

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, OCTOBER 19, 2021**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on October 19, 2021 at 6:00 p.m.

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

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9 Invocation by Vice Mayor Judy Hunt.

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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, Secretary Scarbin, Cpl. Crow and Attorney
15 White.

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17 **MINUTES:**

18 **Regular Council Meeting of October 5, 2021.**

19 Councilman Chamberlain moved to approve the minutes of the regular council
20 meeting of October 5, 2021, seconded by Councilwoman S. Wood. Motion
21 carried unanimously.

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23 **GENERAL PUBLIC HEARING:**

24 * Elizabeth Rosier, 120 Mulberry Avenue, reported the neighbors pit bull's
25 jumping the fence, running the neighborhood and barking at all hours of the night.
26 The dogs are from 2015 Second Street. She said she has called the police several
27 times.

28
29 * Penny Haynes, 2104 Second Street, said the dogs at 2015 Second Street continue
30 to come into her yard causing all the neighbors to be afraid of going outside. She
31 also complained about Kendzierski property needed grass mowed and property
32 cleaned up. She reported seeing snakes in the area.

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34 * Ashley Carpenter, Executive Director of the Upper Ohio Valley Sexual Assault
35 Help Center, approached council to request \$60,000 from the city's American
36 Rescue Plan Act funds to offset their reduction in federal funds over the last 3
37 years. City Manager Healy said council will need to discuss this at a workshop.

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39 **CITY MANAGER ITEMS:**

40 City Manager Healy provided the following report to council:

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Personnel

- The Fire Department will be testing on November 3rd and 4th.
- The Police Department will be testing on November 6.
- Lifeguards are still desperately needed at the pool. Please direct anyone who may be interested to Director John White.

1. The last food giveaway for 2021 will be held Thursday, October 21, from 11 AM – 1 PM. Volunteers are needed for this event, also. Please notify Kim if you would like to volunteer. This is in partnership with the Marshall County FRN, and the giveaway averages around 200 cars through.

2. The staff of Parks and Recreation have begun to winterize the Splash Pad this week. The minor amount of use it had since opening was well received. Over the winter, I will be working with Director White to evaluate pool hours, party availability, and admission costs.

3. We received the 3rd Quarter 2021 Municipal Sales Tax distribution this week. The amount is \$466,870.39, which is \$14,049.21 less than the third quarter of 2020, or approximately 3%. For the 2021 calendar year, we are still approximately 4% over the 2020 distribution.

4. At my Department Head Meeting last week, I introduced a new employee evaluation and goal program that will be starting in January. Basically, all employees will now be evaluated annually, and goals will be set for the coming year. This program allows supervisors to determine where employees rate in many different work qualities, and all lets us know where we are falling short with training opportunities. Goals established will be looked at the following year, and supervisors will work with their staff to achieve those goals. Final touches are being put on the program now, and I will distribute a package to Council for their reading.

5. There is a Business After Hours on Thursday, October 28 at Grand Vue Park from 5-7 PM. If you would like to attend, please contact Secretary Scarbin.

6. Please continue to shop local!

OLD BUSINESS:

Discussion and Approval to Direct the City Attorney to Prepare the Ordinance to Adopt the Comcast Franchise Contract.

Councilman Chamberlain moved to direct the City Attorney to draft an ordinance to adopt the Comcast Franchise Contract, seconded by Vice Mayor Hunt. Motion carried unanimously.

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

3 * Councilwoman S. Wood reported Jefferson Friday event hosted approximately
4 250-300 and the Pumpkin painting event on Sunday yielded approximately 250-
5 300 people.

6 * Councilman Saunders suggested constructing the new city building on the
7 Sanford Center property. Mayor D. Wood said that we have already spent half a
8 million dollars in prep work for the property the city building is on now.

9 * Vice Mayor Hunt commended Arts & Culture members for bringing essential
10 values to the City of Moundsville with all their events.

