

**STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF MOUNDSVILLE,  
MAY 7, 2019**

The Council of the City of Moundsville met in Regular Session in the Council Chambers on May 7, 2019 at 7:00 p.m.

Meeting was called to order by Mayor Phil Remke who also gave the invocation.

City Clerk Hewitt called the roll and the following Councilpersons were in attendance: Dewitt, Hunt, Saunders, Vice Mayor David Wood, S. Wood and Mayor Remke. Absent: Haynes. Also present were City Manager Healy, Public Works Director Stocklask, Police Chief Mitchell, Asst. Fire Chief Kimple, Building Inspector Richmond, Parks & Recreation Director White, CPA Goddard, Attorney White and City Clerk Hewitt.

**MINUTES:**

**Regular Council Meeting of April 16, 2019.**

Vice Mayor D. Wood moved to accept and approve the minutes of the regular council meeting of April 16, 2019, seconded by Councilperson DeWitt. Motion carried unanimously.

**GENERAL PUBLIC HEARING:**

\* Carl Boso, 305 10<sup>th</sup> Street, was upset that Mr. Kudlak was not being cited for illegal burning on his Twelfth Street property. City Manager Healy, Police Chief Mitchell and Fire Chief Brandon are addressing the issue.

**OLD BUSINESS:**

**Discussion & Approval of an Ordinance To Repeal Section 157 of City Code (Second Reading)**

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

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA, REPEALING SECTION 157.01(a) OF THE CODE OF THE CITY OF MOUNDSVILLE RELATING TO FIXING EMPLOYEE SALARIES BY ORDINANCE. (SECOND READING)**

Councilperson DeWitt moved to approve the ordinance, seconded by Councilperson S. Wood.

Mayor Remke called for a voice vote. City Clerk Hewitt announced the following tally, 6 yeas. Motion carried unanimously.

**Discussion and Approval of a Zone Change Ordinance at Teletech Drive and DOT Drive from Industrial District to "C-1" Corridor Commercial. (Second Reading)**

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

**AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA, PROVIDING TO CHANGE A CERTAIN DESIGNATED AREA AT TELETECH DRIVE AND DOT DRIVE IN THE CITY OF MOUNDSVILLE FROM AN INDUSTRIAL ZONE TO A CORRIDOR COMMERCIAL ZONE. (SECOND READING)**

Councilperson DeWitt moved to approve the above ordinance, seconded by Councilperson Hunt.

Mayor Remke called for a voice vote. City Clerk Hewitt announced the following tally, 6 yeas. Motion carried unanimously.

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

\* Councilperson S. Wood asked for an updated report from Thrasher Engineering. Manager Healy said he received the report and will discuss with council at the sub-committee meeting.

\* Councilperson Hunt received a complaint of garbage and drug activity at 22 & 24 Oak Avenue. Manager Healy said the complaints were being addressed.

\* Councilperson Hunt reported the weeds are high around the fence line of the Minnesota LTD lay down yard at First Street & Fostoria Avenue. And also, at First Street & Jefferson Avenue at the dentist office.

\* Councilperson Saunders asked for an update on the Fostoria Avenue bridge project. Manager Healy reported sending an email to Dave Brabham, DOH District Engineer but received no response.

\* Councilperson Saunders asked for an update on the progress of Jason Drive. Manager Healy reported work done by the Moundsville Sanitary Board has been completed and is ready for paving.

\* Councilperson Saunders requested an update on paving. He said he understood the city was first in line for paving this spring. Manager Healy will discuss that matter under his manager's report. Attorney White will look at the city's contract with Klug's.

\* Councilperson DeWitt moved to discuss the proposal presented by Lt. Kosek at the finance sub-committee meeting, seconded by Councilperson Saunders. Motion carried unanimously. Councilperson DeWitt asked Manager Healy if he could contact Marshall County Sheriff Department to ask if one of their Deputies would help cover the city on each shift?

\* Councilperson DeWitt reiterated the discussion of paving city streets by Klug Brothers. She feels council needs to consider choosing the higher bidder since Klug's were unable to begin the city's paving in the spring as promised.

