

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

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on November 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, Hickman, Saunders, Vice Mayor Wood-Shaw,  
13 and Mayor Hunt. Also present were City Manager Healy, City Clerk Hewitt,  
14 Finance Director Ankrom, Secretary Jasenec, Chief Mitchell and City Attorney  
15 White. Absent: David Wood.

16  
17 **MINUTES:**

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

20 Councilman Chamberlain moved to approve the minutes of the Regular Council  
21 Meeting of November 1, 2022, seconded by Councilwoman DeWitt. Motion  
22 carried unanimously.

23  
24 **GENERAL PUBLIC HEARING:**

25 \* Dennis Hall, 23 Oak Avenue, said the Water Department can't get parts for his  
26 water meter but continue to charge him for a service he is not getting. Manager  
27 Healy said he would need to speak with Superintendent Terry Roberts. Mr. Hall  
28 said he feels the Mayor position should be a four year term elected by the people  
29 and asked Attorney White what he needed to do to have a Charter change. And  
30 lastly, Mr. Hall said he doesn't feel that council appointing Councilwoman Brianna  
31 Hickman to service the unexpired term of Dennis Wallace was proper.

32  
33 **MANAGER ITEMS:**

34  
35 **Report on Progress of New Municipal Building.**

36 1. Progress Meeting #6 was held this morning. The Construction Schedule was  
37 reviewed, along with the two week look-ahead plans. Those plans include the  
38 basement backfill, removal of the existing blacktop and topsoil, and construction of  
39 the drilling rig for the deep-pile foundations.

1 2. Sixth Street from Jefferson to Morton has been reopened, and the visitors seem  
2 to be adjusting to the new traffic flow. Signs are being made for the Jefferson  
3 Avenue gate, indicating construction traffic only.

4 3. The contractor indicated today that they still feel they are on schedule and will  
5 continue to monitor these moving forward.

6  
7 **City Manager Healy Provided the Following Report to Council:**

8 **Personnel**

- 9 • Full-time positions open with the city currently include:
  - 10 ○ Fire Department one position - open applications. Testing is
  - 11 being scheduled for December.
  - 12 ○ Police Department four positions – open applications. Last
  - 13 testing had one candidate who did not pass the physical portion
  - 14 of the test.
- 15 • Part-time positions needed include lifeguards.

16 1. There has been little change in the American Rescue Plan recipients. The  
17 homeowner’s money is virtually exhausted, and no new applications are being  
18 accepted.

19 2. Update on the Demolition Grant – The Homeowner assistance money is  
20 virtually gone, and no new applications are being accepted.

21 3. As reported at the last meeting, the repairs to the boiler at the pool have been  
22 completed. In response to Council’s questions about options, a stainless-steel  
23 boiler will cost approximately \$65,000.00. Due to the chlorine condition in that  
24 area, it may not be warranted longer, but would most likely last longer. The brand  
25 and style of the heater that is used at the Holiday Inn Express is entirely different  
26 and is not available to service the size of pool that we have. If so desired, Director  
27 White’s recommendation would be to parallel another regular boiler, and alternate  
28 usage. That cost is approximately \$25,000.00. The current boiler is five years old,  
29 and with the recent repairs may last another five years. Something to consider at  
30 budget time.

31 4. The Park View playground equipment has been installed. Border and mulch  
32 will be added around the entire playground area. Fitness equipment, picnic tables,  
33 and trash receptacles are all ordered.

34 5. The Merry-Go-Round has been repaired and is back in service at East End  
35 playground.

1 6. Director White and I discussed the kayak rental and launches. He is doing  
2 some research and we will have a report ready for the December or January Sub-  
3 Committee Meeting.

4 7. Work is continuing on the Jackson/Mulberry storm sewer project. Reminder  
5 that this is the first infrastructure project started using American Rescue Plan funds  
6 and is being completed in-house.

7 8. I have been working with Director Tom Cook and the Marshall County Health  
8 Department to implement a drug testing program. That program is now complete,  
9 and this will alleviate our employees from having to drive to Wheeling for testing.  
10 All pre-employment, suspicion, and post-accident testing will be done at the Health  
11 Department effective immediately. The Random Testing Program will begin on  
12 January 1, 2023. In addition to saving time, all testing will be 10-panel, and  
13 include alcohol testing. This is a win-win for the city and the Health Department.  
14 After hours testing will still be done at MedExpress and WVU-Reynolds.

