

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, MARCH 15, 2022**

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

16
17 **MINUTES:**

18
19 **Regular Council Meeting of March 1, 2022.**

20 Councilman Wood moved to approve the minutes of the regular council meeting of
21 March 1, 2022, seconded by Councilman Chamberlain. Motion carried
22 unanimously.

23
24 **GENERAL PUBLIC HEARING:**

25 * Dennis Hall, 23 Oak Avenue, asked council to consider using the microphones so
26 the audience can hear them better. He said he opposed the donation to the
27 Appalachian Outreach annual event because they have moved out of the city. He
28 does not feel the city should donate to organizations located out of the city limits.
29 Mayor Hunt informed Mr. Hall that Appalachian Outreach has reduced their area
30 of assistance, but Marshall County is still in their zone. When Cameron &
31 McMechen were hit hard with flooding Appalachian Outreach was there to provide
32 whatever was needed.

33
34 **PUBLIC HEARING:**

35
36 **A Public Hearing to Approve the 2022-2023 General Fund Budget.**

37 City Manager Healy noted, as of this date, the city has not received the valuation
38 figures from the Assessors Office. He asked council if they wished to proceed in
39 approving the budget and Finance Director Ankrom will enter those amounts when
40 they are received. Council could also choose to wait until the figures are received

1 then approve the budget. We have requested a two week extension from the State
2 Auditor’s Office. Councilman Wood moved to move forward, seconded by
3 Councilman Saunders. Motion carried unanimously.

4
5 Councilman Chamberlain moved to close the public hearing, seconded by
6 Councilwoman Wood-Shaw. Motion carried unanimously.

7
8 **CITY MANAGER ITEMS:**

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10 **Re-Appointment to the Moundsville Planning Commission.**

11 Manager Healy reappointed John Icard to a three year term on the Planning
12 Commission.

13
14 **Other Items to be Discussed by City Manager.**

15 Presentation of pictures from City Building and Police Department.

16
17 **Personnel**

- 18 • Applications still being accepted for the Firefighter test. One opening
19 remains and the test is scheduled for April 5th and 6th.
- 20 • Two new part-time dispatchers have been hired.

21 1. The old “earmark” process was restarted last year with the new name being
22 Community Funding. Working with Congressman McKinley’s office, we
23 submitted projects from Water, Sanitary, and Stormwater. We were notified a few
24 months ago that one of the sanitary projects was selected by the Congressman to
25 move forward. Of the 10 projects submitted by his office for consideration in the
26 appropriations process, four projects made it through Subcommittee for inclusion
27 in House Bills. The Cherokee Hills Trunkline Sewer Investigation was the only
28 project funded of the four from Subcommittee through the Environmental
29 Protection Agency STAG-Clean Water SRF program. So, this badly needed sewer
30 evaluation project will be aided by a \$100,000 grant. Thank you to Congressman
31 McKinley for his efforts.

32 2. The City of Moundsville will again be participating with the Marshall County
33 FRN and the Mountaineer Food Bank to host food giveaways in 2022. The basic
34 plan and route will be the same as last year, with the distribution being held at East
35 End Park in the Four Seasons Pool rear parking lot. The schedule for 2022 include
36 distributions on March 23rd, April 27th, and September 29th, from 11:00 AM – 1:00
37 PM. I have distributed a memo asking for assistance from employees as we have
38 in past years.

1 3. The Marshall County Home and Business Expo was a huge success. Thank you
2 to all of the Council members and employees that came and worked at the booth.

3 The Business After Hours was also well represented by the city, with eight people
4 attending from the city, and four from the Sanitary/Stormwater Department.

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

8
9 Mayor Hunt asked for any questions for the City Manager:

10 * Councilman Chamberlain asked what is going to happen to the Police
11 Department building when the new municipal building is built. Manager Healy
12 reported the property would probably be demolished.

13 **OLD BUSINESS:**

14
15 **Items to be Discussed by Council.**

16 * Councilman Saunders asked for an update on demolition of the Sanford Center.
17 City Manager reported Edgco will be moving equipment in this evening (Tuesday)
18 and will start demolition tomorrow (Wednesday).

19 * Councilman Chamberlain asked if the contract contained a start and finish date?
20 Manager Healy said it contains both dates neither which have been met. However,
21 the contractor had some concerns of the high voltage line going into the building.
22 They needed some time to have it removed. Weather was also a factor in the
23 delay.

