

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, APRIL 20, 2021**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on April 20, 2021 at 7:00 p.m.

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

8
9 Invocation by Vice Mayor 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, Treasurer Williams, Police Chief Mitchell,
15 Secretary Scarbin and Attorney White.

16
17 **MINUTES:**

18
19 **Regular Council Meeting of April 6, 2021.**

20 Councilman Saunders moved to approve the minutes of the regular council
21 meeting of April 6, 2021, seconded by Councilman Chamberlain. Motion carried
22 unanimously.

23
24 **GENERAL PUBLIC HEARING:**

25 * Mark Games, CEO of Northwoods Health Systems introduced himself to council
26 and provided an informational brochure of services they provide.

27
28 **PUBLIC HEARING:**

29
30 **A Public Hearing to Lay the Levy of the 2021-2022 General Public Hearing.**

31 Councilman Saunders moved to open the public hearing, seconded by
32 Councilwoman DeWitt. Motion carried unanimously.

33
34 Since the public had no desire to speak at the public hearing, Councilwoman
35 Dewitt moved to close the public hearing, seconded by Vice Mayor Hunt. Motion
36 carried unanimously.

37
38 **CITY MANAGER ITEMS:**

39
40 City Manager Healy informed council of four personnel related items first:

- 1 • Probationary Firefighter Justin Williams was elevated to Firefighter First
2 Class this week, after completing his first full year.
- 3 • Tim Minor was appointed Interim Superintendent of the Sanitary and
4 Stormwater Department at the Board Meeting last night. That appointment
5 will become effective on May 1, 2021. The Superintendent position became
6 available with the retirement of Larry Bonar.
- 7 • Robert Burton has been named to the Mechanic position in the Street
8 Department recently. This position has been vacant for some time. Mr.
9 Burton will continue his regular duties with the Street Department but will
10 prioritize all mechanic related duties. This position provides a large cost
11 savings to the city, as all basic auto service and repairs can be completed in
12 house (for all departments).
- 13 • Attorney Brent Clyburn was sworn in last week as the City Prosecuting
14 Attorney. That position became available when Mr. John Artimez moved to
15 the Judge position.

16 1. McKinley and Associates has been working on optional renderings for the hose
17 tower portion of the building and continuing their site visits. Some of their
18 engineers will be on-site tomorrow morning to view the current electrical set-up,
19 and other utilities.

20 2. On April 8, Mayor Wood and I attended a brief presentation from Senator Joe
21 Manchin at the Wheeling City Council Chambers. The Senator talked about the
22 American Rescue Plan, and the boost that this will give to local governments. His
23 office made available an e-mail address to submit specific questions that they will
24 direct to Treasury Department as they continue to develop the guidelines for using
25 this money. I spoke with a representative of Senator Manchin's office yesterday
26 who advised me the guidelines were targeted to be out by April 30, but they are not
27 expecting them to make that deadline. So, potentially mid-May for the final
28 guidance.

29 3. The 30-day period to terminate the lease of the Sanford Center ends on
30 Thursday, April 22. I did have some e-mail communication with the Board
31 Chairperson, and I have directed some of that to the City Attorney for his review.
32 Friday, the building will be padlocked, and all utilities (if they are not already
33 turned off) will be disconnected. At Council's direction, I will continue to move
34 forward with the asbestos inspection and bidding the demolition. I am also in
35 conversation with the Board president regarding the contents and finances. City
36 Attorney White is being kept abreast of these communications, as well.

37 4. We opened our Recycling Center this past Saturday, with advertising only on
38 social media. Long-time proponent of recycling Councilperson Ginger DeWitt

1 was the first person to drop off some cardboard. Due to the lack of a Coordinator,
2 the drop-off was manned by Street Department Working Foreman Kevin Wallace
3 and me. Thanks to Ginger and Mayor Wood for stopping by. We had
4 approximately 15 people stop to drop off mixed papers and cardboard. I anticipate
5 that number to grow greatly as the program moves on. As for the Coordinator
6 position, I have that position very close to being filled. Once that occurs, hopefully
7 tomorrow, we will begin our media push for the program.

8 5. The 1% Municipal Sales Tax payment was released last week. The amount for
9 the first quarter of 2021 is \$446,509.67. Compared to last year's amount of
10 \$452,509.81, there is a minimal decrease of just over 1%. Considering the fact that
11 during the first quarter, most COVID restrictions were still in place, I consider this
12 to be a very good collection. This will be the last payment of the fiscal year,
13 bringing the total to \$1,849,839.62, which falls short of our budgeted figure of
14 \$2,000,000 by only \$150,160.38. Again, much less of a decrease than expected.

15 6. A letter was submitted this week to the West Virginia Division of Highways
16 requesting assistance with the Elm Avenue bridge project. I have requested the
17 same funding source as the Fostoria project, that being the Federal Off-System
18 Bridge funds. I also copied the Transportation Department at Belomar, who was
19 integral in acquiring the Fostoria project funds.

