

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, SEPTEMBER 6, 2022**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on September 6, 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 Absent: Mayor Hunt. Also present were City Manager Healy, City Clerk Hewitt,
14 Finance Director Ankrom, Chief Mitchell and City Attorney White.

15
16 **MINUTES:**

17
18 **Regular Council Meeting of August 16, 2022.**

19 Vice Mayor Wood-Shaw moved to approve the minutes of the regular council
20 meeting of August 16, 2022, seconded by Councilman Chamberlain. Motion
21 carried unanimously.

22
23 **GENERAL PUBLIC HEARING:**

24
25 * Randy Whitlatch, 438 Poplar Avenue, complained of the culvert running behind
26 the property constantly flooding to approximately 60 feet into his property. He
27 would appreciate anything the city can do. Sanitary Stormwater Superintendent
28 Castilow was present and spoke with Mr. Whitlatch after the meeting.

29
30 * Carl Boso, 305 10th Street, said he heard that over 100 cars were broken into in
31 the last couple of weeks. He doesn't feel the police are doing their jobs. He said
32 he was told the officers stopped someone for going 2 miles over the speed limit
33 and they are taking their dogs to the animal hospital in their cruisers.

34
35 **PUBLIC HEARING:**

36
37 **A Public Hearing Concerning the Sanitary Rate Schedule.**

38 Councilman Saunders moved to open the public hearing concerning the Sanitary
39 Rate schedule, seconded by Councilman Wood. Motion carried unanimously.
40 James Kelsh, Bowles & Rice, pointed out the rate schedule is a 25% across the

1 board increase which is about \$6.46 per month to the average customer.
2 Councilman Saunders moved to close the public hearing, seconded by Vice Mayor
3 Wood-Shaw. Motion carried unanimously.

4
5 **CITY MANAGER ITEMS:**

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7 **Resignation Letter from Councilman Dennis Wallace.**

8 City Manager Healy read the resignation by Councilman Dennis Wallace.
9 Councilman Chamberlain moved to receive and file the letter, seconded by
10 Councilman Wood. Motion carried unanimously.

11
12 **Report on Progress of New Municipal Building.**

- 13 1. We had our first progress meeting this morning with the architects and the
14 contractor. These will occur every other Tuesday at 10:00 AM.
15 2. Morton Avenue from 5th Street to 6th Street will close on Monday, September
16 12. &build will begin to install safety fence soon after.
17 3. The Fire Department is continuing to empty their building and necessary items
18 are being moved to the sanitation building. The Building Inspectors will begin
19 work on Monday, September 12, in their temporary location at the Sanitation
20 Office Building.
21 4. The date for the ceremonial Groundbreaking is this Thursday, September 8, at
22 4:00 PM. There will be a short program with comments from officials and the
23 general contractor. The groundbreaking will then take place with many
24 opportunities for photos.

25
26 **Other Items to be Discussed by City Manager.**

27 City Manager Healy provided the following report to council:

28 **Personnel**

- 29
- 30 • Resignations/Retirements
 - 31 ○ City Manager Secretary Kim Scarbin resigned effective August
 - 32 ○ Public Works Secretary Joyce Fluharty retired effective August
 - 33 ○ Patrolman First Class Austin Pedelose resigned effective
 - 34 ○ Sergeant Robert Shilling resigned effective September 16th.
 - 35 • Numerous positions open with the city currently.
 - 36 ○ Administrative Secretary – deadline is tomorrow for resumes.
 - 37 ○ Public Works Secretary – deadline is Friday.
- 38
39

- 1 ○ Part-Time Meter Attendant – open applications.
- 2 ○ Fire Department one position - open applications.
- 3 ○ Police Department four positions – open applications.
- 4

5 1. The American Rescue Plan programs update - I have approved forty-four
6 Homeowner Grants totaling \$195,780.33, leaving us with a \$4,219.67 balance. I
7 have approved six Non-Profit Grants totaling \$30,000.00, and four Business Grants
8 totaling \$20,000.00. More discussion on this later.

