

2 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
3 **MOUNDSVILLE, APRIL 2, 2019**

4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on April 2, 2019 at 7:00 p.m.

6
7 Meeting was called to order by Mayor Phil Remke who also gave the invocation.
8

9 City Clerk Hewitt called the roll and the following Councilpersons were in
10 attendance: Dewitt, Haynes, Saunders, Vice Mayor David Wood, and Mayor
11 Remke. Absent: Hunt & S. Wood. Also present were City Manager Healy,
12 Public Works Laborer Farley, Police Chief Mitchell, Fire Chief Brandon, Building
13 Inspector Richmond, Parks & Recreation Director White, CPA Goddard, Attorney
14 White and City Clerk Hewitt.

15
16 **MINUTES:**

17
18 **Regular Council Meeting of March 19, 2019.**

19
20 Councilperson Haynes moved to accept and approve the minutes of the regular
21 council meeting of March 19, 2019, seconded by Councilperson DeWitt. Motion
22 carried unanimously.

23
24 **GENERAL PUBLIC HEARING:**

25
26 **Presentation from CASA for Children, Inc.**

27
28 Susan Harrison, CASA Executive Director and Rhonda Wade, Marshall County
29 Prosecuting Attorney spoke with council and offered free training for youth
30 serving organizations, coaches, and other groups focused on developing skills,
31 knowledge and capabilities related to preventing child sexual abuse and
32 recognizing and responding to suspected abuse and neglect. Ms. Harrison also
33 provided the City of Moundsville with blue and silver windmills to be displayed at
34 the City Building.

35
36 * Carl Boso, 305 10th Street, complained of illegal burning at Kudlak property on
37 12th Street. He said that he reported that someone was burning tires, plastic and

1 other items to authorities but the person was not cited. He wanted to know why
2 the person was not cited?
3

4 Mayor Remke said City Manager Healy will research the incident and advise
5 council.
6

7 * Jane Klug, 2015 Jackson Street, member of the Historic Landmarks Commission
8 asked Attorney White for some guidance for the commission to organize a fund
9 raiser using photographs from "Fools Parade." Ms. Klug invited council members
10 to attend "Friends of the Parks & Recreation" meeting scheduled for Thursday,
11 April 4, 2019, 10:30 a.m. at Four Seasons Pool Lobby. Lastly, Ms. Klug requested
12 the no truck traffic at the bottom of Jackson Street & Mulberry Avenue.
13

14 **Discussion and Approval of a Zone Change at 1513 Third Street. (Second**
15 **Reading)**
16

17 Attorney White read the following zone change ordinance by title only to be
18 passed by Council on second and final reading:
19

20 **AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA**
21 **PROVIDING TO CHANGE DESIGNATED AREA AT THIRD STREET**
22 **AND CEDAR AVENUE IN THE CITY OF MOUNDSVILLE FROM A**
23 **RESIDENTIAL SINGLE FAMILY ZONE (R-1) TO A MIXED USE ZONE**
24 **(M). (FORMER BERRY'S MARKET) (SECOND READING)**
25

26 Councilperson Saunders moved to accept and approve the ordinance, seconded by
27 Councilperson Haynes.
28

29 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
30 tally. 5 yeas. Motion carried unanimously.
31

32 **Other Items to be Discussed by Council.**
33

34 * Councilperson Haynes moved to bring from the table the Sanitation Ordinance
35 amendments to be placed on April 16, 2019 regular council meeting agenda for
36 first reading, seconded by Councilperson Saunders.
37

1 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
2 tally. 3 yeas, 2 nays. DeWitt and D. Wood voting nay. Motion carried.

3
4 Vice Mayor Wood moved to discuss the proposed ordinance at the policy sub
5 committee meeting, seconded by Councilperson DeWitt.

6
7 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
8 tally. 2 yeas, 3 nays. Haynes, Saunders and Vice Mayor Remke voting nay.
9 Motion failed.

10
11 Mayor Remke reconsidered his vote and again moved to discuss the sanitation
12 ordinance at the policy sub committee meeting, seconded by Councilperson
13 DeWitt.

14
15 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
16 tally. 3 yeas, 2 nays. Haynes and Saunders voting nay. Motion carried.

17
18 Councilperson Haynes announced he was resigning as the chairperson of the
19 Sanitation sub committee as did Mayor Remke. Councilperson Saunders stated he
20 was staying on the committee along with resident, Denny Hall.

21
22 * Councilperson DeWitt asked for update on Phase II & III of 2018 paving. She
23 also asked Manager Healy for a copy of the 2019 paving list. City Manager Healy
24 said he would make his report during his items.

25
26 * Councilperson Saunders asked for an update concerning court disposition for
27 Mr. Gump of Highland Avenue operating without a business license. City Clerk
28 Hewitt reported Mr. Gump pled not guilty and will have a trial on April 4, 2019 at
29 4:00 p.m.