24 * Vice Mayor Wood-Shaw asked for an update on the dilapidated properties grant.
25 Manager Healy reported new guidelines for the grant requires the property be
26 strictly voluntary and we could not demolish mobile homes. As of March 9, eight
27 homes have been added to the list. The state will need to evaluate those homes.
28 Four of those homes have already been approved. Once the other four are
29 approved we can put the demolition out to bid. Vice Mayor Wood-Shaw requested
30 the list of properties.

31
32 **NEW BUSINESS:**

33
34 **Discussion and Approval of the City of Moundsville 2022-2023 General Fund
35 Budget.**

36 Councilman Wood moved to approve the 2022-2023 General Fund Budget,
37 seconded by Councilman Chamberlain. Motion carried unanimously.

1 **Discussion and Approval of Authorizing McKinley & Associates to Proceed**
2 **with Engineering Based on the Current Design of the New Municipal Building.**

3 Councilman Wood moved to authorize McKinley & Associates to proceed with
4 design of new municipal building, seconded by Councilman Saunders.
5

6 During a lengthy discussion, Councilman Chamberlain requested the revised design
7 be sent to GeoTech to have them approve the plans. He feels that City Council
8 should hire an owner’s representative. He said he does not see the need for the
9 dispatch center since Marshall County 911 is available to dispatch the police
10 department at no cost to the city. Councilman Saunders said we have already lost a
11 year on this project and feels the city should move forward. City Manager Healy
12 explained, concerning the design of the new building, after going through the 5G
13 process, at which time McKinley & Associates were hired as the Engineering firm,
14 a site survey was completed by Stegman & Schellhase. McKinley & Associates then
15 hired GeoTech for core drilling. Mr. Patel of GeoTech informed McKinley &
16 Associates how to design the foundation. Councilwoman DeWitt said that she is not
17 in favor of eliminating the police dispatch and expressed no desire for the City
18 Manager to move any further on this. The City Manager commented that when
19 considering eliminating dispatchers, there is more to consider than just the money
20 savings. They service a valuable role for the city, Chief Mitchell concurred. Mayor
21 Hunt thanked Councilman Chamberlain for his concerns but feels City Council
22 should move forward and if they decide to hire an owner’s representative after the
23 bids have been received then it would be advertised at that time. Mayor Hunt called
24 for a vote on the motion leading to a voice vote. City Clerk Hewitt announced the
25 following tally 5 yeas, 1 nay. Chamberlain voting nay. Motion carried.
26

27 **Discussion and Approval of the 2021-2022 General Fund Budget Revision #3.**

28 Councilman Saunders moved to approve the 2021-2022 General Fund Budget
29 Revision #3, seconded by Councilman Chamberlain. Motion carried unanimously.
30

31 **Discussion and Approval to Direct the City Attorney to Draft an Ordinance that**
32 **Prohibits Feeding Wild Animals & Fowl in the City.**

33 City Manager Healy noted Attorney White already provided the ordinance which
34 was in council packets. Councilman Chamberlain moved to approve the ordinance
35 on first reading, seconded by Councilman Wood. After clarification, motion and
36 second was rescinded. Councilman Chamberlain moved to direct the Attorney to
37 draft the ordinance, seconded by Councilwoman DeWitt. Motion carried
38 unanimously.
39
40

1 **Discussion and Approval of a Resolution to Approve the Facts & Matters Stated**
2 **in the Plaintiff’s Collective Answers to Distributor Defendants’ Reformulated**
3 **Discovery Requests to County & Municipal Plaintiff’s.**

4 Councilman Wood moved to approve the resolution, seconded by Councilman
5 Chamberlain. Motion carried unanimously.
6

7 **Discussion and Approval of Donating \$50 to “Pageantry Speaks: End the**
8 **Mental Health Stigma”.**

9 Councilman Saunders moved to donate \$50 to “Pageantry Speaks”, seconded
10 Councilman Chamberlain. Motion carried unanimously.
11

12 **Discussion and Approval of Donating \$50 to Appalachian Outreach Spring**
13 **Craft Fair.** Vice Mayor Wood-Shaw moved to donate \$50 to Appalachian Outreach,
14 seconded by Councilman Wood. Mayor Hunt called for a voice vote. City Clerk
15 Hewitt announced the following tally. 5 yeas, 1 nay. Saunders voting nay. Motion
16 carried.
17

18 **Discussion and Approval of Donating \$50 to Relay for Life.**

19 Councilman Saunders moved to donate \$50 to Relay for Life, seconded by Vice
20 Mayor Wood-Shaw. Motion carried unanimously.
21

