

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, JULY 19, 2022**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on July 19, 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, Saunders, D. Wood and Mayor Hunt. Absent:
13 Wallace & Vice Mayor Wood-Shaw. Also present were City Manager Healy, City
14 Clerk Hewitt, Finance Director Ankrom, Secretary Scarbin, Chief Mitchell and
15 City Attorney White.

16
17 **MINUTES:**

18
19 **Regular Council Meeting of July 5, 2022.**

20 Councilman Chamberlain moved to approve the minutes of the regular council
21 meeting of July 5, 2022, seconded by Councilman Wood. Motion carried
22 unanimously.

23
24 **Special Council Meeting of July 12, 2022.**

25 Councilman Chamberlain moved to approve the minutes of the regular council
26 meeting of July 12, 2022, seconded by Councilman Wood. Motion carried
27 unanimously.

28
29 **GENERAL PUBLIC HEARING:**

30 * Dennis Hall, 23 Oak Avenue, asked what it would take to move the public
31 hearing to the end of the council meeting so citizens can speak on a subject
32 discussed at council. He asked what would it take to change term limits of council
33 and what would it take to have the Mayor elected by the people?

34
35 Attorney White reported city council recently adopted rules and regulations of city
36 council which includes all procedures including the council agenda so it would
37 need an ordinance to change the agenda. He went on to say term limits and
38 election of Mayor would require an amendment of the charter of the city. That
39 procedure is done by an ordinance with zero objections by the citizens, which
40 would then go to a public vote.

1 **CITY MANAGER ITEMS:**

2
3 **Report on Progress of New Municipal Building.**

4 City Manager Healy provided the project schedule for the new city building and
5 Rob Steptoe discussed the lease revenue bonds project cost and the sources & uses
6 analysis report.

7
8 **City Manager Healy Provided the Following Report to Council.**

9 **Personnel**

- 10 • Fire Department will be testing on August 8th and 9th. The previous
11 candidate accepted another job.

12
13 1. As discussed previously, all updates on the new Municipal Building will be
14 given under that agenda item.

15 2. The American Rescue Plan programs are in place, and we have received a few
16 that we are reviewing. A reminder that we have three American Rescue Plan
17 programs in place. Business Assistance Grants of \$5,000, Homeowner Exterior
18 Renovation/Weatherization Project Assistance Grants of up to \$5,000, and Food
19 Bank/Non-Profit Grants of \$5,000. All of these applications are available at the
20 City Clerk's Office and on our website. We have approved two business grants,
21 three non-profit grants, and four homeowner grants to date.

22 3. Data Max collections for last month totaled \$23,414.67 giving a net to the city
23 of \$11,707.34. To date, Data Max collections have been responsible for
24 \$211,152.36 of net proceeds.

25 4. The second quarter 1% Municipal Sales Tax was received yesterday. The
26 amount was our highest amount received to date. The total received is
27 \$537,739.23, which is more than \$5,000 over the second quarter of 2021. This is
28 great to see, and I expect that this increase will continue as we see more new
29 businesses opening in Moundsville.

30 5. We also received the second round of funding from the American Rescue Plan
31 totaling \$1,823,847.27. This amount is equal to the first round of funding.

32 6. I have been asked to appear as a panelist at the West Virginia Municipal League
33 Conference this year. The panel will be titled Infrastructure Challenges and
34 Successes for West Virginia Cities. This panel will be held during the opening
35 session.

1 7. Thank you to the Arts & Culture Commission for a fantastic Jefferson Friday
2 event last week. I was amazed as I walked around at the number of people who
3 thanked the city for events such as this.

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

7
8 Mayor Hunt asked if there were any questions for the City Manager:

9 * Councilman Wood asked if there would be a list of businesses that were
10 approved for the ARPA grants provided to council? City Manager Healy said he
11 would email council members the list at the end of every week.

12 * Councilman Wood pointed out the importance of contracting a “Clerk of the
13 Works” or “Owner’s Representative” to over see the construction of the new city
14 building.

15
16 **OLD BUSINESS:**

17
18 **Discussion and Approval of Amended Stormwater Fee Ordinance (Third and**
19 **Final Reading).**

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

22
23 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
24 **WEST VIRGINIA, AMENDING THE CODE OF THE CITY OF**
25 **MOUNDSVILLE BY AMENDING AND REENACTING SECTIONS 922.05**
26 **AND 922.06 BY PROVIDING A FORMULA FOR COMPUTING FEES ON**
27 **MULTI-LEVEL RENTAL STRUCTURES. (THIRD & FINAL READING)**

28 Councilman Wood moved to approve the stormwater fee ordinance, seconded by
29 Councilman Chamberlain. Mayor Hunt called for a voice vote. City Clerk Hewitt
30 announced the following tally. 5 yeas. Motion carried unanimously.