20 7. A progress meeting was held this morning for the bathroom renovation project
21 at Four Seasons Pool. There are delays in some of the materials, but the contractor
22 is hopeful that they will complete the project by the due date of May 21.

23 8. The second and final meeting of the combined billing task force was held
24 yesterday. A report will be developed and presented to Council in the near future.
25 I would like to thank all of the members for their attendance and input.

26 9. We have received no letters for the Juneteenth Committee, so we will re-
27 advertise.

28 10. When you make your flower, soil, and mulch purchases this spring, think
29 local. We have multiple locations in the city that sell landscaping items.
30 Remember our small businesses and restaurants are our backbone. Keep
31 supporting them.

32
33 **OLD BUSINESS:**

34 **Discussion and Approval of a Bond Authorization Ordinance Relating to the**
35 **Construction of the New Municipal Building. (Second Reading)**

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

38
39 **AN ORDINANCE AUTHORIZING THE ISSUANCE BY THE CITY OF**
40 **MOUNDSVILLE BUILDING COMMISSION OF NOT MORE THAN**

1 **\$9,500,000 IN AGGREGATE PRINCIPAL AMOUNT OF CITY OF**
2 **MOUNDSVILLE BUILDING COMMISSION LEASE REVENUE BONDS,**
3 **SERIES 2021 A (CITY HALL / PUBLIC SAFETY BUILDING) TO PROVIDE**
4 **ALL OR A PORTION OF THE FUNDS TO ACQUIRE, CONSTRUCT,**
5 **IMPROVE, FURNISH, AND EQUIP A CITY HALL / PUBLIC SAFETY**
6 **BUILDING, AND TO PAY OTHER COSTS IN CONNECTION**
7 **THEREWITH AND APPROVING A LEASE AGREEMENT BETWEEN**
8 **THE CITY OF MOUNDSVILLE BUILDING COMMISSION AND THE**
9 **CITY OF MOUNDSVILLE, WEST VIRGINIA PROVIDING FOR THE**
10 **LEASING OF SAID CITY OF MOUNDSVILLE CITY HALL / PUBLIC**
11 **SAFETY BUILDING TO THE CITY OF MOUNDSVILLE, WEST**
12 **VIRGINIA. (SECOND READING)**

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

16
17 **Discussion and Approval to Amend the Arts & Culture Commission Ordinance**
18 **to Include Two Additional Members to the Commission. (Second Reading)**

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

21
22 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
23 **WEST VIRGINIA, AMENDING THE COMPOSITION OF THE ARTS AND**
24 **CULTURE COMMISSION BY PROVIDING FOR TWO MORE MEMBERS,**
25 **FOR A TOTAL OF SEVEN MEMBERS. (SECOND READING)**

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

29
30 **Other Items to be Discussed by Council.**

31 * Councilman Chamberlain moved to discuss at the finance sub-committee
32 meeting consider hiring an owner representative for the new municipal building
33 project, seconded by Vice Mayor Hunt. Motion carried unanimously.

34 * Councilman Saunders asked for an update of the trailer on Highland Avenue?
35 City Manager Healy said the owner is scheduled for bench trial on May 6 at 4:00
36 p.m.

37 * Councilwoman S. Wood asked for an update on partnering with Marshall County
38 EMS concerning drug overdose alerts provided to individuals who sign up for the
39 program. Manager Healy said there must be a police officer to operate the system
40 and at the time it was established nobody in the county was willing to operate it.

1 He and Chief Mitchell have been discussing the idea.

2
3 **NEW BUSINESS:**

4
5 **Discussion and Approval to Lay the Levy for the 2021-2022 General Fund**
6 **Budget.**

7 Finance Director Ankrom presented the Levy Estimate to council and explained the
8 process. Councilman Saunders moved to approve Laying the Levy for 2021-2022
9 General Fund Budget, seconded by Councilwoman DeWitt. Motion carried
10 unanimously.

11
12 **Discussion and Approval of the Splash Pad Contract with Lomardi.**

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

16
17 **Discussion and Approval to Provide Two Permit Parking Spaces in Front of**
18 **510 Tenth Street Bonar Boutique Warehouse.**

19 Councilman Saunders moved to approve two permit parking spaces for Bonar
20 Boutique Warehouse, seconded by Vice Mayor Hunt. Mayor D. Wood called for a
21 voice vote. City Clerk Hewitt announced the following tally. 7 yeas. Motion carried
22 unanimously.

23
24 **Discussion and Approval to Direct the City Attorney to Draft an Ordinance**
25 **Providing for a Stormwater Rate Increase.**

26 Councilman Chamberlain moved to direct the City Attorney to draft an ordinance
27 providing for a Stormwater Rate Increase, seconded by Vice Mayor Hunt. Mayor
28 D. Wood called for a voice vote. City Clerk Hewitt announced the following tally.
29 7 yeas. Motion carried unanimously.