30
31 * Councilperson Saunders asked for an update on property behind McNinch
32 School on Thorn Avenue. Manager Healy reported the Building Inspection
33 Department sent a letter on March 25, 2019.

34
35 **NEW BUSINESS:**
36
37

1 **Discuss & Approval of an Ordinance Amending and reenacting Article 155 of**
2 **the Code of the City of Moundsville Relating to Policy Provisions for**
3 **Employees (First Reading)**
4

5 Attorney White read the following ordinance by title only to be passed by council
6 on first reading:
7

8 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
9 **WEST VIRGINIA, AMENDING AND REENACTING ARTICLE 155 OF**
10 **THE CODE OF THE CITY OF MOUNDSVILLE, RELATING TO POLICY**
11 **PROVISIONS FOR EMPLOYEES OF THE CITY OF MOUNDSVILLE.**
12 **(FIRST READING)**
13

14 Vice Mayor Wood moved to approve the employee policy ordinance, seconded by
15 Councilperson DeWitt.
16

17 Mayor Remke called for a voice vote. City Clerk Hewitt announced the following
18 tally. 5 yeas. Motion carried unanimously.
19

20 **Discussion & Approval of an Ordinance To Repeal Section 157 of City Code**
21 **(First Reading)**
22

23 Attorney White read the following ordinance by title only to be passed by council
24 on first reading:
25

26 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
27 **WEST VIRGINIA, AMENDING AND REENACTING SECTION 157.01 OF**
28 **THE CODE OF THE CITY OF MOUNDSVILLE, RELATING TO**
29 **COUNCIL APPROVAL FOR EMPLOYEE COMPENSATION. (FIRST**
30 **READING)**
31

32 Councilperson Haynes moved to approve the above ordinance, seconded by
33 Councilperson DeWitt.
34

35 After discussion, Councilperson Haynes and DeWitt rescinded their motion and
36 second. It was previously discussed to repeal section 157 of the code. The new
37 ordinance will be on the April 16, 2019 regular council meeting agenda.

1 **Discussion and Approval of a Recommendation by Moundsville Planning**
2 **Commission to approve a Zone Change at Teletech Drive and DOT Drive**
3 **from Industrial District to “C-1” Corridor Commercial. (MPH Hotels, Inc.)**
4

5 Councilperson DeWitt moved to approve the recommendation by the Moundsville
6 Planning Commission and direct Attorney White to draft a zone change ordinance,
7 seconded by Councilperson Saunders. Motion carried unanimously.
8

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

10
11 * Councilperson Saunders reported meeting with individuals earlier in the day to
12 discuss the possibility of organizing a Women’s Softball League and Kickball
13 Tournament.
14

15 * Councilperson Haynes hopes that council members will work together in making
16 a plan for the police department building.
17

18 * Mayor Remke moved to have an executive session after the regular meeting to
19 discuss real estate matters, seconded by Councilperson Haynes. Motion carried
20 unanimously.
21

22 **MANAGER ITEMS:**

23
24 **Re-Appointment to the Police Civil Service Commission.**
25

26 City Manager Healy received a letter from David Robinson requesting to service
27 another term on the Police Civil Service Commission. Therefore, Mr. Robinson
28 was re-appointed to serve a four year term.
29

30 City Manager Healy provided the following report to council.
31

- 32 1. WV DOH Traffic Engineers have re-set the crosswalk at McDonald’s, and the
33 timing seems to be back to normal.
- 34 2. I talked with Julie at Klug Brothers last week to confirm that we were still in
35 line for paving first. She assured me that our projects from last year are “front and
36

center". They would like to start milling soon, and the plant plans to start making asphalt April 7.

3. I met with engineer Jack Tush and Sanitary Superintendent Larry Bonar, to discuss possible solutions to Jason Drive and South Highland. The Stormwater Department will trench the north side and install large rocks to slow the water flow, and install a couple more catch basins. Pavement will be engineered to slope toward the ditch side. Also, there will be three new catch basins installed on South Highland to try to keep all of the water off the street.

4. The street paving priority list has been completed and will be distributed to Council soon. Jack Tush has the list and is getting price estimates to determine how far we can go.

5. I met with Thrasher Group on-site to discuss the new Municipal/Public Safety Building. I have received Draft 1 of the layout and have sent it back with my comments, along with comments from PD and FD Chiefs. Draft 2 should be forthcoming soon.

6. George Carter has been hired as the new Risk Management/Safety Director. He will be introduced to Department Heads at the DH Meeting next week.

7. Mark your calendars - Community Day has been scheduled for August 24 this year. I look to grow on the success that Former City Manager Hess had with this event.

8. The first of two sanitation trucks will be delivered this Friday.

9. The Robert's Rules of Order class is set for April 8. As of today, we have 22 reservations. If Council or any Board or Commission member has not RSVP'd yet, please do so as soon as possible.

10. I attended the Business After Hours last week at the Moundsville Country Club along with the Mayor. Next BAH is April 18 at the Marshall County Co-Op.

