

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, MAY 4, 2021**

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

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

8  
9 Invocation by Vice Mayor 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, Sgt. Milbert and Attorney  
15 White.

16  
17 **MINUTES:**

18  
19 **Regular Council Meeting of April 20, 2021.**

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

23  
24 **GENERAL PUBLIC HEARING:**

25  
26 \* Brian Yoho, Top Soccer Program, provided a slide show outlining the  
27 community program for children with disabilities, ages 5-15. The program will  
28 help with socialization skills. They are excited to start this program in the fall.

29  
30 \* Mayor D. Wood reminded the audience that anyone wishing to speak to council  
31 will address council as a whole body and for no more than 5 minutes.

32  
33 \* Carl Boso, 305 10<sup>th</sup> Street, said a few years ago he received a letter stating he  
34 was not permitted to park campers in his mobile home park but the city had  
35 permitted Mr. Varlas to park campers in his mobile home park. He feels the city  
36 was singling him out; He reported 8 campers around town without license plates;  
37 Mr. Boso asked why council is not providing the fire department with proper  
38 equipment to work with; And lastly, Mr. Boso reported speeders on 10<sup>th</sup> Street in  
39 front of his residence.

1 City Manager Healy said he provided Chief Mitchell with a memo reporting the  
2 speeding issue.

3  
4 \* David Rickman, 2105 Fourth Street, opposed the Stormwater Rate increase  
5 saying residential owners should be included, everyone should have to pay the  
6 increase. The increase should not be put on the landlords. He asked council to  
7 reconsider the increase.

8  
9 \* Duke Kosky, 1401 10<sup>th</sup> Street, reported getting rats and bugs from the  
10 neighboring house. The decks are falling apart and grass is getting very high.  
11 Nobody is taking care of the property. He requested the Building Inspectors  
12 evaluate the property.

13  
14 \* Mark Clegg, 1411 10<sup>th</sup> Street, said he has safety concerns for the mentioned  
15 property because parts of the deck were blown off the property.

16  
17 \* Christina Schessler, McKinley & Associates, spoke to council concerning some  
18 adjustments they need to make before construction of the new building would start.  
19 After Ms. Schessler's presentation, City Manager Healy said his recommendation  
20 would be Option 1 and explained moving the Building Inspectors and Fire  
21 Department to the Sanitation Office. Then moving the Water Department office to  
22 the conference/storage room and transforming their small hallway into a pay  
23 window. Councilman Chamberlain moved to send this request to the finance  
24 committee, seconded by Councilwoman DeWitt. Motion carried unanimously.

25  
26 Councilman Saunders asked where the employees and customers will be parking  
27 during this transformation? City Manager Healy suggested blocking off Morton  
28 Avenue between 5<sup>th</sup> & 6<sup>th</sup> Street. Councilman Saunders moved to take the request  
29 to the traffic committee, seconded by Vice Mayor Hunt. Motion carried  
30 unanimously.

31  
32 **CITY MANAGER ITEMS:**

33 City Manager Healy provided the following report to council:

34  
35 **Personnel**

- 36 • David Bougher has been hired as the recycling Coordinator. David has lived  
37 in Moundsville since 1981. He and his wife Cindi raised their 4 daughters  
38 here. David has been a registered nurse since 1983 working in a variety of  
39 settings including intensive care and hospice and palliative care. He

1 currently serves as a clinical and regulatory consultant for Wise Hospice  
2 Options based in Oklahoma. Locally David serves as a volunteer on the  
3 City of Moundsville Arts and Culture Commission. Since early 2020 he has  
4 volunteered at the Marshall County Health Department doing COVID-19  
5 testing and since January 2021 has been a COVID-19 vaccinator. David has  
6 a deep love for reusing and recycling and is the perfect fit for our program.  
7 As Coordinator, Dave will have full responsibility over the Recycling  
8 Program, and will report to the Public Works Director. Over and above the  
9 normal requirements, Dave will handle all reporting for the DEP REAP  
10 Grant, with the goal to get the program funded again. He will also be  
11 responsible for the marketing aspects and researching additional items that  
12 the city could begin to recycle.

13 1. This past week, my family, and the community lost a dear friend Diana  
14 Chamberlain Suddath. Diana was also a first cousin to Councilman Randy  
15 Chamberlain. Diana was a long-time employee of BB&T and was always ready  
16 and willing to assist the city when we needed something like a construction project  
17 account started or the use of their parking lot for an event. She truly loved  
18 Moundsville and was a big supporter. When we installed the fence around the  
19 Christmas tree this past year on their lot, I received an immediate text from her,  
20 complementing the workers and city and commenting on how nice it looked. Her  
21 smile will be sorely missed at the bank and on the street. I would ask that we  
22 pause for a short moment of silence in Diana's honor.