15 9. Manager Healy presented a picture and cost of a cornerstone for the new City  
16 Building suggested by Councilman Chamberlain. Councilman Chamberlain  
17 moved to approve the purchase and installation of a cornerstone, seconded by  
18 Councilwoman DeWitt. Motion carried unanimously.

19 10. The Christmas Parade is this Saturday, November 19<sup>th</sup>, starting at 2 PM. Line-  
20 up location will be known after tonight's safety meeting. We have five people  
21 walking to hand out candy, so anyone that wants to ride (or walk along), let me  
22 know.

23 11. Small Business Saturday is November 26<sup>th</sup>, which will include a Scavenger  
24 Hunt.

25 12. Openings remain on the Planning Commission, Historic Landmarks, and the  
26 Building Commission. Please reach out to anyone that you think may be interested  
27 in applying and ask them to contact me.

28

29 Mayor Hunt asked if council members had any questions for the City Manager?  
30 \* Vice Mayor Wood Shaw asked if there were any citizens that wanted to place the  
31 ARPA Home Improvement Grant signs in their yards? Manager Healy said we  
32 will be sending signs out this week.

33 \* Councilman Chamberlain asked if we are at a stand still with the pool boiler?  
34 Manager Healy said everything is working fine. The water is up to the temperature  
35 the morning patrons like. Parks & Rec Director White is where everything is  
36 headed now. Councilwoman Hickman asked if the boiler needs to run 24-7?  
37 Manager Healy said it isn't worth turning it up & down when the pool is not in use.

1 The only time the temperature gets turned back is when the JM Swim Team is  
2 practicing.

3  
4 **OLD BUSINESS:**

5  
6 **Other Items to be Discussed by Council.**

7 \* Vice Mayor Wood-Shaw announced the Moundsville Arts & Culture  
8 Commission are sponsoring Christmas on the Avenue, December 17, 2022 from 5-  
9 8 p.m. The Christmas ornaments are finished and will be delivered to the  
10 Moundsville City Building on Wednesday, November 16, 2022 where they will be  
11 sold. The ornaments are designed and produced locally in Marshall County.

12 \* Councilman Saunders asked if Clinton Avenue was next on the  
13 Sanitary/Stormwater Board's agenda to be repaired? Manager Healy said the  
14 board is leaning toward Clinton Avenue. They have done some investigating but  
15 haven't done engineering in that area.

16  
17 **NEW BUSINESS:**

18 **Discussion and Approval of Additional Christmas Clothing Allowance of**  
19 **\$500.00 for full-time and \$250.00 for part-time employees.**

20 Councilwoman DeWitt moved to approve additional clothing allowance,  
21 seconded by Councilwoman Hickman. Motion carried unanimously.

22  
23 **Discussion and Approval of Donating \$100.00 to the FRN Teen Christmas**  
24 **Assistance Project.**

25 Vice Mayor Wood-Shaw moved to donate \$100.00 to FRN, seconded by  
26 Councilman Chamberlain. Motion carried unanimously.

27  
28 **Discussion and Approval of Annual Christmas House Decorating Contest**  
29 **of \$100.00 First Place; \$50.00 Second Place; \$25.00 Third Place and**  
30 **Judging will be on December 10, 2022.**

31 Councilman Saunders moved to sponsor House Decorating Contest, seconded  
32 by Vice Mayor Wood-Shaw. Motion carried unanimously.

33  
34 **Discussion and Approval to Direct the City Manager to Solicit Quotes to**  
35 **Repair 8<sup>th</sup> Street from Ash Avenue to Henrietta Avenue and Annadale**  
36 **Avenue from 4<sup>th</sup> Street to 7<sup>th</sup> Street.**

37 Councilman Saunders moved to solicit quotes to repair above listed streets,  
38 seconded by Councilman Chamberlain. Motion carried unanimously.

1 **Discussion and Approval of Creating Wednesday, November 23, 2022 as**  
2 **an Additional Holiday for Employees.**

3 Councilwoman DeWitt moved to approve additional holiday for employees,  
4 seconded by Vice Mayor Wood-Shaw for discussion. Councilwoman DeWitt  
5 asked to declare this day a permanent holiday for city employees. Attorney  
6 White noted this item would have to be made part of the city code and should  
7 be discussed at the policy sub-committee meeting. Motion carried  
8 unanimously.

