

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**  
2 **MOUNDSVILLE, AUGUST 17, 2021**

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on August 17, 2021 at 6:00 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: Chamberlain, DeWitt, Vice Mayor Hunt, Saunders, Wallace, S. Wood  
13 and Mayor David Wood. Also present were City Manager Healy, City Clerk  
14 Hewitt, Finance Director Ankrom, Secretary Scarbin, Chief Mitchell and Attorney  
15 White.

16  
17 **MINUTES:**

18  
19 **Regular Council Meeting of August 2, 2021.**

20 Councilwoman S. Wood moved to approve the minutes of the regular council  
21 meeting of August 2, 2021, seconded by Councilwoman DeWitt. Motion carried  
22 unanimously.

23  
24 **MANAGER ITEMS:**

25 City Manager Healy provided the following report to council:

26  
27 **Personnel**

- 28
- 29 • The deadline for the position in the Building Inspection Department is  
30 August 19<sup>th</sup>. To date we have received 8 applications.
  - 31 • I have one more interview with a Fire Department applicant, hopefully  
32 bringing the department to four people. Another test is being scheduled.
  - 33 • The previous Police Department testing did not provide any applicants, so  
34 another testing will be done for them also.
  - 35 • One resignation of a lifeguard, and one hiring of a lifeguard in the Parks &  
36 Recreation Department.

37 1. August has been very busy so far with the Municipal League Conference,  
38 Jefferson Friday, Home and Business Expo, and planning for Community Day.

1 2. The Architect is finalizing a plan addendum to the new building plans, and that  
2 will be submitted to the State Fire Marshal's Office. This developed after a  
3 meeting last week with the Fire Marshal, architects, and other state and city  
4 officials. We believe that these plan changes, which pale in comparison to the  
5 original requests, will allow the project to continue, and we hope for a bid opening  
6 soon.

7 3. One additional resident was assisted with the CDBG COVID assistance grant for  
8 past due rent this week. Reminder that the city still has grant funds to assist  
9 residents with mortgage, rental, and/or utility costs that have fallen behind as a  
10 result of COVID. Residents must meet income guidelines and produce proper  
11 documentation. Applications are available at the City Building, Four Seasons  
12 Pool, and on the website. Belomar Regional Council is handling the application  
13 intake and processing, and any questions can be directed to Natalie Hamilton of  
14 Belomar at 304-242-1800 or call the City Clerk's Office at 304-845-3394.  
15 Assistance can be given to residents while completing the forms.

16 4. Mayor Wood and I met with Congressman David McKinley last week, and  
17 discussed the American Rescue Plan, the Infrastructure bill, and other issues. He  
18 expressed his concern in moving too quickly in committing the ARP funding,  
19 especially with other bills following. He said communities need to think hard  
20 about how this money can best help our communities.

21 5. Due to the storms and outages throughout the region, AEP has bumped the  
22 Splash Pad connection, and cannot give us a firm date on when that might occur.  
23 They would only comment that it will not be this week or next week. Once  
24 connected, Rain Drop will be in to train Director White on operation, maintenance,  
25 and winterizing. We will plan a huge grand opening event for Spring.

26 6. Among other Council members, I attended the West Virginia Municipal League  
27 Conference the first week of the month. I attended six breakout sessions including  
28 American rescue Plan Q&A, Festival Funding, Developing Your Project, Effective  
29 Discipline Management, Maximizing Municipal Dollars, and Municipal Fire and  
30 Police Pension. All were informative, with the ARP, Maximizing Dollars, and  
31 Discipline sessions being the best. I'd be happy to expand on these when Council  
32 does their reports.

33 7. I attended the Home and Business Expo this past weekend. I would like to  
34 thank Council members that attended, and employees that assisted. Also, thanks to  
35 the Street Department and Parks & Recreation Department for their assistance in  
36 deliver, set-up, tear-down, and return to the building. Karen Coffield was the

1 winner of the six-month family pool pass, and Heather Pape won the one-month  
2 pass Chamber door prize.  
3 8. The Expo kicked off last Thursday evening with five representatives of the city  
4 at the Business After Hours. There is a tentative one set for September.  
5 9. Community Day is set for this Saturday at Riverfront Park from 12-4. Events  
6 will include Duck Pond, Sand Art, Sidewalk Chalk, Temporary Tattoos, Freedom  
7 Squares, Balloon Animals, Boy Scouts Shooting Range, Fire Safety House, Fire  
8 Department Obstacle Course, Music, Hot Dogs, Chips, Drinks, and Sno-Biz treats,  
9 among other fun things. Everyone is welcome and everything is free. Any  
10 Councilperson who would like to assist with one of the events, please let me know.  
11 With COVID numbers increasing again, I would ask Council to consider  
12 implementing safety measures to keep our employees safe. Additionally, I am  
13 asking all departments to revert back the early days when we all were more  
14 cautious and worked hard to stay safe.  
15 10. With August having a fifth Tuesday, I will be taking a vacation during that  
16 week. City Clerk Hewitt will be serving as Acting City Manager in my absence.  
17 11. Remember our small businesses and restaurants are our backbone. Keep  
18 supporting them. Another shutdown will cripple many of these, so if you choose  
19 to not visit restaurants, please consider ordering takeout. They need our assistance.  
20