23 2. We all heard the presentation tonight from McKinley and Associates as to the  
24 progress on the building. The third and final reading of the bond ordinance will be  
25 at the May 18 meeting, which will also include a Public Hearing. I had a  
26 conference call with Crews & Associates and bond counsel last week to discuss the  
27 project timeline. Project plans and construction bid documents are expected to be  
28 finalized in the next two weeks, with advertising, and an approximate 30-day bid  
29 period.

30 3. The media campaign for the CDBG COVID assistance grant began this week.  
31 As a reminder, the City was the recipient of a \$250,000 grant to assist residents  
32 with mortgage, rental, and/or utility costs that have fallen behind as a result of  
33 COVID. Residents must meet income guidelines and produce proper  
34 documentation. Applications are available at the City Building, Four Seasons  
35 Pool, and on the website. Belomar Regional Council is handling the application  
36 intake and processing, and any questions can be directed to Natalie Hamilton of  
37 Belomar at 304-242-1800 or call the City Clerk's Office at 304-845-3394.

38 4. The US Treasury Department still has not released final guidelines for the

1 American Rescue Plan. Belomar is hosting a meeting that the Mayor and I will  
2 attend on May 19 for Regions 10 & 11, where WV Treasurer McCuskey will be in  
3 attendance and Senator Manchin will be joining virtually. This meeting is  
4 informational, and hopefully we will have guidance prior to the meeting.

5 5. Data Max collections for April totaled \$3,043.80, netting \$1,521.90 for the city.  
6 To date, Data Max has collected \$355,012.71, resulting in \$177,506.36 for the city.

7 6. As of Friday, April 30, the Sanford Center has been secured with padlocks on  
8 all doors. The sign in the front has been removed, as well.

9 7. The paving maps and specs are completed and have been sent to the paper and  
10 some local paving contractors, bid opening is planned for later in May.

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

16 9. The bathroom renovation project at Four Seasons Pool has some delays in  
17 materials, and the completion date has been pushed back to May 31.

18 10. The contracts for the Splash Pad were signed on April 23, and contractors  
19 started site work last week, getting in one day of work. The rain has delayed the  
20 earth and retaining wall work. The first shipment from Rain Drop is next week.  
21 That shipment should contain the holding tank, and the control room units.

22 11. To help curtail the problems at East End, we have stationed an officer at the  
23 park on different evenings for a while. While concentrating on the playground  
24 area, the officer will patrol the entire park area. This in lieu of a Park Monitor,  
25 which we have been unable to hire. Our hope is that this will decrease the  
26 problems and increase the family-friendly atmosphere that we are striving to  
27 provide.

28 12. The Uptown Moundsville Activities Committee (UMAC) sponsored their first  
29 Sidewalk Sale on April 24. My wife and I were on the Avenue and were  
30 impressed with the traffic and the number of people. They are sponsoring another  
31 Sidewalk Sale event this coming Saturday. I would suggest everyone stopping  
32 down and visiting our local businesses.

33 13. Remember our small businesses and restaurants are our backbone. Keep  
34 supporting them.

35  
36 Questions for the City Manager:

37 \* Councilwoman S. Wood asked Manager Healy if he would make sure the  
38 address to return the applications for the assistance grants are on the website.

39  
40 **OLD BUSINESS:**

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

3 \* Councilman Chamberlain asked for an update on removing the old sign poles on  
4 Third Street & Eighth Street. City Manager said he will get an update from the  
5 Building Inspectors.

6 \* Councilman Saunders said there was a fire on Third Street possibly the 1400  
7 block. He reported large amounts of garbage on the front porch that needs cleaned  
8 up.

9  
10 **NEW BUSINESS:**

11  
12 **Discussion and Approval of an Ordinance Providing for a Stormwater Rate  
13 Increase. (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 COUNCIL OF THE CITY OF MOUNDSVILLE,  
18 WEST VIRGINIA, AMENDING THE CODE OF THE CITY OF  
19 MOUNDSVILLE BY AMENDING AND REENACTING SECTION 922.05  
20 AND 922.06 PROVIDING FOR INCREASED STORMWATER USDER FEES  
21 FOR NON-RESIDENTIAL PROPERTIES. (FIRST READING)**

22 Councilwoman S. Wood moved to approve the Stormwater Rate increase ordinance,  
23 seconded by Councilman Chamberlain for discussion. After some discussion, Vice  
24 Mayor Hunt moved to amend to motion to eliminate cost of \$7.50 for “Single Family  
25 Residential Rental Units” seconded by Councilwoman DeWitt. Mayor D. Wood  
26 called for a voice vote on the amendment. City Clerk Hewitt announced the  
27 following tally. 7 yeas. Motion carried unanimously. Mayor D. Wood called for a  
28 voice vote on the original motion. City Clerk Hewitt announced the following tally.  
29 7 yeas. Motion carried unanimously.

