

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, JANUARY 5, 2021**

3  
4 The Council of the City of Moundsville met in Regular Session via Zoom on  
5 January 5, 2021 at 7:00 p.m.

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

8  
9 Invocation by Vice Mayor Judy Hunt.

10  
11 City Clerk Hewitt called the roll and the following Councilpersons were in  
12 attendance: DeWitt, Chamberlain, Vice Mayor Hunt, Saunders, Wallace, S. Wood  
13 and Mayor David Wood. Also present were City Manager Healy, Police Chief  
14 Mitchell, Attorney White, Finance Director Ankrom, Secretary Scarbin and City  
15 Clerk Hewitt. As well as, CPA's for the Moundsville Sanitary Board Marc &  
16 Mike Abraham and Bond Counsel Jim Kelsh & Cam Siegrist. Meeting was live  
17 streamed on Zoom.

18  
19 **MINUTES:**

20  
21 **Regular Council Meeting of December 15, 2020.**

22 Councilwoman S. Wood moved to approve the minutes of the regular council  
23 meeting of December 15, 2020, seconded by Vice Mayor Hunt. Motion carried  
24 unanimously.

25  
26 **PUBLIC HEARING:**

27  
28 **A Public Hearing for Sanitary Board Rate Increase.**

29 Mayor D. Wood opened the public hearing for comments on the Sanitary Board  
30 Rate Increase.

31  
32 \* Michael Coulter, 2803 Brentwood Avenue, said he does not feel this is the right  
33 time to impose any increases on the citizens. Everyone is having a hard time.

34 \* Councilman Saunders said council does not want to increase rates, but have no  
35 choice.

36 \* Councilwoman S. Wood noted that City Manager Healy released a breakdown  
37 explaining the percentages and what each percentage was for. This information  
38 was on social media as well as the Moundsville Daily Echo.

39 \* Councilwoman DeWitt agreed with Councilman Saunders saying she is not in  
40 favor of raising utilities but the city has to have money to pay for improvements

1 the Sanitary Board had to make to the sewer lines.

2 \* Vice Mayor Hunt noted the emergency project on 7<sup>th</sup> Street was almost  
3 \$500,000.00 which needs to be paid. In order to pay that invoice the Sanitary  
4 Board has to have a Bond Issue.

5 \* Councilman Chamberlain added even though he and Mr. Wallace are newly  
6 elected council members, they are aware of the situation, but feels the city doesn't  
7 have an option.

8 \* Councilman Wallace reiterated Mr. Chamberlain's comments, the increases are  
9 not wanted but needed.

10 \* David Seum, 112 Elm Avenue, asked when was the state mandate supposed to  
11 take effect? CPA Marc Abraham said it became mandated 3-4 years ago. He  
12 asked why wasn't the increase imposed before now? And why can't the city use  
13 the Municipal Sale & Use tax to pay for the 7<sup>th</sup> Street project instead of raising  
14 sewer rates? Manager Healy explained the Sanitary Board is an enterprise fund  
15 which means as revenue increase or expenses increase the rates have to be adjusted  
16 to make due. There can not be any input from the general fund to an enterprise  
17 account such as the sanitary.

18 \* Mr. Kelsh added the existing bonds are secured entirely by the operating  
19 revenues of the sewer system. The financial performance test can only be met by  
20 revenue from the sewer system. Revenue from another source would not qualify.

21  
22 \* Mayor D. Wood closed the public hearing for the Sanitary Rate Increase.

23  
24 **A Public Hearing for Sewer Revenue Bond Issuance. (SEE ATTACHED**  
25 **NOTICE OF PUBLIC HEARING)**

26 Mayor D. Wood opened the public hearing for the Sewer Revenue Bond Issuance.  
27 With no comments made from the public, Mayor D. Wood closed the public  
28 hearing.

29  
30 **CITY MANAGER ITEMS:**

31  
32 **Appointments to the Moundsville Historic Landmark Commission.**

33 City Manager Healy announced re-appointing Victoria Glover South and Karen  
34 Baker to the Historic Landmark Commission. Since two other members did not  
35 reply to be re-appointed, Manager Healy appointed Phil Remke and David Seum to  
36 those vacancies.

37  
38 City Manager Healy provided the following report to council:

- 39 1. Update on the new Municipal Building – we will be meeting the week of the  
40 18<sup>th</sup> to view the initial elevation drawings.