21 Mayor D. Wood asked for any questions council may have for the City Manager:  
22 \* Vice Mayor Hunt said she visited the Splash Pad and feels it will be a big  
23 attraction to the City of Moundsville.  
24 \* Councilman Chamberlain asked if the light poles at East End have been  
25 engineered? Manager Healys said they have not but will make a note to make  
26 contact with them.  
27 \* Councilman Chamberlain asked if Manager Healy was considering paving the  
28 small portion of Juniper Avenue to Penn Street? Manager Healy said they will  
29 pave that area when paving those streets.  
30 \* Councilman Chamberlain suggested sending a letter thanking Delegate Reynolds  
31 for assisting in the efforts to schedule a zoom meeting with the WV Fire Marshall  
32 concerning the new city building.  
33

34 **OLD BUSINESS:**

35  
36 **Discussion and Approval of an Ordinance to Abandon Three Paper Alleys**  
37 **Between Tomlinson Avenue & Morton Avenue. (Second Reading)**

1 Attorney White read the following ordinance by title only to be passed by council  
2 on second and final reading:

3 **AN ORDINANCE VACATING, ABANDONING AND ANNULING**  
4 **PORTIONS OF THREE ALLEYS IN THE 1100 BLOCK BETWEEN**  
5 **TOMLINSON AND MORTON AVENUES IN THE CITY OF**  
6 **MOUNDSVILLE. (SECOND READING)**

7  
8 Councilwoman DeWitt moved to approve the above ordinance, seconded by Vice  
9 Mayor Hunt. City Clerk Hewitt announced the following tally. 7 nays. Motion  
10 failed.

11  
12 Councilman Chamberlain moved to direct the City Attorney to revise the original  
13 ordinance abandoning the portion of the alley behind 11-21-7 between Tomlinson  
14 Avenue and Morton Avenue, seconded by Councilman Saunders. Motion carried  
15 unanimously.

16  
17 **Discussion and Approval of a Zone Change at 2213 First Street R-1**  
18 **Residential Single Family to M Mixed. (Second Reading)**

19  
20 Attorney White read the following ordinance by title only to be passed by council  
21 on second and final reading:

22 **AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA,**  
23 **PROVIDING TO CHANGE A CERTAIN DESIGNATED AREA AT 2207,**  
24 **2209, 2211, and 2213 FIRST STREET IN THE CITY OF MOUNDSVILLE**  
25 **FROM A RESIDENTIAL SINGLE FAMILY ONE TO A MIXED-USE**  
26 **ZONE. (SECOND READING)**

27  
28 Councilwoman DeWitt moved to approve the above zone change ordinance,  
29 seconded by Councilman Saunders. Mayor D. Wood called for a voice vote. City  
30 Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

31  
32 **Other Items to be Discussed by Council.**

33 \* Councilman Saunders asked if the house on 4<sup>th</sup> Street has been looked at?  
34 Manager Healy said the owner is in jail and the property should be declared a  
35 public nuisance.

36 \* Councilman Saunders asked for an update on the Sanford Center. City Manager  
37 Healy said they will be scheduling a date for demolition. Councilman Saunders

1 also reported residents are parking their vehicles and boat in the parking lot.  
2 Mayor D. Wood asked Manager Healy if he was able to contact any of the board  
3 members? Manager Healy said that he has not and feels they need to move toward  
4 legal means of handling things.

5 \* Councilman Chamberlain asked if there has been any progress on the City of  
6 Moundsville Welcome signs? Manager Healy said Public Works Director  
7 Stocklask has been very busy with Jefferson Friday signs but will be working on  
8 ideas for the welcome signs. Manager Healy spoke with Tony Clark of  
9 Department of Highways who will offer some options in locations of the new  
10 signs. Mayor D. Wood added that all council members may have been subject to  
11 emails or text concerning the welcome signs but wants to make it clear the decision  
12 for signage will be made by the City Manager and Council.

13 \* Councilman Chamberlain asked since the resigning of a lifeguard, where do we  
14 stand with the newly hired guard? Manager Healy said she is experienced, will be  
15 a perfect fit for Parks & Recreation and will work Monday through Friday, 8-3.

16 \* Councilwoman S. Wood said she would like to revisit the idea of new garbage  
17 cans on Jefferson Avenue. Manager Healy agreed saying there are funds in the  
18 buffer account.

19 \* Councilwoman S. Wood suggested honoring Health Department Director Tom  
20 Cook showing the city's appreciation for his efforts and safety measures during the  
21 pandemic.

22 \* Councilwoman S. Wood said she spoke with members of UMAC who have  
23 requested when designing welcome signs to consider a sign directing people to  
24 Jefferson Avenue Historic District.

