

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, SEPTEMBER 20, 2022**

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on September 20, 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: Mayor Hunt, Chamberlain, DeWitt, Saunders, Vice Mayor Wood-  
13 Shaw, D. Wood. Also present were City Manager Healy, City Clerk Hewitt,  
14 Finance Director Ankrom, Chief Mitchell and City Attorney White.

15  
16 **MINUTES:**

17  
18 **Regular Council Meeting of September 6, 2022.**

19 Vice Mayor Wood-Shaw moved to approve the minutes of the regular council  
20 meeting of September 6, 2022, seconded by Councilman Chamberlain. Motion  
21 carried unanimously.

22  
23 **GENERAL PUBLIC HEARING:**

24  
25 **WV Rural Water Presentation of Water System of the Year by Jerry Dotson**  
26 **and Mike Hersma.**

27 Mike Hersma of the WV Rural Water presented Water Superintendent Terry  
28 Roberts with Water System of the Year Award.

29  
30 **Eric Buzzard, Marshall County Assessor – Amendment 2.**

31 Marshall County Assessor Eric Buzzard spoke to council concerning Amendment  
32 2 and the effect it will have on cities, counties and boards of education if approved.  
33 Mr. Buzzard also provided the resolution signed by the County Commissioners  
34 opposing Amendment 2.

35  
36 Councilman Saunders moved to draft a resolution opposing Amendment 2,  
37 seconded by Vice Mayor Wood-Shaw. Motion carried unanimously.

38  
39 **CITY MANAGER ITEMS:**

1 **City Manager Healy’s progress report on the New Municipal Building.**

2 1. This morning I met with the representatives from JD&E. Discussion revolved  
3 around the expectations, duties, paperwork flow, etc. I look for this to be a great  
4 relationship.

5 2. Following that meeting, we had our second progress meeting with the architects  
6 and the contractor. Fencing, construction trailers, status of building for demo, and  
7 other items were all discussed. Actual starting date is yet to be determined. These  
8 will occur every other Tuesday at 10:00 AM.

9 3. The Building Inspectors are operating out of their temporary headquarters at the  
10 Sanitation Office and the Water Department’s new office and pay window is  
11 complete. Not unexpectedly, we have had to smooth out some bumps with these  
12 moves, but everything is working fine now. The Fire Department is continuing to  
13 empty their building and necessary items are being moved to the sanitation  
14 building. We have purchased two cargo containers that were delivered last night to  
15 house a lot of items from the basement.

16  
17 **City Manager Healy provided the following report to council:**

18 Personnel

- 19 • Updates
  - 20 ○ The City Manager Secretary position has been filled. Sara
  - 21 Jasenec will start on Monday, October 3<sup>rd</sup> and will be present at
  - 22 the October 4<sup>th</sup> Council Meeting.
  - 23 ○ Interviews for the Public Works Secretary are scheduled for this
  - 24 week.
- 25 • Full-time positions open with the city currently include:
  - 26 ○ Fire Department one position - open applications.
  - 27 ○ Police Department four positions – open applications.

28 1. The American Rescue Plan programs update - I have approved forty-four  
29 Homeowner Grants totaling \$239,726.07, leaving us with a \$310,273.93 balance. I  
30 have approved ten Non-Profit Grants totaling \$50,000.00, and four Business  
31 Grants totaling \$20,000.00. That is the end of the allotment for the non-profit  
32 category.

33 2. The utility relocation work on the Fostoria Avenue Bridge is nearing  
34 completion. Crews are finishing up the water relocation work, which should be  
35 completed by mid-next week. The sanitary and stormwater is finished.