11
12 **NEW BUSINESS:**

13 **Discussion and Approval to Reject All Bids Received for Construction of New**
14 **City Building.**

15 Councilman Wallace moved to reject all bids received for construction of the new
16 city building, seconded by Councilwoman S. Wood. Mayor D. Wood called for a
17 voice vote. City Clerk Hewitt announced the following tally. 7 yeas. Motion
18 carried unanimously.

19
20 **Discussion and Approval of an Ordinance Pertaining to Refinancing USDA**
21 **Bonds for the Moundsville Water Department. (First Reading)**

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

24
25 **AN ORDINANCE AUTHORIZING THE REFUNDING OF THE ISSUER'S**
26 **OUTSTANDING WATER REVENUE BONDS, SERIES 2005 A AND THE**
27 **FINANCING OF THE COST THEREOF, NOT OTHERWISE PROVIDED,**
28 **AND PAYING COSTS OF ISSUANCE AND RELATED COSTS,**
29 **THROUGH THE ISSUANCE OF WATER REFUNDING REVENUE**
30 **BONDS, SERIES 2021 A (BANK QUALIFIED) OF THE CITY IN THE**
31 **AGGREGATE PRINCIPAL AMOUNT OF NOT MORE THAN \$4,300,000**
32 **PROVIDING FOR THE RIGHTS AND REMEDIES OF, AND THE SURETY**
33 **FOR, THE REGISTERED OWNERS OF SUCH BONDS; AUTHORIZING**
34 **THE PREPARATION AND DISTRIBUTION OF A PRELIMINARY**
35 **OFFICIAL STATEMENT; AUTHORIZING THE EXECUTION AND**
36 **DELIVERY OF A TAX CERTIFICATE, AN OFFICIAL STATEMENT, A**
37 **BOND PURCHASE AGREEMENT, A CONTINUING DISCLOSURE**
38 **AGREEMENT AND OTHER DOCUMENTS; AUTHORIZING THE SALE**
39 **AND PROVIDING FOR THE TERMS AND PROVISIONS OF SUCH**
40 **BONDS AND ADOPTING OTHER PROVISIONS RELATING THERETO.**

1 **(FIRST READING)**

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

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6 **Discussion and Approval of a Resolution for the 2021-2022 General Fund
7 Budget Revision #2.**

8 Councilman Chamberlain moved to approve the budget revision resolution,
9 seconded by Councilwoman DeWitt. Motion carried unanimously.

10
11 **Discussion and Approval of Financing Two Interceptor SUV Cruisers with
12 Truist Banking Company for the Lease Purchase Amount of \$92,800.00.**

13 Councilman Saunders moved to approve financing for two Interceptor SUV
14 Cruisers, seconded by Councilman Chamberlain. Motion carried unanimously.

15
16 **Discussion and Award of Sanford Center Demolition Bid to Edgeco Inc., in the
17 Amount of \$190,150.00.**

18 Councilman Saunders moved to award the demolition bid to Edgeco Inc., seconded
19 by Councilman Chamberlain. Motion carried unanimously.

20
21 **Discussion and Approval of a Resolution to Create a COVID Vaccine
22 Incentive Program Providing \$500.00 to All Full Time and Part Time
23 Employees Who Provide Their Vaccine Record Card.**

24 Councilwoman S. Wood moved to approve the resolution creating a vaccine
25 incentive, seconded by Councilman Chamberlain. Motion carried unanimously.

26
27 **Discussion and Approval of a Donation to Moundsville Honor Guard Flag
28 Display Program in the Amount of \$100.00.**

29 Vice Mayor Hunt moved to approve the donation to Moundsville Honor Guard,
30 seconded by Councilwoman DeWitt. Motion carried unanimously.

31
32 **Discussion and Approval of Compensating Board and Commission Members
33 \$75 Per Meeting.**

34 Councilwoman S. Wood moved to direct the City Attorney to draft an ordinance
35 pertaining to compensation for Board and Commission members, seconded by
36 Councilwoman DeWitt. Motion carried unanimously.

