

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, JULY 6, 2021**

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on July 6, 2021 at 6:00 p.m.

6  
7 Meeting was called to order by Vice 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, Vice Mayor Hunt, Saunders, Wallace, S. Wood and  
13 Mayor David Wood (via Zoom). Absent: DeWitt. Also present were City  
14 Manager Healy, City Clerk Hewitt, Finance Director Ankrom, Secretary Scarbin,  
15 Chief Mitchell and Attorney White.

16  
17 **MINUTES:**

18 **Regular Council Meeting of June 15, 2021.**

19 Councilwoman S. Wood moved to approve the minutes of the regular council  
20 meeting of June 15, 2021, seconded by Councilman Chamberlain. Motion carried  
21 unanimously.

22  
23 **GENERAL PUBLIC HEARING:**

24 \* Carl Boso, 305 10<sup>th</sup> Street, said he has his lot almost cleaned up but the Building  
25 Inspectors have written him up twice because he is in the flood plain and needs  
26 licenses on vehicles on his lot. He also questioned why the Fire Department has  
27 not received their equipment yet even though there has been money set aside for it.

28  
29 \* Jeremy Elson, 1401 Sixth Street, said his basement was flooded with sewage  
30 during this last storm. He has turned a claim into the Sanitary Boards Insurance.  
31 He hopes the City can resolve issues residents are having with combined sewer  
32 system. City Manager Healy invited Mr. Elson to the Sanitary Board meeting on  
33 July 19, 2021 at 5:30 p.m., where they will be discussing a resolution.

34  
35 **CITY MANAGER ITEMS:**

36 **Appointment to the Moundsville Planning Commission.**

37 City Manager Healy received a letter from Jane Klug expressing an interest in  
38 serving on the Moundsville Planning Commission. Manager Healy said he would  
39 appoint Ms. Klug for the 3 year term.

1 Personnel

- 2 • In the Parks & Recreation Department, one Desk Attendant resigned to  
3 enjoy retirement and one was hired maintaining our current staff at 6. Two  
4 lifeguards have resigned, and we hired 3 bringing our lifeguard total to 10.  
5 We are continuing to accept applications for both of these positions.
- 6 • The full-time Street Department position was filled by Daniel Holmes, who  
7 will start on Monday, July 12<sup>th</sup>.

8  
9 1. The Pre-Bid for the building was held on June 22, with twenty general and  
10 subcontractors in attendance. The Bid Opening was decided to be delayed by one  
11 week due to the July 4<sup>th</sup> holiday, and will be held on Thursday, July 15<sup>th</sup>, at 1:30  
12 PM.

13 2. This is a reminder of the \$250,000 CDBG COVID assistance grant that the city  
14 has received to assist residents with mortgage, rental, and/or utility costs that have  
15 fallen behind as a result of COVID. Residents must meet income guidelines and  
16 produce proper documentation. Applications are available at the City Building,  
17 Four Seasons Pool, and on the website. Belomar Regional Council is handling the  
18 application intake and processing, and any questions can be directed to Natalie  
19 Hamilton of Belomar at 304-242-1800 or call the City Clerk's Office at 304-845-  
20 3394. To date, Belomar has sent out over twenty applications, and received three  
21 back completed.

22 3. Our website had 3,816 visits last month and 10,177 views. The most popular  
23 page was the online bill pay page, followed by the Four Seasons Pool page,  
24 departments tab, and employment opportunities. Also, the app was downloaded 34  
25 times in June, which brings the yearly total to 158.

26 4. The components for the Splash Pad were delivered late last week, and the  
27 concrete will be started tomorrow. There is a delay in the electrical panel, but  
28 workers continue to work around these delays. Target for completion is now mid  
29 to late July.

30 5. Tomorrow is the third Wander Out Wednesday of the season. I will allow  
31 Councilperson Sara Wood to elaborate on this more, but plan to have lunch on  
32 Jefferson Avenue tomorrow between 11-2.

33 6. David Lash of Cast & Baker Paving reported to me late this afternoon that  
34 Tomlinson, Morton, South Park, and McConnell Drive all have the base coat  
35 completed. Milling was started on Juniper, Pine, Mulberry, with Jackson next.