9  
10 **Discussion and Approval of Free Holiday Parking in the Business District**  
11 **from Wednesday, November 23, 2022 until January 3, 2023.**

12 Councilwoman Hickman moved to approve free holiday parking on the  
13 Business District (Jefferson Avenue), seconded by Councilman Saunders.  
14 Motion carried unanimously.

15  
16 **Discussion and Approval to Authorize the City Manager to Enter into a**  
17 **Regional Hazard Mitigation Five Year Plan with Marshall, Ohio and Wetzel**  
18 **Counties.**

19 Councilman Chamberlain moved to enter into a contractual agreement for the  
20 hazardous mitigation plan, seconded by Vice Mayor Wood-Shaw. Motion carried  
21 unanimously.

22  
23 **Other Items to be Discussed by Council.**

24 \* Councilman Chamberlain commended the Street Department for putting the  
25 Christmas lights on the trees on Jefferson Avenue. Manager Healy noted the  
26 Historic Landmark Commission purchased the lights.

27 \* Councilman Chamberlain asked for an update on the globes for Jefferson Avenue  
28 street lights. Manager Healy reported this item will be on the finance sub  
29 committee agenda as we are ready to move forward.

30  
31 **MAYOR ITEMS:**

32  
33 **Discussion and Approval of Creating a City of Moundsville Community**  
34 **Education and Engagement AdHoc Committee by the Mayor.**

35 Mayor Hunt announced she would be appointing Vice Mayor Wood-Shaw,  
36 Councilwoman Hickman and Councilman Wood to this committee. Councilwoman  
37 DeWitt moved to approve these appointments, seconded by Vice Mayor Wood-  
38 Shaw. Motion carried unanimously.

39  
40 **Discussion and Approval of Creating an Employee Recruitment & Retention**

1 **AdHoc Committee by the Mayor.**

2 Mayor Hunt announced she would be appointing Councilman Chamberlain and  
3 herself to this committee. Councilman Chamberlain moved to approve these  
4 appointments, seconded by Councilwoman Hickman. Motion carried unanimously.  
5

6 **Other Items to be Discussed by the Mayor.**

7 \* Mayor Hunt received a card from Walk A Mile in Their Shoes thanking council  
8 for their kind donation to their organization. Mayor Hunt also read a note from the  
9 Lords Pantry for the donation from the ARPA Non-Profit Organization Grant.  
10 Councilwoman DeWitt moved to receive and file the thank you cards, seconded by  
11 Vice Mayor Wood-Shaw. Motion carried unanimously.

12 \* Mayor Hunt received a request for donation to the JMHS Boys & Girls Basketball  
13 Program. Councilwoman DeWitt moved to donate \$50.00 for half page ad,  
14 seconded by Councilwoman Hickman. Motion carried unanimously.

15 \* Mayor Hunt congratulated Vice Mayor Sara Wood-Shaw, Councilwoman Ginger  
16 DeWitt and Councilman David Wood for being re-elected to council.

17 \* Mayor Hunt extended a huge thank you to all the Veterans especially her father,  
18 who is 92 years old and a dedicated member of the Moundsville Honor Guard.

19 \* Mayor Hunt wished everyone a Happy Thanksgiving.

20 \* Mayor Hunt commended Councilwoman Brianna Hickman, as she was appointed  
21 to council to fill former Councilman Dennis Wallace unexpired term, saying she has  
22 brought a lot of knowledge to council and feels she is a valued asset.  
23

24 **COUNCIL ITEMS:**

25 \* **Chamberlain** – Congratulations to Sara, Dave and Ginger on the re-election to  
26 Moundsville City Council.

27 \* **Wood-Shaw** – Reminded council members of the OVRDA Region 10  
28 transportation meeting, Wednesday, November 16, 2022 at 2:00 p.m., at the Ohio  
29 County Wheeling City Building. Councilwoman Hickman noted should anyone not  
30 be able to attend, they can submit a email to the Executive Director of the Ohio  
31 Valley FRN, Claudia Raymer. Contact information will be provided to council  
32 members after the meeting.  
33

34 Councilman Saunders moved to adjourn, seconded by Vice Mayor Wood-Shaw.  
35 Motion carried unanimously.  
36

37 Meeting adjourned at 6:42 p.m.  
38

39 \_\_\_\_\_  
40 Sondra J. Hewitt, City Clerk

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Judy Hunt, Mayor