31
32 **Discussion and Approval of An Ordinance Adopting the 2022 State of West**
33 **Virginia Building Code. (Second Reading)**

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

1 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
2 **WEST VIRGINIA, AMENDING AND REENACTING SECTON 1731.01 OF**
3 **THE MUNICIPAL CODE OF THE CITY OF MOUNDSVILLE TO**
4 **PROVIDE FOR THE ADOPTION OF THE STATE BUILDING CODE AND**
5 **VARIOUS NATIONAL AND INTERNATIONAL CODE. (SECOND**
6 **READING)**

7 Councilman Wood moved to approve the building code ordinance, seconded by
8 Councilwoman DeWitt. Mayor Hunt called for a voice vote. City Clerk Hewitt
9 announced the following tally. 5 yeas. Motion carried unanimously.

10
11 **Other Items to be Discussed by Council.**

12 * Councilman Chamberlain noted that Lafayette Avenue has been cleaned and
13 acknowledged several individuals responsible: The Office of the Governor,
14 Delegate Charlie Reynolds, DOH District Engineer Tony Clark, Public Works
15 Director Frank Stocklask and his staff and City Manager Healy. This makes a big
16 improvement to our city.

17 * Councilwoman DeWitt apologized for missing recent council meetings due to
18 vacation and family emergency.

19 * Councilman Saunders asked for an update on the Fourth Street house. Manager
20 Healy reported signing a Building Enforcement Agency letter notifying the owner
21 for demolition. There was an incident that occurred which allowed our Building
22 Inspectors to make entry to retrieve evidence for demolition.

23 * Councilman Wood said the Sanford Center lot looks great. The demolition
24 company did a great job.

25 * Councilman Wood asked for an update on the demolition grant. City Manager
26 Healy reported all the houses on the list have been approved by the state. We are
27 now in the process of having the asbestos testing which is being paid by a
28 Brownfield Grant through Belomar, resulting in no cost to the city.

29 * Councilman Wood announced that Councilman Chamberlain was instrumental in
30 determining the need for a Clerk of the Works/Owner's Representative for the
31 construction of the new city building.

32 * Councilman Saunders asked for an update of Lockwood Avenue. Manager
33 Healy said things the complainant is bringing up is not necessarily happening.

34 * Councilman Chamberlain asked if the city has plans to remove the fence at the
35 Sanford Center site? Manager Healy will provide a work order.

36 * Councilwoman DeWitt asked if Manager Healy was able to discuss with
37 Department of Highways a traffic study for a traffic light on Jefferson Extension

1 and the entrance to Walmart. Manager Healy reported District Engineer Tony
2 Clark hopes to have them installed on the road the end of the week.

3 * Councilman Chamberlain asked for an update on the East End Bronco Field
4 lights. Manager Healy reported receiving two quotes. He and Director White will
5 meet to assemble a bid packet for the lights.

6 * Mayor Hunt asked if City Manager Healy will be scheduling a workshop to
7 discuss distribution of the new ARPA funds? Manager Healy said it can be
8 discussed at the finance sub committee meeting and if council feels a workshop
9 should be scheduled for more discussion we can do so.

10
11 **NEW BUSINESS:**

12 **Discussion and Approval of an Ordinance Concerning a Rental Registration**
13 **Program. (First Reading)**

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

16
17 **AN ORDINANCE OF THE CITY OF MOUNDSVILLE TO ENACT**
18 **ARTICLE 1767 OF THE MOUNDSVILLE CITY CODE PROVIDING**
19 **FOR A RENTAL HOUSING REGISTRATION PROGRAM; PROVIDING**
20 **FOR INSPECTIONS OF RENTAL PROPERTY; REQUIRING**
21 **CERTIFICATES OF USE AND OCCUPANCY IN ORDER TO RENT**
22 **RESIDENTIAL PROPERTY; AND PROVIDING PENALTIES FOR**
23 **VIOLATIONS THEREOF. (FIRST READING)**

24 Councilman Chamberlain moved to approve the above ordinance, seconded by
25 Councilman Wood. Mayor Hunt called for a voice vote. City Clerk Hewitt
26 announced the following tally. 5 yeas. Motion carried unanimously.

27
28 **Discussion and Approval of a Resolution of a Capitalization Policy.**

29 Councilman Chamberlain moved to approve the capitalization policy resolution,
30 seconded by Councilman Wood. Motion carried unanimously.

31
32 **Discussion and Approval of a Resolution for the 2022-2023 General Fund**
33 **Budget Revision #1.**

34 Councilman Saunders moved to approve the resolution for budget revision #1 of
35 the general fund, seconded by Councilman Chamberlain. Motion carried
36 unanimously.

1 **Discussion and Approval of a Resolution for the 2022-2023 Coal Severance**
2 **Fund Budget Revision #1.**

3 Councilman Saunders moved to approve the resolution for budget revision #1 of
4 the coal severance fund, seconded by Councilman Chamberlain. Motion carried
5 unanimously.

6
7 **Discussion and Approval of a \$50 Donation to the Sons of the American**
8 **Legion Golf Scramble.**

9 Councilman Wood moved to approve a \$50 donation for the golf scramble,
10 seconded by Councilman Chamberlain. Motion carried unanimously.