- 1 3. The apparent low bidder for the actual bridge project is Ohio-West Virginia  
2 Excavating. Their bid was recommended to be accepted at the district level and  
3 forwarded to Charleston for state approval.
- 4 4. Morton Avenue between 5<sup>th</sup> Street and 6<sup>th</sup> Street has been closed on Monday  
5 and will remain closed throughout the construction of the building.
- 6 5. Preparation has started for the Jackson/Mulberry storm sewer project. Actual  
7 digging is scheduled to begin next Monday, starting at the playground area. The  
8 work will be done in stages to allow for limited disruption in park traffic.
- 9 6. We have another delay in the bike program. I had a misunderstanding on the  
10 actual bike locking rack. I did not realize a special rack was required. It is now  
11 ordered but is on backorder awaiting certain components. All other replacement  
12 parts have been received. Unfortunately, as we close in on cooler weather, our  
13 time frame for usage this year may be limited.
- 14 7. Vice-Mayor Wood-Shaw notified me of a conflict with the candidate forum on  
15 October 12<sup>th</sup>. This is the same night as the Chamber Dinner. We had discussed  
16 October 5<sup>th</sup> as an alternate date.
- 17 8. Citywide Insurance is having their ribbon cutting event next Tuesday,  
18 September 27<sup>th</sup>, at 11:00 AM. The location is the former BB&T Drive Thru on  
19 Lafayette Avenue.
- 20 9. Reminder on other upcoming Chamber of Commerce events: the State of  
21 Marshall County Breakfast on September 28<sup>th</sup>, and the Annual Chamber Dinner on  
22 October 12<sup>th</sup>. Please let me know if you plan to attend any of these events.
- 23 10. Openings still remain on the Board of Zoning Appeals, Planning Commission,  
24 Historic Landmarks, and the Building Commission. Please reach out to anyone  
25 that you think may be interested in applying and ask them to contact me.
- 26
- 27 Mayor Hunt asked if council member had questions for the City Manager?
- 28 \* Vice Mayor Wood-Shaw asked estimated time of installation for the Park View  
29 playground? Manager Healy reported the installation company had some delays  
30 with bad weather, the ship date is still the end of September but the installation  
31 crew will not be on schedule so we are hoping in October.
- 32 \* Vice Mayor Wood-Shaw asked if there has been a date scheduled for the follow-  
33 up meeting Planning Commission training? The plan is to have a regular Planning  
34 Commission meeting and zooming with Jarrod Anderson. When the date is  
35 scheduled we will inform council.

1 \* Councilman Chamberlain asked if Manager Healy spoke with Jack Tush  
2 concerning the concrete streets? Manager Healy said provided Jack with the list of  
3 streets discussed but there are no cost estimates as of yet.

4  
5 **OLD BUSINESS:**

6  
7 **Other Items Discussed by Council.**

8 \* Vice Mayor Wood-Shaw provided an update on the Appalachian Dinner hosted  
9 by the Arts & Culture Commission. The farm to table Appalachian dinner by Chef  
10 Matt Welsh, sold 46 tickets and was held at the Riverfront Park shelter. She said  
11 the Arts & Culture Commission hopes to do another event like this in the future.  
12 Councilman Wood and Mayor Hunt said how great this event was. The food was  
13 wonderful and the décor was beautiful.

14 \* Councilman Wood asked for an update on the demolition grant. City Manager  
15 Healy reported working through a couple of issues and waiting on SHPO  
16 clearance. Once that is received, we will bid out five properties.

17 \* Councilman Wood asked for an update on other properties scheduled for demo.  
18 Manager Healy reported properties have been posted, the 30 day waiting period  
19 will expire mid-October and they will be bid out. Demolition is being advertised  
20 for the nuisance property on 4<sup>th</sup> Street on Thursday.

21 \* Councilwoman DeWitt said she will be attending the Candidate Forum.

22 **NEW BUSINESS:**

23  
24 **Receive and File the Moundsville CVB Annual Report.**

25 Vice Mayor Wood-Shaw moved to receive and file the Moundsville CVB Annual  
26 Report, seconded by Councilwoman DeWitt. Motion carried unanimously.

27  
28 **Discussion and Approval of Allocating \$250,000.00 of the ARP Funds**  
29 **Each for Water, Sanitary, Stormwater and Discuss the Remaining**  
30 **Balance at a Later Date.**

31 Councilman Saunders moved to approve allocating \$250,000.00 of the ARP  
32 fund each to Water, Sanitary & Stormwater, seconded by Councilwoman  
33 DeWitt. Motion carried unanimously.

34  
35 **Discussion and Approval of \$50.00 Donation for Walk A Mile in Their**  
36 **Shoes.** Vice Mayor Wood-Shaw moved to approve \$50.00 to Walk A Mile in  
37 Their Shoes organization, seconded by Councilwoman DeWitt. Motion  
38 carried unanimously.

1 **Discussion and Approval of \$100.00 Donation for Miracle League of the**  
2 **Ohio Valley.**

3 Councilman Saunders moved to donate \$100.00 for Miracle League of the  
4 Ohio Valley, seconded by Councilwoman DeWitt. Motion carried  
5 unanimously

6  
7 **Discussion and Approval of \$50.00 Donation for MEDC's Dungeon of**  
8 **Horrors.**

9 Vice Mayor Wood-Shaw moved to donate \$50.00 for MEDC Dungeon of  
10 Horrors, seconded by Councilwoman DeWitt. Motion carried unanimously.