\* Councilperson DeWitt asked if Manager Healy received paving estimates on new paving list? Manager Healy said City Engineer Tush is working on the figures.

\* Vice Mayor D. Wood said council should have a plan when it comes to expending monies and doing different projects. This issue has been talked about several times in the past but has never designed a plan.

\* Vice Mayor D. Wood reminded council they will need to evaluate City Manager Healy in June for his 6 month evaluation.

### **NEW BUSINESS:**

#### **Discussion and Approval of an Ordinance Pertaining to Sign on Bonus for Newly Hired Police Officers & Firefighters. (First Reading)**

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

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA, AMENDING AND REENACTING A PORTION OF ARTICLE 155 OF THE CODE OF THE CITY OF MOUNDSVILLE, RELATING TO POLICY PROVISIONS FOR EMPLOYEES OF THE CITY OF MOUNDSVILLE BY ADDING A SUBSECTION 155.17(b)(6) AND ADDING A SUBSECTION 155.17(a)(3) TO PROVIDE FOR A SIGN ON BONUS FOR NEWLY HIRED POLICE OFFICERS AND FIREFIGHTERS. (FIRST READING)**

Vice Mayor Wood motion to approve the above ordinance, seconded by Councilperson DeWitt.

Mayor Remke called for a voice vote. City Clerk Hewitt announced the following tally, 6 yeas. Motion carried unanimously.

#### **Discussion and Approval of Bids Received for Used Vehicles.**

Vice Mayor Wood moved to accept the following high bids for used vehicles: A-1 Auto Parts, 2000 Ford 1 Ton Dump Tk, \$525.00; James Kudlak, 1991 Ford F-750 Dump Tk, \$2,001.00; James Kudlak, 1988 Ford Dump Tk, \$311.11; And Steve Baker, Massey Ferguson Tractor, \$725.00, seconded by Councilperson Saunders. Motion carried unanimously.

**Discussion and Recommendation of Quotes Received for the Audio Visual Equipment for the Council Chambers.**

Councilperson Saunders moved to accept the quote recommended by City Manager Healy by Sound Waves in the amount of \$10,767.92, seconded by Councilperson S. Wood. 5 years, 1 nay. DeWitt voting nay. Motion carried.

**Recommendation and Approval of the 2019-2020 Health Insurance Renewal with the Health Plan.**

City Manager Healy presented quotes for renewal of the employee Health Insurance package submitted by Jonnett Lazaz of Schwendeman Agency.

After a brief discussion, Councilperson Saunders moved to accept Option #1, seconded by Councilperson S. Wood. Motion carried unanimously.

**Discussion of Historic Landmarks Commission & Design Review Board.**

Manager Healy explained the Moundsville Historic Landmarks Commission is in a reorganization phase. The ordinance specifies there will be a Design Review Board that receives referrals from the commission on any proposal to repair, restore, modify or renovate or otherwise alter buildings and structures in the city that have been designated as historic landmarks. Also, the ordinance is composed of eight city residents that are appointed by council and includes one from the Zoning Appeals Board, the Building Inspector, one from Council, one from MEDC, one from the Landmarks Commission, one from the Marshall County Chamber of Commerce and two citizens at large. The commission is not aware of who the members are and are asking council for some guidance.

Councilperson Saunders moved to leave board as is, seconded by Councilperson S. Wood. Motion carried unanimously.

**Discussion and Approval of a Resolution Authorizing the City Manager to Enter into an Agreement with TSG Smart Site.**

Councilperson S. Wood moved to authorize the City Manager to enter into the agreement with TSG Smart Site, seconded by Mayor Remke. Motion carried unanimously.

**Discussion and Approval of Employee Wage Adjustments as Recommended by the City Manager.**

Councilperson Saunders moved to approve the employee wage adjustments, seconded by Councilperson S. Wood. Motion carried unanimously.

**Discussion and Approval of a Recommendation by the Moundsville Planning Commission to Allow for Conditional Use in C-1 Zone (Corridor Commercial).**

Councilperson DeWitt moved to direct Attorney White to draft an ordinance pertaining to Conditional Uses in C-1 Zone, seconded by Councilperson Hunt. Motion carried unanimously.