9 2. The 2022 Paving Program is complete, with sections of eight streets being
10 paved, and two other smaller areas.

11 3. We had the Bid Opening for the East End Bronco Field Lighting Project last
12 week. Mountain State Electrical Contractors, LLC is the apparent low bidder at
13 \$230,500 for all the lights. The bid is currently being reviewed by our Engineers.
14 We budgeted \$150,000 to complete half of the lighting. The lighting quoted is
15 Musco brand, a well-known name in the business. I am going to work with
16 Director White to see where we can come up with the balance of these funds to
17 complete this project. Council bid approval will be on a later agenda.

18 4. Work is on-going at the Extension intersection for the new welcome sign. Still
19 to complete is the stone facing of the foundation and lighting.

20 5. The deadline for the interest letters for the open Council seat is Wednesday at
21 4:00. We currently have four letters received.

22 6. Community Day 2022 was another successful event, with hundreds of people
23 turning out to enjoy the food and games. I would like to thank my staff who works
24 hard to pull this event together, and Superintendent Stocklask who greatly assists
25 with donations and planning. And a big thank you to all of our sponsors, and those
26 employees who gave up a beautiful Saturday to give back to their community.

27 7. Many Chamber of Commerce events upcoming. They include a Business After
28 Hours at Grand Vue on September 15th, the State of Marshall County Breakfast on
29 September 28th, and the Annual Chamber Dinner on October 12th. Please let me
30 know if you plan to attend any of these events.

31 8. Our Groundbreaking is Thursday. To allow all of the office staff to attend, the
32 office will close at 4:00 that day. The program is set for remarks from the Mayor,
33 City Manager, Chamber of Commerce, and others. Actual groundbreaking will
34 take place after that with plenty of time for pictures.

35 9. Morton Avenue between 5th Street and 6th Street will close on Monday,
36 September 12th, and will remain closed throughout the construction of the building.

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

5 Mayor Hunt asked for any questions by council to the City Manager?

6 * Councilman Saunders asked when the houses on Jefferson Avenue will be
7 demolished? Manager Healy said there is a 30 day posting period.

8 * Vice Mayor Wood-Shaw asked for an update on the bicycle program. Manager
9 Healy reported the bikes are assembled but we were missing some parts. The parts
10 have been shipped but we have not received them yet. The software is up and
11 running. We are waiting on the bicycle rack. As soon as the rack is in place and
12 the bikes are finished, the program will be ready.

13 * Mayor Hunt asked if the Planning & Zoning Training session was recorded so
14 she can watch it later? Manager Healy said the session was recorded on zoom and
15 placed on a flash drive for anyone that wants to watch it later.
16

17 **OLD BUSINESS:**

18 **Discussion and Approval of an Ordinance Amending the Existing Sanitary** 19 **Rate Schedule. (Third & 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 CITY OF MOUNDSVILLE, WEST VIRGINIA** 24 **AMENDING THE EXISTING RATE SCHEDULES FOR THE SANITARY** 25 **DEPARTMENT OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA** 26 **(THIRD & FINAL READING).**

27
28 Councilman Wood moved to approve the sanitary rate schedule ordinance,
29 seconded by Councilman Chamberlain. Mayor Hunt called for a voice vote. City
30 Clerk Hewitt announced the following tally. 5 yeas. Motion carried unanimously.
31

32 Councilman Chamberlain asked Mr. Kelsh when customers will see the increase
33 on their bills? Mr. Kelsh reported if the ordinance is passed, 45 days after passage.
34

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

36 * Councilman Wood asked for an update on the Fostoria Bridge project. Manager
37 Healy reported all department & utility companies are in the process of relocating
38 the utilities. Once that is completed, the utilities will be out of the right of way of

1 the new bridge. The state's bid opening for the actual bridge project is Thursday,
2 September 15, 2022 and hopefully will move forward with awarding that project.

3 * Councilman Wood commented on the Planning & Zoning training saying he hopes
4 those who attended will follow some of the suggestions and ideas that were
5 presented.