11. One of my goals coming into this position was to increase and better technology that the city is using. The new software for the office is already downloaded and will be installed on all work stations starting next week. I had nothing to do with this purchase, but I am looking forward to this. Secondly, I would like to dramatically improve the City's website. I met with a local

professional technology company last week, and would like to have a presentation at next week's committee Meeting.

Councilperson Saunders moved to discuss this matter at the finance sub committee meeting, seconded by Councilperson DeWitt. Motion carried unanimously.

12. Along with Park and Rec Director Mr. White, we are developing a plan called "Bring East End Back". This plan involves much needed repairs, upgrades, and new equipment for East End Park, as well as introduce new programming for the summer.

Councilperson Saunders moved to discuss this item at the finance sub committee meeting, seconded by Vice Mayor D. Wood. Motion carried unanimously.

13. In searching for a company to assist us with strategic planning, I was directed to Collective Impact, a company that has done work for countless governments and non-profit agencies in this area. In speaking with Mr. Bruce Decker, President, he feels that the need for a brand-new strategic plan may not be cost-effective since we already have a comprehensive plan. His advice is to use that plan and have a one- or two-day workshop to further develop that plan into a strategic plan.

Councilperson DeWitt moved to discuss this item at the policy sub committee meeting, seconded by Vice Mayor D. Wood. Motion carried unanimously.

14. Received a thank you letter from the Ash Avenue Church of God for approving the "Church Only" parking space. Councilperson DeWitt made a motion to receive and file the letter, seconded by Vice Mayor D. Wood. Motion carried unanimously.

15. When ordering the new parking meters it was discovered the city's parking rates are too low to use the credit card meters. So I ordered the regular meters which will be delivered sometime in May.

Legal Advertisements.

Attorney White presented legal advertisements published in the Moundsville Daily Echo to be received and filed by council:

1. Sealed Bids for Used Vehicle/Equipment

2. City of Moundsville Expense Levy

3. Zone Change Ordinance for Property on DOT Drive

Councilperson Haynes made a motion to receive and file the legal ads, seconded by Councilperson Dewitt. Motion carried unanimously.

MAYOR ITEMS:

* Mayor Remke said Manager Healy was researching whether or not the Water Department, Sanitary Department or Gas Company may need to perform any line work before Klug's start paving.

* Mayor Remke asked Manager Healy for an update of correcting the water issue on Second Street. Manager Healy reported Klug's milling approximately 4-5 feet away from the curb then overlay asphalt with a slope so the water can escape the drains at the street. Test holes were drilled to measure the thickness of the asphalt.

* Mayor Remke presented a donation request from the Marshall County Caring Tree, a nonprofit organization that provides Christmas gifts for over 200 Marshall County children each year. This year they plan to provide each child with a winter coat, hat, gloves and shoes.

Councilperson Saunders moved to discuss the request at the finance sub committee meeting, seconded by Councilperson DeWitt. Motion carried unanimously.

* Mayor Remke moved to discuss at the policy sub committee meeting rental property agreements, seconded by Councilperson DeWitt. Motion carried unanimously.

COMMITTEE REPORTS:

Discussion of Recommendations by the Traffic Committee.

The traffic committee will be on Tuesday, April 9, 2019 at 5:00 p.m.

Discussion of Recommendations by the Finance Committee.

The finance committee will follow the traffic meeting.

Discussion of Recommendations by the Policy Committee.

The policy committee will follow the finance meeting.

Discussion of Recommendations by the Sanitation Committee.

The sanitation committee will meeting on Thursday, April 4, 2019 at 11:00 p.m.

Discussion of Recommendations by the Parks & Recreation Advisory Board.

The parks and recreation advisory board will be on Thursday, May 23, 2019 at 6:00 p.m.

COUNCIL ITEMS:

* **Saunders** - Noticed an ad to hire meter attendant. Manager Healy said he advertised for another part time meter attendant for the days current meter attendant is off.

* **Haynes** - Nothing at this time.

* **D. Wood** - Nothing at this time.

* **DeWitt** - Asked City Manager Healy for an update on the proposed playground at Ruby & Garfield Street. Manager Healy reported the complete package price including installation is \$25,850.58.

Councilperson DeWitt moved to hold an executive session for real estate matters, seconded by Councilperson Saunders after a five minutes recess. Motion carried unanimously.

Meeting recessed at 8:11 p.m.

Regular session reconvened at 8:16 p.m.

Executive session began at 8::16 p.m.

Executive session recessed at 8:48 p.m.

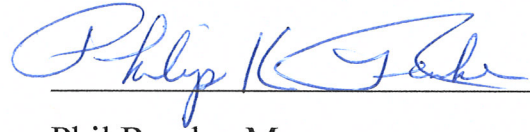
Regular session reconvened at 8:49 p.m.

Councilperson Saunders moved to adjourn, seconded by Councilperson Haynes. Motion carried unanimously.

Meeting adjourned at 8:50 p.m.

2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17

Sondra J. Hewitt, City Clerk



Phil Remke, Mayor