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

\* Councilperson DeWitt moved to discuss at the finance meeting the possibility of an indoor recreation center in Moundsville, seconded by Vice Mayor D. Wood. Motion carried unanimously.

\* Councilperson DeWitt moved to have an executive session following the regular meeting for personnel matters, seconded by Mayor D. Wood. Motion carried unanimously.

\* Councilperson Hunt thanked council for their support of the Appalachian Outreach annual fund raiser. It was a success and well attended.

\* Councilperson S. Wood moved to discuss at the policy meeting guidelines for ad hoc committees, seconded by Mayor Remke. Motion carried unanimously.

\* Councilperson S. Wood moved to discuss at the policy meeting implementing a 311 system for the City of Moundsville, which would address complaints through the city's website, seconded by Mayor Remke. Motion carried unanimously.

\* Councilperson Saunders moved to discuss at the finance meeting to provide financial assistance to a JM Student for a trip, seconded by Councilperson DeWitt. Motion carried unanimously.

**MANAGER REPORTS:**

**Appointment to the Historic Landmarks Commission. (Unexpired Term)**

Manager Healy announced he has appointed Jewell Vucelick to fill the unexpired term of Jane Klug which will not expire until 1/1/2021.

Manager Healy presented his following report to council:

1. Councilperson DeWitt had asked me about the timeline for the Route 2 Widening project. I contacted the DOH and received an update on the project schedule. I created this timeline to show you the progress and remaining schedule. The target date for completion of Rt. 2 is December 31, 2019, weather permitting.
2. The Recycling Committee met last Thursday, May 2. The Committee decided to move forward with designing a small program consisting mainly of recycling paper and cardboard only

at first. I will be applying to the WV DEP for a grant in July to help fund a small bailer and other necessary items for the program. Committee will meet again in June to check the progress.

3. Paving Update: We were notified last Thursday about the milling to begin on 7<sup>th</sup> Street and Jefferson Avenue over the weekend. I contacted Klug Brothers and inquired about our own City street paving projects. Contrary to their previous promise that we were front and center, I found out that they had already done some paving in Wetzel County and were heading to this Jefferson Avenue project. I was told these were “urgent and emergency” projects with the State. They are still holding to their end of May projection for our projects.

4. The Sign Shop, located at the Street Department made no-smoking and no-alcohol signs for all of the parks. Director White and Superintendent Stocklask are in the process of installing these signs.

5. I received a letter dated April 18, 2019 from Comcast regarding their contract renewal. This letter is the official notification that the renewal period is open, and they are requesting the start of renewal proceedings. The current contract expires in December of 2021. I have forwarded a copy of this letter to City Attorney White for review and comment.

6. At next week’s Department Head Meeting, Susan Harrison from CASA will present a one-hour training on recognizing and responding to childhood sexual abuse and neglect. Any Council member who would like to attend is welcome. Training starts at 9:00 AM.

7. In your packets, you have received an invitation to the groundbreaking held in conjunction with MPH Hotels and the Chamber of Commerce. The vent is Tuesday, May 21, at 10:30 AM. Speakers to include myself, Mayor Remke, Scott Reager, and MPH Hotel President Michael Holtz. Light refreshments will be provided. I would encourage all Council to attend as their schedules permit, to welcome MPH to our community.

8. The Thank you Luncheon sponsored by the Calvary United Methodist Church’s Mission Group was attended by over 50 employees and Mayor Remke. It was well appreciated, and I’d like to publicly thank Calvary for their effort.

9. I attended the high school baseball game held last week at East End between Cameron and Wheeling Central. I’d like to thank Rec Director John White for his hard work to get the fields ready. The atmosphere was electric and I’d love to make this an annual (at least) event. Thanks to the teams for playing there.