6 * Councilman Wood asked if Manager Healy was able to research the use of
7 technology for council meetings? Manager Healy reported he will have information
8 at the finance sub-committee meeting.

9 * Councilman Wood asked if council was going to be discussing the Candidate
10 Public Forum? Manager Healy said that item will also be discussed at sub committee
11 meetings. He will include last election's process and questions.

12 * Councilman Wood asked for an update on the demolition program. Manager Healy
13 reported the demolition list is with the Historic Preservation Office, awaiting their
14 approval.

15 * Councilman Wood said he was interested in learning more about Amendment #2
16 that will be on the General Election Ballot in November. Manager Healy said
17 Marshall County Assessor Eric Buzzard will be present at the regular council
18 meeting to explain the issue. This will have a huge impact on the services provided
19 by the County.

20 * Councilman Saunders asked if the house on Myrtle Avenue was taken care of?
21 Manager Healy said he didn't know the status but it was turned in.

22 * Councilman Chamberlain asked if there will be cameras located at the Valley Fork
23 Ballfields. He was told of a break-in at the concession shelter. Manager Healy said
24 he and Parks & Recreation Director White have discussed installing the cameras but
25 Valley Fork has no WiFi service. Attorney White noted cameras can now use cell
26 service.

27 * Councilman Chamberlain said we may need cameras where the bicycles will be
28 located as well.

29
30 **NEW BUSINESS:**

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32 **Discussion and Approval of Entering into a Contract with JD&E to Act as an**
33 **Owner Representative for New Municipal Building Project.**

34 Councilman Chamberlain moved to approve the quote for \$239,820.00, seconded
35 by Councilman Wood. Motion carried unanimously.

36
37 **Discussion and Approval of Allocating Additional Funds for the ARP**
38 **Homeowners Grant Program.**

39 Councilman Chamberlain moved to re-allocate \$150,000.00 from other categories
40 of the first round of funds plus \$200,000.00 from second round of funding,

1 seconded by Councilman Saunders. Motion carried unanimously.

2
3 **Legal Publications by Attorney White.**

4 Attorney White submitted several legal advertisements published in the local
5 newspapers to be received and filed by council. Councilman Chamberlain moved
6 to receive and file the legal ads, seconded by Mayor Wood-Shaw. Motion carried
7 unanimously.

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

10 * Councilman Wood noted in making a three month (May, June & July)
11 comparison, pool attendance and concession revenue has doubled in 2022
12 compared to 2021. The Splash Pad is the obvious reason.

13 * Vice Mayor Wood-Shaw asked Manager Healy to keep council up to date as the
14 non-profits and businesses ARP funds are spent so they can move unused funds to
15 the homeowner grant.

16 * Councilman Chamberlain asked if council will have a monthly progress report as
17 the new city building progresses? Manager Healy said he, &build and McKinley
18 will have biweekly progress meetings, as well as someone from &build to attend a
19 council meeting for updates.

20 * Councilman Chamberlain asked if Public Works Director Stocklask has any
21 plans to repair concrete streets this year? Manager Healy said probably not this
22 year since we are utilizing and relying heavily on them for moving offices to other
23 locations before demolition starts.

24
25 **MAYOR ITEMS:**

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27 * Mayor Hunt received a thank you to council for paving the entrance to Arrowhead
28 Drive.

29 * Mayor Hunt said paving on Blaney Avenue looks nice as well.

30 * Mayor Hunt thanked council and employees for the fruit basket sent to her when
31 she lost her mother. She and her family appreciated the kind words, food and gifts.

32
33 **COUNCIL ITEMS:**

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35 * Councilman Chamberlain suggested presenting former Councilman Denny
36 Wallace with an acknowledgement of appreciation for his service on Council.
37 Manager Healy said we would take care of that.

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39 Councilman Chamberlain moved to adjourn, seconded by Vice Mayor Wood-
40 Shaw. Motion carried unanimously.

1 Meeting adjourned at 7:15 p.m.

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Sondra J. Hewitt, City Clerk

Judy Hunt, Mayor