36 7. The first Business After Hours, sponsored by the Chamber of Commerce is  
37 Thursday, July 22, from 5-7 at Grand Vue Park. Please contact Secretary Scarbin

1 if you would like to attend. Also, the Expo is scheduled for August 13<sup>th</sup> and 14<sup>th</sup>.  
2 It will kick off this year with a Business After Hours on August 12<sup>th</sup>.

3 8. The Recycling Center continues to see a good flow of residents. We had 31  
4 vehicles through this past Saturday, of which 11 were first timers. The Family Pool  
5 pass winner for June was the Crumm Family. We are doing another raffle this  
6 month, with the winner drawn on July 31<sup>st</sup>. Recycling Coordinator Dave Bougher  
7 will be visiting the Wetzel County Drop-Off Program on July 24<sup>th</sup>.

8 9. Remember our small businesses and restaurants are our backbone. Keep  
9 supporting them.

10  
11 Vice Mayor Hunt asked if council had any questions for City Manager Healy?

12 \* Councilwoman S. Wood asked that City Manager Healy create a post for  
13 individuals that need assistance filling out the Covid Relief Grant application can  
14 contact Belomar Regional Council.

15  
16 **OLD BUSINESS:**

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

18 \* Councilwoman S. Wood reported Shakespeare in the Park was relocated from the  
19 Riverfront Park to the Strand Theatre due to rain. There were approximately 44  
20 who attended the event.

21 \* Councilwoman S. Wood announced Mark Palmer will be playing music at the  
22 “Wander Out Wednesday” event on Jefferson Avenue July 7, 2021 from 11-2 p.m.  
23 Enjoy lunch while listening to music.

24 \* Councilwoman S. Wood also announced August 13, 2021 from 7-10 is Jefferson  
25 Avenue Friday’s with live music, food vendors and refreshments.

26 \* Vice Mayor Hunt said she attended Shakespeare in the Park and received good  
27 comments.

28 \* Councilwoman S. Wood thanked news writer Alan Olson for writing a wonderful  
29 article on all the summer events being held in the City of Moundsville.

30 \* Councilman Saunders asked for an update of the Sanford Center. City Manager  
31 Healy said we did receive the asbestos report and will be put out for bid. We are  
32 still working with the board but has been very difficult to reach the members. Bills  
33 are still coming in the board is responsible for. There has been no update on their  
34 pending insurance claim.

1 **NEW BUSINESS:**

2 **Discussion and Approval of the 2021-2022 Coal Severance Budget Revision**  
3 **#1.**

4 Finance Director Ankrom reported the budget revision is to set the beginning fund  
5 balance for July 1 and must be at the State Auditors Office by the 15<sup>th</sup> of July.

6 Councilman Saunders moved to approve the budget revision, seconded by  
7 Councilman Chamberlain. Vice Mayor Hunt called for a voice vote. City Clerk  
8 Hewitt announced the following tally. 6 yeas. Motion carried unanimously.

9  
10 **Discussion to Receive and File the 2021-2022 Water Board Operating Budget.**

11 Councilman Chamberlain moved to receive and file the Water Board budget,  
12 seconded by Councilwoman S. Wood. Motion carried unanimously.

13  
14 **Discussion of a Request from the Sanitary & Stormwater Boards for**  
15 **American Rescue Plan Funding.**

16 Councilman Saunders moved to receive and file the letter from the Sanitary &  
17 Stormwater Boards, seconded by Councilwoman S. Wood. Motion carried  
18 unanimously.

19  
20 **Re-Appointment to the Moundsville Water Board.**

21 Dennis Wallace submitted a letter to be considered for re-appointment to the Water  
22 Board. A letter of support was also submitted by Water Board Members Stultz and  
23 Varlas. Councilman Chamberlain moved to re-appoint Dennis Wallace to the  
24 Moundsville Water Board, seconded by Councilwoman S. Wood. Motion carried  
25 unanimously.

26  
27 **Other Items to be Discussed by Council.**

28 \* Councilwoman S. Wood asked Manager Healy if he will be sending out the list  
29 of items and/or projects requesting funding from the American Rescue fund.  
30 Manager Healy said he hopes to have that list by next week.

31  
32 **MAYOR ITEMS:**

33 \* Mayor D. Wood asked if the newly hired engineer firm Burgess & Niple will be  
34 attending the July 13 sub-committee meeting? Manager Healy said they would.

