Manager Healy said he will be  
27 speaking with Jack Tush concerning the paving.

28 \* Councilman Chamberlain asked if the Street Department will finish the concrete  
29 repair work on sections of Mulberry Avenue? Manager Healy said the Public  
30 Work Director plans to finish Mulberry Avenue and repair some of the other  
31 concrete streets.

32 \* Councilman Chamberlain asked if Manager Healy will be applying for  
33 Community Funding through Marshall County Commission for 2022? Manager  
34 Healy said that he would be applying.

35 \* Councilman Wallace asked to address Mr. Boso's concern with replacing the  
36 City Fire Department with the Moundsville Volunteer Fire Department. He  
37 assured Mr. Boso that council has not discussed nor would be in favor or replacing

1 the paid department with the volunteer department regardless of the rumor he has  
2 heard. Councilwoman DeWitt reiterated Councilman Wallace by saying she would  
3 not be in favor of replacing the department because we need both. Councilman  
4 Chamberlain noted ISO ratings have decreased when he was on council years ago  
5 from 6-4.

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7 **MAYOR ITEMS:**

8 \* Mayor Hunt provided council members with her committee assignments for  
9 2022.

10 \* Mayor Hunt also pointed out the WV Ethics information provided by the City  
11 Clerk.

12 \* Mayor Hunt extended her thoughts to Councilman David Wood hoping he is  
13 feeling better.

14 \* Mayor Hunt spoke on the upcoming holiday of Martin Luther King Jr on January  
15 17, 2022 saying council members share a common dream to make the City of  
16 Moundsville a great city and she believes the best is yet to come in 2022. She also  
17 looks forward to working with Vice Mayor Sara Wood-Shaw.

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19 **COMMITTEE REPORTS:**

20 **Reports by the Finance Committee.**

21 The finance committee will meet on January 11, 2022 at 5:00 p.m.

22 **Reports by the Traffic Committee.**

23 The traffic meeting will follow the finance meeting.

24 **Reports by the Policy Committee.**

25 The policy meeting will follow the traffic meeting.

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27 **COUNCIL ITEMS:**

28 \* Councilman Saunders reported water still running down Spruce Street which will  
29 be freezing in colder weather. Manager Healy said they have made attempts to  
30 correct the issue and he will again bring that to the attention of the Stormwater  
31 Board.

32 \* Councilman Saunders reported the bridge/culvert is plugged up at the bottom of  
33 Harmony Drive which crosses onto Gump's property. City Manager Healy said he  
34 will look into it.

35 \* Mayor Hunt requested Manager Healy to send Delegate Zukoff a formal thank  
36 you letter from council.

1 Regular meeting recessed for 5 minutes at 6:42 p.m.  
2 Regular meeting reconvened at 6:49 p.m.  
3 Executive session began at 6:49 p.m.  
4 Executive session recessed at 6:59 p.m.  
5 Regular meeting reconvened at 6:59 p.m.  
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7 Councilman Chamberlain moved to adjourn, seconded by Vice Mayor Wood-  
8 Shaw. Motion carried unanimously.  
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10 Meeting adjourned at 7:50 p.m.

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Sondra J. Hewitt, City Clerk

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Judy Hunt, Mayor