10. Last but certainly not least – our City Fire Department is now back to a five-person department, with Matthew Earnest being sworn in yesterday. Matt is a resident of Don Claire Drive off Route 250. He is a graduate of John Marshall High School and Columbia Southern University with an Associate of Science degree in Fire Science. He is also a Veteran, having served 9 years in the US Navy. He has completed Firefighter 1 & 2, Fire Officer 1 & 2, Pump Operations, Auto Extraction, and Rope Rescue training. He also serves as a Lieutenant and Training Officer for the Limestone Volunteer Fire Department. He resides with his wife Alison, and children Madison, Carlo, Gabriel. I am happy to welcome to the City of Moundsville family Probationary Apprentice Firefighter Matthew Earnest.

11. Reported 18 Park Street was demolished and 6 others are in different stages of the

demolition process. Demolition for those properties will be over the next couple of months.

### **MAYOR ITEMS:**

- \* Mayor Remke welcomed Councilperson Judy Hunt back to council from surgery.
- \* Mayor Remke thanked Cameron High School students, coaches and Wheeling Central High School students and coaches for playing their baseball game at East End baseball field. He also thanked Parks & Recreation Director John White. He noted the last High School baseball game played on that field was in 1968.
- \* Mayor Remke asked for an update on the repair of the Police Department by the Brick Layers Apprentice program. Manager Healy reported speaking with the program manager who will have an estimated cost of materials next week.
- \* Mayor Remke asked for an update on the office computer software. Manager Healy reported ongoing communication with the programmer as well as delays. Mr. Feamster will be at the office on May 15, 2019 to begin training.
- \* Mayor Remke moved to discuss at the policy meeting the amount of junk vehicles permitted at wrecking yards, seconded by Councilperson Saunders. Motion carried unanimously.
- \* Mayor Remke moved to discuss at the policy meeting the definition of “lay down yards” , seconded by Councilperson Saunders. Motion carried unanimously.
- \* Mayor Remke moved to discuss at the policy meeting the installation of bollards in front of new construction, seconded by Vice Mayor D. Wood. Motion carried unanimously.
- \* Mayor Remke announced meeting with MPH, City Manager and city department to finalize plans for the hotel. Breaking ground ceremony will be scheduled for May 21, 2019 at 10:30 a.m., at the site.
- \* Mayor Remke signed a Proclamation for “Paint the Town Purple” for Relay for Life for the month of May.
- \* Mayor Remke met with owners of a company known as Sand Tiger to discuss storage unit type of apartments.
- \* Mayor Remke asked for the status of drainage problem on Second Street. Manager Healy reported City Engineer Tush has a plan for repair but it consists of milling the sides. At this time, Klug’s do not have a milling machine.
- \* Mayor Remke asked if there has been a decision made on the Police Department building? Manager Healy said he will be presenting the second draft of a Municipal Building from Thrasher at the sub-committee meeting.

### **COMMITTEE REPORTS:**

#### **Discussion and Approval of Recommendation by the Policy Committee.**

Vice Mayor D. Wood suggested the Policy Committee meeting at 5:00 p.m.

#### **Discussion and Approval of Recommendation by the Finance Committee.**

Finance meeting will follow the policy meeting.

**Discussion and Approval of Recommendation by the Traffic Committee.**

Traffic meeting will follow the finance meeting.

**COUNCIL ITEMS:**

\* **DeWitt** - Nothing at this time.

\* **D. Wood** - Welcome back Councilperson Hunt.

\* **Saunders** - Announced women's softball league has 6 teams. He is happy they have decided to start a league again. Also, the Parks & Recreation Advisory Board is hoping to help organize Basketball and Kickball Tournaments.

\* **Hunt** - Nothing at this time.

\* **S. Wood** - Will provide Manager Healy with names of potential vendors for Community Day, which is scheduled for August 24, 2019 at the Riverfront Park.

Mayor Remke moved to recess before the executive session, seconded by Councilperson S. Wood. Motion carried unanimously.

Meeting recessed at 8:43 p.m.

Regular session reconvened at 8:50 p.m.

Executive session began at 8:51 p.m.

Executive session recessed at 9:30 p.m.

Regular session reconvened at 9:30 p.m.

Councilperson S. Wood moved to adjourn, seconded by Councilperson DeWitt. Motion carried unanimously.

Meeting adjourned at 9:31 p.m.

---

Sondra J. Hewitt, City Clerk

---

Phil Remke, Mayor