22 **Discussion and Approval of Donating \$50 to the Annual Cake Bake Auction for**
23 **Cub Scout Pack 78.**

24 Councilman Saunders moved to donate \$50 to Cub Scout Pac #78 for the annual
25 cake auction, seconded by Councilwoman DeWitt. Motion carried unanimously.
26

27 **Appointment to the Moundsville Board of Zoning Appeals.**

28 Councilwoman DeWitt moved to appoint Katie Dantrassy to the Moundsville Board
29 of Zoning Appeals, seconded by Vice Mayor Wood-Shaw. Motion carried
30 unanimously.
31

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

33 * Vice Mayor Wood-Shaw announced the Moundsville’s Got Talent winner will be
34 opening for one of the Jefferson Fridays event.

35 * Vice Mayor Wood-Shaw announced the Marshall County Chamber of Commerce
36 is participating in a Workforce Symposium Wednesday, April 6, 2022 at the
37 Highlands starting at 8:30 a.m. The Marshall County Chamber along with Wheeling
38 Chamber, Northern Community College, RED and the WV Development Office will
39 be sponsoring the event.

40 * Mayor Hunt noted the winner of Moundsville’s Got Talent is the niece of Attorney

1 Brent Clyburn.

2 * Councilwoman DeWitt said she did not see the event advertised. Vice Mayor
3 Wood-Shaw said they mainly advertise on Facebook.

4 * Councilman Chamberlain moved to discuss at the policy meeting the process of
5 delivering committee reports at council meetings without reading each item that has
6 already been voted upon, this process seems redundant, seconded by Councilwoman
7 DeWitt. Motion carried unanimously.

8 * Councilwoman DeWitt asked if the city is having trouble with the food boxes being
9 emptied at one time? Manager Healy said we are having that problem. The city has
10 put items in the box on two separate occasions and items were removed by the same
11 individuals. The is fine as long as the individual needs the food but he asks everyone
12 to please be considerate of others who may also need food.

13 * Councilman Wood asked if Manager Healy has scheduled time to go over the
14 ARPA funds? Manager Healy said he will be scheduling a Manager's Workshop in
15 a couple of weeks.

16 * Councilman Wood asked where we stand with the infrastructure funding over and
17 above the ARPA funding? Manager Healy reported there is money coming into the
18 state from the Infrastructure Bill which will be going into the Clean Water SRF
19 funding for the sewer projects, and Drinking Water SRF for water projects. Those
20 will be handled through the state. As Manager Healy has mentioned before, with the
21 City of Moundsville's water and sewer rates being so low, we are not eligible for
22 grant funds at all. This may be probably the only opportunity where Moundsville
23 could be eligible for grant funding. The Sanitary Board is in the process of putting
24 together some projects to submit for funding from the Infrastructure Bill.

25 * Mayor Hunt asked for clarification that only new vehicles will be exempt from
26 B&O Tax under the newly passed state law. Manager Healy said the sale of new
27 cars & light trucks only will be exempt from B&O Tax starting July 2023.

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29 **MAYOR ITEMS:**

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31 **Items to be Discussed by the Mayor.**

32 * Mayor Hunt entertained a motion to receive and file the 2022-2023 Moundsville-
33 Marshall County Library Budget. Moved by Councilman Chamberlain and
34 seconded by Vice Mayor Wood-Shaw. Motion carried unanimously.

35
36 **COMMITTEE REPORTS:**

37 **Reports by the Finance Committee.**

38 Councilman Chamberlain reviewed the minutes of the March 8, 2022 finance
39 meeting.

1 **Reports by the Traffic Committee.**
2 Councilman Saunders reviewed the minutes of the March 8, 2022 traffic meeting.

3 **Reports by the Policy Committee**
4 Vice Mayor Wood-Shaw reviewed the minutes of the March 8, 2022 policy
5 meeting.

6
7 **COUNCIL ITEMS:**

8 * **Chamberlain** – Asked if there is anything that can be done with the portion of
9 the walking trail that gets so muddy every time there is some rain? Manager Healy
10 said he & Parks Director White will look at the problem.

11 Councilman Saunders moved to adjourn, seconded by Vice Mayor Wood-Shaw.
12 Motion carried unanimously.

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14 Meeting adjourned at 8:10 p.m.

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17 _____
18 Sondra J. Hewitt, City Clerk

Judy Hunt, Mayor