- 1 2. In January, I expect to have a final design for the splash pad to bring to Council.
- 2 3. The demolition contractor will be on site next week and will begin the asbestos  
3 abatement and the demolition of the four properties. The order of demolition is  
4 1813 2<sup>nd</sup> Street, 1002-1004 Sixth Street, 515 Jefferson Avenue, and 508 Jefferson  
5 Avenue.
- 6 4. After having numerous months of free parking in the business district, it has  
7 reverted to normal meter use, as of January 4. The bags that were purchased were  
8 a huge success with numerous positive comments, and not one bag was lost or  
9 damaged. The bags are now stored for the next use, remember they are versatile as  
10 we make the inserts.
- 11 5. I have circulated a memo to all employees and Council members regarding the  
12 COVID-19 vaccine. Per the Health Department recommendation, a list needs  
13 generated of those who wish to receive this vaccine when the Community  
14 Infrastructure/Continuity of Government section becomes available. The vaccine  
15 will be issued to essential employees first, with a preference given to age. Please  
16 contact Secretary Scarbin if you have any questions.
- 17 6. The list of acceptable materials for the recycling grant has been formulated, and  
18 I will be meeting with Public Works Director Stocklask next week to discuss the  
19 logistics of the program. We will accept cardboard and mixed paper at a  
20 monitored drop-off location. We will be advertising for a part-time coordinator for  
21 the program, and that will reach the newspaper and social media by the end of the  
22 week. Looking ahead, I expect the program to begin in March, if not sooner.
- 23 7. Please keep long-time Follansbee City Manager John DeStefano in your  
24 prayers. He has been extremely ill due to COVID. Many Council members may  
25 remember John from Municipal League Conferences.
- 26 8. The employees wish to thank City Council and the Employee Recognition  
27 Committee for the Christmas Appreciation Luncheon. It was enjoyed and  
28 appreciated by everyone.
- 29 9. Happy New Year to everyone, and welcome to our two new Council members  
30 Randy Chamberlain and Denny Wallace. As I said earlier, I have known you both  
31 for some time, and I look forward to working with you.
- 32 10. Please continue to patronize the local establishments, shops, and restaurants as  
33 they continue to struggle from the effects of COVID-19.

34  
35 **OLD BUSINESS:**

36  
37 **Discussion and Approval of an Ordinance for a Rate Increase for the Sanitary**  
38 **Board. (Third & Final Reading)**

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

1  
2 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**  
3 **WEST VIRGINIA, AMENDING THE EXISITING RATE SCHEDULES FOR**  
4 **THE SANITARY DEPARTMENT OF THE CITY OF MOUNDSVILLE,**  
5 **WEST VIRGINIA. (THIRD & FINAL READING)**  
6

7 Vice Mayor Hunt moved to approve the Sanitary rate increase, seconded by  
8 Councilwoman S. Wood. Mayor Wood called for a voice vote. City Clerk Hewitt  
9 announced the following tally 7 yeas. Motion carried unanimously.

10  
11 **Discussion and Approval of an Ordinance Authorizing the Issuance of Sewer**  
12 **Revenue Bonds. (Third & Final Reading)**

13 Attorney White read the following ordinance by title only to be passed by council  
14 on third and final reading:  
15

16 **AN ORDINANCE AUTHORIZING THE ACQUISITION, CONSTRUCTION**  
17 **AND EQUIPPING OF CERTAIN ADDITIONS, BETTERMENTS AND**  
18 **IMPROVEMENTS TO THE SEWERAGE SYSTEM OF THE CITY OF**  
19 **MOUNDSVILLE AND THE FINANCING OF THE COST, NOT**  
20 **OTHERWISE PROVIDED, THEREOF THROUGH THE ISSUANCE BY**  
21 **THE CITY OF MOUNDSVILLE OF SEWER REVENUE BONDS, SERIES**  
22 **2021, IN AN AGGREGATE PRINICIPAL AMOUNT OF NOT TO EXCEED**  
23 **FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) DEFINING AND**  
24 **PRESCRIBING THE TERMS AND PROVISIONS OF THE SERIES 2021**  
25 **BONDS; PROVIDING GENERALLY FOR THE RIGHTS AND REMEDIES**  
26 **OF AND SECURITIES FOR THE HOLDERS OF THE SERIES 2021**  
27 **BONDS; AUTHORIZING EXECUTION AND DELIVERY OF ALL**  
28 **DOCUMENTS RELATING TO THE ISSUANCE OF SUCH BONDS; AND**  
29 **PROVIDING WHEN THIS ORDINANCE SHALL TAKE EFFECT. (THIRD**  
30 **& FINAL READING)**  
31