11  
12 **Discussion and Approval of \$50.00 Donation for Northern Panhandle Out of**  
13 **the Darkness.**

14 Councilman Saunders moved to donate \$50.00 to the Northern Panhandle Out of the  
15 Darkness organization, seconded by Councilwoman DeWitt. Motion carried  
16 unanimously.

17  
18 **Discussion and Approval of Directing the City Attorney to Draft an Ordinance**  
19 **for Alley Abandonment for Ash Avenue Church of God, West Side of 1313**  
20 **Center Street.**

21 Councilman Saunders moved to direct Attorney White to draft an ordinance to  
22 abandoned the alley on the west side of 1313 Center Street, seconded by  
23 Councilwoman DeWitt. Motion carried unanimously.

24  
25 **Discussion of Request to Remove Parking Meter in Front of Residence on Third**  
26 **Street.**

27 Councilwoman DeWitt moved to remove the parking meter in front of a residence  
28 on Third Street, seconded by Vice Mayor Wood-Shaw for discussion. Mayor Hunt  
29 called for a vote. Councilwoman DeWitt yea, Mayor Hunt, Vice Mayor Wood-  
30 Shaw, Councilman Chamberlain and Councilman Saunders nay. Motion failed.

31  
32 **Appointment to the Vacant At Large Council Seat.**

33 Councilman Saunders moved for an executive session to interview candidates for  
34 the At Large vacancy created by former Councilman Dennis Wallace, seconded by  
35 Vice Mayor Wood-Shaw. Motion carried unanimously.

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

38 \* Councilman Wood asked when we will be receiving the next 1% monies?  
39 Manager Healy said October 15. Councilman Wood asked for an updated list of the  
40 1% allocations.

1 \* Councilman Wood asked for an update on the software/hardware for council  
2 members. Manager Healy said he has scheduled and watched a demonstration,  
3 hopes to watch another demonstration next week. He will have a recommendation  
4 at the October 11 sub-committee meeting.

5  
6 **MAYOR ITEMS:**

7 \* Mayor Hunt read a thank you card by the Marshall County Historical Society for  
8 receiving \$5,000.00 in ARP Grant fund. Councilman Wood moved to receive and  
9 file the thank you card, seconded by Vice Mayor Wood-Shaw. Motion carried  
10 unanimously.

11 \* Mayor Hunt read a thank you card by the Glen Dale United Methodist Church for  
12 receiving \$5,000.00 in ARP Grant fund. Councilman Chamberlain moved to receive  
13 and file the card, seconded by Vice Mayor Wood-Shaw. Motion carried  
14 unanimously.

15 \* Mayor Hunt attended the ground breaking ceremony on September 8, 2022 for the  
16 new city building. It was very well organized and well attended. Mayor Hunt was  
17 pleased to represent the City of Moundsville.

18 \* Mayor Hunt noted the CVB Annual Report provided interesting information  
19 pertaining to tourism in the State of West Virginia.

20  
21 **Legal Advertisements by the City Attorney.**

22 Attorney White presented several legal ads published in the local newspapers. Vice  
23 Mayor Wood-Shaw moved to receive and file the legal advertisements, seconded by  
24 Councilman Chamberlain. Motion carried unanimously.

25  
26 **COUNCIL ITEMS:**

27 \* **Chamberlain** – Asked for an update on the bronco baseball field lights. Manager  
28 Healy reported the bids are still with the engineer for review. Once the engineer  
29 approves the bid it will be awarded by council.

30 \* Asked for an update on the scoreboard screens. Manager Healy said sizes and  
31 mounting information was supplied to representative. John has not received a quote  
32 at this time.

33  
34 Councilman Saunders moved to go into executive session for personnel matters to  
35 interview applicants to fill the vacancy of former Councilman Dennis Wallace,  
36 seconded by Councilman Chamberlain. Motion carried unanimously.

37  
38 Regular session recessed at 7:16 p.m.

39 Regular session reconvened at 7:28 p.m.

40 Executive session began at 7:28 p.m.

1 Executive session recessed at 8:43 p.m.  
2 Regular session reconvened at 8:44 p.m.  
3  
4 Councilwoman DeWitt moved to appoint Brianna Hickman to the vacant At Large  
5 Council seat for the unexpired term, seconded by Councilman Chamberlain. Motion  
6 carried unanimously.  
7  
8 Councilman Saunders moved to adjourn, seconded by Vice Mayor Wood-Shaw.  
9 Motion carried unanimously.  
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11 Meeting adjourned at 8:45 p.m.

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Sondra J. Hewitt, City Clerk

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Judy Hunt, Mayor