30  
31 **Discussion and Approval of an Ordinance Changing the Time of Council  
32 Meetings. (First Reading)**

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

35  
36 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,  
37 WEST VIRGINIA, CHANGING THE TIME OF COUNCIL MEETING  
38 FROM 7:00 P.M. TO 6:00 P.M. ON THE FIRST AND THIRD TUESDAYS OF  
39 EACH MONTH. (FIRST READING)**

40 Councilwoman DeWitt moved to approve the ordinance, seconded by

1 Councilwoman S. Wood. Mayor D. Wood called for a voice vote. City Clerk Hewitt  
2 announced the following tally. 6 yeas, 1 nay. Saunders voting nay. Motion carried.

3  
4 **Appointment to the Arts & Culture Commission. (Council Appointment)**

5 Councilwoman Hunt moved to appoint Brianna Hickman to the Arts & Culture  
6 Commission, seconded by Councilman Chamberlain. Motion carried unanimously.

7  
8 **Appointment to the Design Review Board. (Council Appointment)**

9 Councilman Chamberlain moved to appoint Patricia Weinschenker to the  
10 Moundsville Design Review Board, seconded by Councilwoman DeWitt. Motion  
11 carried unanimously.

12  
13 **Discussion of Request from Marshall County Chamber of Commerce for  
14 Annual Car Show Sponsorships.**

15 Councilman Saunders moved to sponsor the City Manager's Choice of \$30.00 and  
16 the Mayor's Choice of \$30.00, seconded by Councilwoman DeWitt. Motion carried  
17 unanimously.

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

20 \* Vice Mayor Hunt said the new recycling sign looks really nice and is legible  
21 from the road.

22 \* Councilman Chamberlain asked for additional litter signs and containers at the  
23 East End Playground. City Manager Healy said the Parks & Recreation Staff  
24 cleans and empties cans on a daily basis. He will speak to the Public Works  
25 Director to make additional signs. Councilman Saunders added dog waste is  
26 another issue at the parks.

27 \* Councilwoman S. Wood asked what the pay is for the Parks Monitor position?  
28 City Manager Healy said \$10 per hour. Hours are flexible, evenings and  
29 weekends.

30 \* Councilman Chamberlain suggested replacing the green rug under the table at the  
31 playground.

32  
33 **MAYOR ITEMS:**

34 \* Mayor D. Wood asked for an update of the 1% line item breakdown. City  
35 Manager Healy reported Paving was \$93,767.07; Demolition was \$13,395.30;  
36 Recreation/Pool was \$58,046.28; City Building Fund was \$151,813.36; Arts &  
37 Culture was \$4,465.10; Recycling was \$4,465.10; Tech was \$8,930.20; Police  
38 Equipment was \$13,395.30; Fire Equipment was \$13,395.30; Public Works was  
39 \$13,395.30 and the Buffer Account was \$71,441.58.

40 \* Mayor D. Wood asked when the concept of an "owner representative" for the

1 construction of the municipal building be discussed. City Manager Healy said it  
2 will be on the finance committee agenda.

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4 **COMMITTEE ITEMS:**

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6 **Reports by the Finance Committee.**

7 The finance committee will meet on Tuesday, May 11, 2021 at 5:00 p.m.

8 **Reports by the Traffic Committee.**

9 The traffic committee will follow the finance meeting.

10 **Reports by the Policy Committee.**

11 The policy committee will follow the traffic meeting.

12  
13 **COUNCIL ITEMS:**

14 \* **Wallace** – Noted the Stormwater project was introduced the Municipalities as an  
15 unfunded Federal Mandate. Unfortunately, council has to make decisions that  
16 nobody likes.

17 \* Asked what Mr. Boso was speaking about when he said the City Fire Department  
18 did not get the proper equipment to operate? Manager Healy said council members  
19 received an email from the Assistant Fire Chief under the Firefighter’s Union  
20 requesting to use Care’s Act Funds to purchase equipment.

21 \* Also asked City Manager Healy to look into the comment made by Mr. Boso  
22 concerning Mr. Varlas Mobile Home Park and Campground.

23 \* **Saunders** – Asked if discussion of Tomlinson Avenue curb cut and driveway  
24 will be on the Traffic Committee agenda? Affirmative.

25 \* **Chamberlain** – Asked if there was any update on painting the light poles at East  
26 End? Manager Healy said he & Parks Director White discussed the poles and  
27 hopes to have assistance painting the lower part of the pole but will have to use  
28 assistance of the Street Department’s bucket truck for higher parts.

29 \* Said he would like to see how the remaining paving list will look so they can get  
30 bids out earlier for next year.

31 \* Thanked City Manager Healy for mentioning his cousin, Dianna Suddath on her  
32 passing.

33  
34 **Receive and File Legal Ads.**

35 Councilperson DeWitt moved to receive and file the legal ads presented by  
36 Attorney White, seconded by Councilman Chamberlain. Motion carried  
37 unanimously.

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39 Councilwoman DeWitt moved to adjourn, seconded by Councilwoman S. Wood.  
40 Motion carried unanimously.

1 Meeting adjourned at 9:05 p.m.

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Sondra J. Hewitt, City Clerk

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David Wood, Mayor

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