35 \* Mayor D. Wood announced a summer baseball/softball educational event will be  
36 held on July 26 & 27 at East End for 6, 7 & 8 age groups.

1 \* Mayor D. Wood asked for an update on the Demolition Grant. City Manager  
2 Healy said when we submitted the application along with a list of the intended  
3 houses. Since then, some of the houses have been demolished by the city or  
4 private resources. The Building Inspectors are working on a revised list for the  
5 grant. The next step is to attend an implementation meeting with the state to go  
6 over the grant.

7 \* Vice Mayor Hunt presented a request of a donation for the Annual Sons of the  
8 American Legion Golf Scramble. Councilwoman S. Wood moved to submit the  
9 request to the finance committee, seconded by Councilman Chamberlain. Motion  
10 carried unanimously.

11 \* Vice Mayor Hunt entertained a motion to receive and file the letter from  
12 Municipal Judge John Artimez expressing his gratitude for the salary increase  
13 suggested by city council. Councilman Chamberlain moved to receive and file the  
14 letter, seconded by Councilwoman S. Wood. Motion carried unanimously.

15 \* Vice Mayor Hunt announced the receipt of a thank you letter from the Soap Box  
16 Derby committee.

17 \* Vice Mayor Hunt announced a Substance Abuse Prevention Coalition will be  
18 held on July 28 at 12:00 p.m. at the WVU Reynolds Memorial Hospital Beebe  
19 Habig Room and hopes council members are able to attend.

## 21 **COMMITTEE REPORTS:**

### 22 **Reports by the Finance Committee.**

23 The finance meeting will be held on July 13, 2021 at 5:00 p.m.

### 24 **Reports by the Policy Committee.**

25 The policy meeting will follow the finance meeting.

### 26 **Reports by the Traffic Committee.**

27 The traffic meeting will follow the policy meeting.

### 28 **Legal Advertisements Presented by Attorney White.**

29 Attorney White submitted legal ads published in the Moundsville Daily Echo to be  
30 received and filed by council:

- 31 1. Zoning Variance for Jeffery Murray.
- 32 2. Zoning Variance for Amy Roupe
- 33 3. Judgement Notice for Travis White
- 34 4. Sealed Bids for Paving
- 35 5. Bids for the Moundsville Municipal Building

36 Councilman Chamberlain moved to receive and file the legal ads, seconded by  
37 Councilwoman S. Wood. Motion carried unanimously.

1 **COUNCIL ITEMS:**

2 \* **S. Wood** – Suggested the city organize a community yard sale event for the  
3 citizens of Moundsville and waive the permit process. She hopes the event would  
4 bring people to the city.

5 \* Encourages everyone to visit the penitentiary. The MEDC provides day, night  
6 and twilight tours. The MEDC is now gearing up for the Haunted House.

7 \* **Chamberlain** – Asked for an update on the entrance to Valley Fork Park.  
8 Manager Healy said some clean up was done but the road itself is still in bad  
9 shape. He will make contact with the Fair Board again.

10 \* Asked if contact has been made with Frontier Communication concerning the  
11 vegetation growing on their building? Manager Healy said they are still trying to  
12 locate someone.

13 \* Reported an old sign pole at First Street & Mulberry Avenue. Asked if there is a  
14 business moving into that building? Manager Healy said someone is considering  
15 opening a restaurant.

16 \* Asked for a follow-up report when council turns in a work request? Manager  
17 Healy said his only worry is more work for the department. However, he will look  
18 into some sort of report for council.

19 \* Asked if there were reasonable plans for Welcome to Moundsville signs at the  
20 north and south end of Moundsville? Manager Healy said that project could be  
21 something he and council can work on. Vice Mayor Hunt suggested including the  
22 Moundsville sign on Rt. 250 as well. Councilman Chamberlain asked for this item  
23 be placed on the traffic agenda.

24  
25 Councilman Saunders moved to adjourn, seconded by Councilman Chamberlain.  
26 Motion carried unanimously.

27  
28 Meeting adjourned at 6:53 p.m.  
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30

31 \_\_\_\_\_  
32 Sondra J. Hewitt, City Clerk

31 \_\_\_\_\_  
32 Judy Hunt, Vice Mayor