32 Councilman Saunders moved to approve the sewer revenue bond ordinance,  
33 seconded by Councilwoman DeWitt. Mayor Wood called for a voice vote. City  
34 Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.  
35

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

37 \* Councilwoman S. Wood updated council on the drive-thru Christmas cookie  
38 giveaway saying there was approximately 380 participants to that event. Special  
39 thanks to the Street Department staff Louie DeVault & Carl Farley, the Police  
40 Department, Chief Mitchell and Patrolman Shutler, Mayor David Wood, David

1 Voyer, Arts & Culture Members, Nick Healy, Cathy Fox, Joy VanScyoc and former  
2 Councilwoman Brianna Hickman, City Manager Healy, Secretary Kim Scarbin,  
3 Tuist Bank, WVNCC and Marshall County FRN. Councilwoman S. Wood shared  
4 some positive feedback she received from the event.

5 \* Vice Mayor Hunt asked for an update on the Lil Free Library? Manager Healy  
6 said the Little Free Library was a Capstone project by a Marshall County resident.  
7 It was installed by the Parks & Recreation Department at the East End Playground.  
8 It is stocked with books and continues to receive donations. Hopefully, one can be  
9 installed at each of the city's parks.

10 \* Councilwoman DeWitt asked when city building was going to open to the public?  
11 Manager Healy said he had a discussion with the Mayor and both agreed on the  
12 target date of February 1, 2021 and in person council meeting on February 2, 2021.  
13 Councilwoman DeWitt said she disagrees and feels since the schools are opening  
14 the government buildings should also open to the public.

15  
16 **NEW BUSINESS:**

17  
18 **Consideration of and Final Action on Supplemental Resolution**  
19 **Supplementing and Amending the Bond Ordinance Relating to the Sewer**  
20 **Revenue Bonds, Series 2021 (the "Series 2021 Bonds").**

21 Vice Mayor Wood moved to approve the Supplemental Resolution Concerning the  
22 sewer revenue bonds, seconded by Councilwoman S. Wood. Mayor D. Wood  
23 called for a voice vote. City Clerk Hewitt announced the following tally. 7 yeas.  
24 Motion carried unanimously.

25  
26 **Consideration of and Final Action on One or More Resolutions Authorizing**  
27 **and Approving the Requisition of the Proceeds of the Series 2021 Bonds.**

28 Mr. Siegrest noted this item can be table until the closing in February. Vice Mayor  
29 Hunt moved to table, seconded by Councilwoman DeWitt. Motion carried  
30 unanimously.

31  
32 **Consideration of Possible Other Actions Relating to the Series 2021 Bonds**  
33 **and/or the Project Being Financed with the Proceeds of the Series 2021 Bonds.**

34 Mr. Siegrist noted that no action needs to be taken on this item. Councilman  
35 Saunders moved to table, seconded by Councilwoman DeWitt. Motion carried  
36 unanimously.

37  
38 **Discussion and Approval of a Reimbursement Resolution for the City of**  
39 **Moundsville Regarding Certain Capital Improvement Expenditures Related**  
40 **to the New Municipal Building.**

1 Mr. Siegrist said the purpose of this resolution is to preserve the option for the city  
2 to reimburse itself from a subsequent bond issue for the new city building. Under  
3 the Internal Revenue Code we can reimburse ourselves for expenditures made  
4 more than 60 days before the date of the bond issue.

5  
6 Vice Mayor Hunt moved to approve the resolution, seconded by Councilwoman S.  
7 Wood. Mayor D. Wood called for a voice vote. City Clerk Hewitt announced the  
8 following tally. 7 yeas. Motion carried unanimously.

9  
10 **Appointment to the Building Commission. (Council's Appointment)**

11 Manager Healy received letters from two individuals interested in serving on the  
12 Moundsville Building Commission. Vice Mayor Hunt moved to appoint Brianna  
13 Hickman to the commission, seconded by Councilwoman DeWitt. Motion carried  
14 unanimously.