37
38 **Discussion and Approval of Additional Paid Holiday the Wednesday before
39 Thanksgiving Day.**

40 Councilwoman DeWitt moved to approve the additional holiday for Thanksgiving,

1 seconded by Councilman Chamberlain. Motion carried unanimously.

2
3 **Discussion of Real Estate Purchase.**

4 Councilman Chamberlain moved to hold an executive session for real estate
5 purchase, seconded by Councilwoman S. Wood. Councilman Saunders voting
6 nay. Mayor D. Wood called for a voice vote. City Clerk Hewitt announced the
7 following tally. 7 yeas. Motion carried unanimously.

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

10 * Councilwoman S. Wood announced the Arts & Culture Commission will host a
11 “Christmas On the Avenue” event with the panel tree, train rides, horse and
12 carriage rides, pictures with Santa, hot chocolate and cookie decorating.

13 * Councilman Saunders reported the grass at Third Street garage apartment has
14 been cut. He also asked if Mayor D. Wood saw the logs in front of the house on
15 Ash Avenue. Mayor D. Wood said he did see them.

16
17 **MAYOR ITEMS:**

18 * Mayor D. Wood presented an invitation for Appalachian Outreach 20th
19 Anniversary Dinner on November 3, 2021 from 5:30-7:30 p.m. Please inform
20 Secretary Kim Scarbin if anyone is interested in attending.

21 * Mayor D. Wood received a thank you card from The Miracle League for the
22 city’s donation. Councilwoman S. Wood moved to receive and file the thank you
23 card, seconded by Vice Mayor Hunt. Motion carried unanimously,

24 * Mayor D. Wood received a thank you letter from Appalachian Outreach for the
25 city’s donation. Councilwoman S. Wood moved to receive and file the thank you
26 letters, seconded by Vice Mayor Hunt. Motion carried unanimously.

27 * Mayor D. Wood thanked the Arts & Culture Commission for an excellent
28 weekend of events.

29 * Mayor D. Wood announced City Manager Healy will provide council members
30 with a report from the inspection of the lights at East End as soon as they are
31 finalized.

32 * Mayor D. Wood announced paving will continue on Cherokee Drive and North
33 Highland Avenue. City Manager Healy said the contractor will begin work on
34 those streets the first week in November.

35 * Mayor D. Wood reminded council members a tour of the new Northwoods
36 building will be available for all who are interested any time after 5:00 p.m.

37 * Mayor D. Wood directed Manager Healy to work with city staff and architect to
38 prepare options to bring to the council for the new Municipal Building.

39 Councilman Chamberlain asked Manager Healy for the latest update of the
40 building plans.

1 * Mayor D. Wood thanked the Department Heads for their monthly reports.

2
3 **COMMITTEE REPORTS:**

4 **Reports by the Finance Committee.**

5 Vice Mayor Hunt presented the finance report to council.

6 **Reports by the Traffic Committee.**

7 Councilman Saunders presented the traffic report to council.

8 **Reports by the Policy Committee.**

9 Councilwoman S. Wood presented the policy report for council.

10
11 **COUNCIL ITEMS:**

12 * Councilwoman S. Wood moved to discuss dissolving the Design Review Board
13 at the next policy committee meeting, seconded by Councilman Chamberlain.

14 Motion carried unanimously.

15
16 Councilwoman S. Wood moved to go into executive session for real estate,
17 seconded by Councilman Chamberlain. Motion carried unanimously.

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19 Meeting recessed at 7:21 p.m.

20 Meeting reconvened at 7:28 p.m.

21 Executive session began at 7:28 p.m.

22 Executive session recessed at 7:31 p.m.

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24 Councilman Saunders moved to adjourn, seconded by Councilman Chamberlain.

25 Motion carried unanimously.

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27 Meeting adjourned at 7:32 p.m.

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32 Sondra J. Hewitt, City Clerk

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32 David Wood, Mayor