11
12 **Discussion and Approval of a \$100 Donation to Artworks Around Town**
13 **Event.**

14 Councilman Chamberlain moved to approve a \$100 donation to the artworks event,
15 seconded by Councilman Wood. Motion carried unanimously. Councilman Wood
16 asked Manager Healy if the Board of Education was able to share a cost with the
17 city? Manager Healy reported they were not able to donate.

18
19 **Discussion and Approval to Reschedule the Regular Council Meeting of**
20 **Tuesday, August 2, 2022 to Monday, August 1, 2022 Due to WVML**
21 **Conference.**

22 Councilman Saunders moved to reschedule the regular council meeting of August
23 2, 2022 to Monday, August 1, 2022, seconded by Councilman Chamberlain.
24 Motion carried unanimously.

25
26 **Re-appointment to the Moundsville Housing Authority.**

27 Councilman Chamberlain moved to re-appoint Mark Hitt to the Moundsville
28 Housing Authority, seconded by Councilwoman DeWitt. Motion carried
29 unanimously.

30
31 **Consideration of a Second Supplemental Resolution Related to the Financing**
32 **of the Design, Acquisition, Construction and Equipping of the New City**
33 **Hall/Public Safety Building for the City; Authorization of the Deposit of the**
34 **Remaining Equity Contribution of the City towards the Costs of the Project;**
35 **and Authorizing Other Necessary Actions in Connection with the Financing for**
36 **the Project.**

37 Councilman Saunders moved to approve the second supplemental resolution related
38 to the financing of the new municipal building, seconded by Councilman
39 Chamberlain. Rob Steptoe clarified the cost of issuance of the bonds. Motion
40 carried unanimously.

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

2 * Councilwoman DeWitt suggested when DOH is performing a traffic study ask
3 for a turn light at 12th & Lafayette Avenue from the west bound lane of 12th Street
4 turning south.

5 * Mayor Hunt asked when will we be moving forward on the new light globes on
6 Jefferson Avenue? City Manager Healy said we will be discussing that as we
7 move forward in this year's budget. He said he has obtained a couple of quotes on
8 lights.

9 * Councilman Wood said he enjoys reading the Department Head reports and
10 noticed the Fire Chief wrote in his report of dirt bikes riding on the Sam Shaw
11 Trail while they were setting up for fireworks. Manager Healy reporting problems
12 with 4 wheelers and dirt bikes riding on the trail using the trail as a short cut from
13 Poplar Avenue to 12th Street.

14 * Councilman Wood said he was interested in knowing the type of training the
15 Police Department was attending for Alzheimer's and Dementia patients. Chief
16 Mitchell reported the state was mandating classes to help officers deal with and be
17 aware of Alzheimer's, dementia and mentally challenged patients.

18 * Mayor Hunt reported drivers not stopping at the red light turning at Jefferson
19 Avenue & First Street.

20 * Councilman Chamberlain asked for an update on the construction of the new
21 carwash. Manager Healy reported two levels of approval, one from Kroger's
22 which was received and one from the plaza owner, who has been prolonging the
23 approval. Manager Healy was advised the approval was received pending payment
24 of \$25,000.00 from MPH.

25
26 **MAYOR ITEMS:**

27 * Mayor Hunt reported attending the Marshall County Fair ribbon cutting along
28 with Councilman Saunders.

29 * Mayor Hunt attended the movie night at East End and Jefferson Friday which
30 were both awesome events and a huge success.

31 * Mayor Hunt gave a special thank you to Sara Wood-Shaw, Chairwoman of the
32 Arts & Culture Commission. She has a tremendous amount of responsibility
33 overseeing these events and does a wonderful job.

34 * Mayor Hunt said the two "Welcome to the City of Moundsville" signs made and
35 installed by the Public Works Director and his staff are beautiful.

36 * Mayor Hunt read in the Parks & Recreation report that 2,467 swimmers at Four
37 Seasons pool during the month of June.

1 * Mayor Hunt said it is unbelievable how fast this year is moving and how much
2 progress the City of Moundsville has made, ie the grand opening of the Splash Pad,
3 the demolition of Sanford Center, new pickle ball courts, the installation of the new
4 food boxes, several events by the Arts & Culture Commission and moving forward
5 with the new construction of the Municipal Building.

6 * Mayor Hunt thanked each councilperson and the City Manager for his leadership,
7 and city employees for the job they do to make things happen in Moundsville.

8

9 **COUNCIL ITEMS:**

10 * **Saunders** – Asked about the property on Thorn Avenue. Manager Healy said
11 there is no change.

12 * **Wood** – Asked if there has been any comments on the city’s highlighting of the
13 businesses throughout Moundsville on Facebook? Manager Healy reported no
14 comments but a lot of shares.

15

16 Councilman Chamberlain moved to adjourn, seconded by Councilman Saunders.
17 Motion carried unanimously.

18

19 Meeting adjourned at 7:26 p.m.

20

21

22

23 _____
Sondra J. Hewitt, City Clerk

Judy Hunt, Mayor

24

25