15  
16 **Other Items to be Discussed by Council.**

17 \* Vice Mayor Hunt asked Manager Healy to explain the process with the Building  
18 Commission and the bond issue concerning the new proposed city building? Mr.  
19 Seigrist explained the Building Commission would acquire the property, a lease  
20 revenue bond to fund the project cost and secure the re-payment with a lien on the  
21 property. The Building Commission would then lease the property back to the city  
22 with a lease that will allow city to terminate it after one fiscal year.

23 \* Councilman Saunders asked for an update on the new police cruisers. Manager  
24 Healy said both of the police cars are in service but need striped.

25 \* Councilman Saunders hopes streets in the first, second and third wards can be  
26 paved this year. Most of fourth ward streets have been paved.

27 \* Councilwoman DeWitt said concerning the Building Commission, how was the  
28 city able to purchase the two properties on Jefferson Avenue since we can not own  
29 property? Attorney White said there is nothing wrong with the city owning  
30 buildings. At some point, the city will have to deed the property over to the Building  
31 Commission.

32 \* Councilwoman DeWitt stressed that council struggles through Zoom council  
33 meetings and feels they should get back to in person meetings as soon as possible.  
34 She feels council should vote on the decision.

35  
36 **MAYOR ITEMS:**

37 \* Mayor D. Wood asked for an update on the Municipal Sales & Use Tax cycle.  
38 Manager Healy said the cycle for the Fourth Quarter of 2020 will arrive in the next  
39 couple of weeks.

40 \* Mayor D. Wood asked for an update on the Sanford Center. Manager Healy said

1 he doesn't have any numbers however the Building Inspectors have walked through  
2 the building with contractors who will provide quotes for asbestos abatement and  
3 demolition.

4 \* Mayor D. Wood asked Manager Healy what his budget process will be and when  
5 will he begin. Manager Healy said Finance Director Ankrom has sent spreadsheets  
6 to department heads to fill out as well as their wish list of items they will need for  
7 the year. We are using the projected budget that was completed by AccuFund.

8 \* Mayor D. Wood reminded council some items that need to be addressed fairly  
9 soon is the Policies and Procedures of Council and the Façade Program. City  
10 Manager Healy said he scheduled a manager's workshop on January 26, 2021 at  
11 5:00 p.m., for which ever item council wishes to discuss. Additionally, a special  
12 council meeting must be scheduled that evening to approve a resolution that will  
13 allow the city to apply for some demolition funds through BelOMar Regional  
14 Council with CDGB funds.

15 \* Mayor D. Wood thanked Secretary Kim Scarbin for re-typing the 2021 Council  
16 Committee Assignments.

17  
18 **COMMITTEE ITEMS:**

19  
20 **Reports by the Finance Committee.**

21 The Finance Committee will meet on Tuesday, January 12, 2021 at 5:00.

22 **Reports by the Traffic Committee.**

23 The Traffic Committee will follow the finance meeting

24 **Reports by the Policy Committee.**

25 The Policy Committee will follow the traffic meeting.

26  
27 **COUNCIL ITEMS:**

28 \* **S. Wood** – Asked Mayor D. Wood if he was asking fellow council members to  
29 nominate members for vacancies? Mayor D. Wood said he was hoping for  
30 volunteers or recommendation to those vacancies.

31 \* Informed Mayor D. Wood that she would be interested in serving on the MEDC.

32 \* Said she feels Manager Healy is making the right decision in keeping the city  
33 building closed since the Covid numbers are still increasing.

34 \* **DeWitt** – Said concerning the budget, feels the role of council has changed over  
35 the years, that more of the decision making has been taken away from council. In  
36 the past there used to be a representative from the health insurance company that  
37 would provide a presentation on employee benefits.

38 \* **Hunt** – Welcome Randy Chamberlain and Denny Wallace to council. They will  
39 be an asset to the City of Moundsville.

40 \* Happy New Year and hopes we have a better 2021.

1 \* **Wallace** – Thank everyone for the great welcome to council. He spent 16 years  
2 on council, he likes what council is doing and wants to be part of it.

3 \* **Saunders** – Nothing at this time.

4 \* **Chamberlain** – Suggested the individual that was not chosen to serve on the  
5 Moundsville Building Commission be asked to serve on one of the other  
6 committees.

7 \* It is a pleasure to serve on council again and looking forward to working with  
8 each and every council member.

9

10 Councilwoman S. Wood moved to adjourn, seconded by Councilwoman Hunt.  
11 Motion carried unanimously.

12

13 Meeting adjourned at 8:20 p.m.

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Sondra J. Hewitt, City Clerk

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David Wood, Mayor

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