30
31 **Discussion and Approval to Put Out to Bid the Revised Paving List.**

32 Councilman Chamberlain moved to approve the revised paving list and put out for
33 bid, seconded by Councilwoman S. Wood. After some discussion, Councilman
34 Chamberlain moved to amend his original motion to pave the remaining streets on
35 this paving list next year, before another list is made, seconded by Vice Mayor Hunt.
36 Mayor D. Wood called for a voice vote on the amendment. Motion carried
37 unanimously. Mayor D. Wood called for a vote on the original motion as amended.
38 Motion carried unanimously. City Manager Healy said he would like to add
39 Highland Avenue as an alternate/deduct.

1 **Discussion and Approval to Direct the City Attorney to Draft an Ordinance**
2 **Changing the Time of Council Meeting from 7:00 p.m. to 6:00 p.m. on the First**
3 **& Third Tuesday of Every Month.**

4 Councilwoman DeWitt moved to direct the City Attorney draft an ordinance
5 addressing the time of council meetings, seconded by Councilman Wallace. Mayor
6 D. Wood called for a voice vote. City Clerk Hewitt announced the following tally.
7 6 yeas, 1 nay. Saunders voting nay. Motion carried.

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

10 * Councilman Saunders thanked the City Manager and Street Department for the
11 gravel in the alley between Poplar Avenue and Filbert Avenue.

12 * Vice Mayor Hunt asked Manager Healy if he had checked with other cities on
13 what they were doing to try to give back to their businesses? Manager Healy said
14 he approached the WVML requesting they perform a polling of their members for
15 a more comprehensive list but has not heard back from them. He is hoping for a
16 call in the morning.

17 * Councilwoman S. Wood announced the Arts & Culture Commission meets every
18 third Monday of the month. Some events are partnering with the Marshall County
19 Chamber of Commerce on “Wander Out Wednesday” which will be the first
20 Wednesday of June, July and August. Visit Jefferson Avenue during lunch for
21 food trucks and enjoy music while eating lunch; Shakespeare in the Park in July
22 possibly at the Riverfront; The commission is still accepting recipes for the
23 Appalachian Cookbook; The commission will have an activity table at the Special
24 Needs Soap Box Derby on May 22, 2021 from 10 a.m. to 6:00 p.m. (Mr. Remke
25 has challenged Mayor David Wood to a race at the Soap Box Derby); Arts &
26 Culture is tentatively moving forward on the Jefferson Fridays, contingent on
27 Covid cases, hopefully in August, September and October; And lastly the
28 commission is hoping to have some outdoor movie nights at the local parks.
29 Volunteers are always needed.

30
31 **MAYOR ITEMS:**

32 * Mayor D. Wood encourages everyone to stop by Four Seasons Pool and see the
33 changes that have been made with the restroom renovations.

34 * Mayor D. Wood said he and City Manager Healy attended a meeting with US
35 Senator Joe Manchin and WV State Auditor J.B. McCuskey. He discussed the
36 American Rescue Plan which focuses on infrastructure, water & sewerage and
37 broadband. Manager Healy included any type of reimbursement to cities due to
38 Covid such as cleaning supplies and other supplies or any other economic related
39 activities to revive your community. The Cares Act through state government was
40 for reimbursement of first responder salaries and essential employee salaries. The

1 City of Moundsville received approximately \$1.4 or \$1.5 million dollars.
2 * Mayor D. Wood commended the Moundsville Building Commission for the
3 work they have done to help the new municipal building project move forward.
4

5 **COMMITTEE REPORTS:**

6
7 **Reports by the Finance Committee.**

8 Vice Mayor Hunt reported on the Finance Committee items.

9 **Reports by the Traffic Committee.**

10 Councilman Saunders reported on the Traffic Committee items.

11 **Reports by the Policy Committee.**

12 Councilwoman S. Wood reported on the Policy Committee items.
13

14 **COUNCIL ITEMS:**

15 * **Chamberlain** – Commended the Street Department for the concrete repairs on
16 Mulberry Avenue. A job well done!

17 * Asked if Parks Director White was able to obtain scoreboard quotes? Manager
18 Healy said he has a quote and the model. And should have the other information
19 by Friday.

20 * Suggested some kind of promotional advertising when the splash pad is
21 completed to make the Valley aware of the splash pad and the health benefit of
22 Moundsville owning an indoor swimming facility. Manager Healy said he and
23 John have discussed ideas for advertising. There is some advertising available to
24 the city from a local TV station at a very good rate.

25 * **Saunders** – Said he and Parks Director White are planning a summer basketball
26 tournament for grade school and middle school students. They are hoping to hold
27 the tournament in May or June.
28

29 Councilwoman DeWitt moved to adjourn, seconded by Councilwoman S. Wood.
30 Motion carried unanimously.
31

32 Meeting adjourned at 8:16 p.m.
33
34

35 _____
36 Sondra J. Hewitt, City Clerk

35 _____
36 David Wood, Mayor
37