25 \* Councilwoman S. Wood said Jefferson Friday was cancelled due to rain but  
26 wished to thank the members of the Arts & Culture Commission, Sara Wood,  
27 Chairwoman, Vice Chairman Nick Healy, Judy Hunt, Hilary Wilson, Breanna  
28 Hickman, Dave Bougher and Kathy Fox. Street Department that goes above and  
29 beyond for this event, Louie DeVault, Carl Farley, A.J. Myer, Public Works  
30 Director Stocklask and Asst. Director Wallace. Also, the Police Department, City  
31 Manager Healy, Kim Scarbin and office staff. The next Jefferson Friday will be  
32 held on September 17, 2021 with Eli Lambie and the Mojo Kings.

33 \* Councilwoman S. Wood announced Arts & Culture Commission is sponsoring a  
34 Movie Night on September 11, 2021 at East End Park at dusk. Free popcorn and  
35 candy provided. Everyone can vote for a movie on the Arts & Culture Facebook  
36 page.

1 \* Councilwoman S. Wood, City Manager Healy and Chief Mitchell attended a  
2 meeting August 12 concerning a Post Overdose Response Team in Marshall  
3 County. Also in attendance were Marshall County Health Department Director  
4 Tom Cook and Nursing Director Misty Merinar. Another meeting has been  
5 scheduled for August 26, 2021 at 1:00 p.m., at the Moundsville City Building.

6 \* Councilwoman S. Wood announced she was on the Howard Monroe show last  
7 week to discuss Jefferson Friday. He could not stop talking about the positive  
8 energy that is happening in Moundsville. Everything going on such as the Splash  
9 Pad, paving, extra projects and the events from Arts & Culture. He wanted to  
10 applaud the City of Moundsville for all the positivity. Mayor D. Wood noted Mr.  
11 Monroe was very complimentary of the city, Councilwoman Sara Wood and City  
12 Manager Healy.

13 \* Vice Mayor Hunt asked if the finding in the recent audit has been corrected?  
14 Manager Healy said when the financial analysis was done, the increase was taken  
15 into consideration.

16  
17 **NEW BUSINESS:**

18 **Discussion and Approval to Reject the Bid from Matheny Ford For Not**  
19 **Meeting the Specifications and Accept the Bid from FYDA Freightliner in the**  
20 **Amount of \$129,150.00.**

21 Councilman Saunders moved to reject the bid from Matheny Ford and accept the  
22 bid from FYDA Freightliner in the amount of \$129,150.00, seconded by  
23 Councilwoman S. Wood. Motion carried unanimously.

24  
25 **Discussion and Approval Authorizing the Purchase of a Sanitation Truck**  
26 **Through Sourcewell in the Amount of \$247,339.00.**

27 Councilman Chamberlain moved to authorize the purchase of a garbage truck in  
28 the amount of \$247,339.00. seconded by Councilman Saunders. Motion carried  
29 unanimously.

30  
31 **Discussion and Approval of a Donation Request from Miracle League of the**  
32 **Ohio Valley/YMCA in the Amount of \$50.00.**

33 Councilwoman DeWitt moved to approve the donation of \$50.00 to Miracle  
34 League, seconded by Councilwoman S. Wood. Motion carried unanimously.

35  
36 **Discussion and Approval to Direct the City Attorney to draft an Ordinance**  
37 **for an Abandonment of Alley's Between 1026 & 1028 Morton Avenue.**

38 Councilwoman DeWitt moved to direct the City Attorney to draft an ordinance to

1 abandoned an alley between 1026 & 1028 Morton Avenue, seconded by  
2 Councilman Chamberlain. Motion carried unanimously.

3  
4 **Discussion and Approval of a Resolution Authorizing the Acceptance of a**  
5 **Community Development Block Grant from the State of West Virginia.**

6 Vice Mayor Hunt moved to approve the resolution authorizing the acceptance of  
7 the CDBG funds, seconded by Councilman Chamberlain. Motion carried  
8 unanimously.

9  
10 **Discussion and Approval of a Resolution Authorizing the Signing of an**  
11 **Intergovernmental Agreement/Contract for Administrative Services with**  
12 **Belomar Regional Council.**

13 Councilman Saunders moved to approve the resolution authorizing the signing of  
14 the agreement for administrative services with Belomar, seconded by Vice Mayor  
15 Hunt. Motion carried unanimously.

16  
17 **Discussion of Health Insurance Coverage.**

18 Councilman Saunders moved to go into an executive session after the regular  
19 meeting, seconded by Councilwoman S. Wood. Motion carried unanimously.

20  
21 **Other Items to be Discussed by Council.**

22 \* Councilman Saunders reported a lot of junk in the yard of a house at 7<sup>th</sup> Street &  
23 Clinton Avenue.

24 \* Vice Mayor Hunt commended Councilwoman Sara Wood for everything she and  
25 the Arts & Culture Commission have accomplished in planning events for the city.  
26 It is a tremendous amount of work and responsibility overseeing these events.  
27 Vice Mayor Hunt expressed her appreciation to Councilwoman S. Wood, the office  
28 staff, the Street Department and everyone involved in making these events happen.

29  
30 **MAYOR ITEMS:**

31 \* Mayor D. Wood asked for the next step with the Fire Marshall concerning the  
32 new city building? City Manager Healy said McKinley will submit the amended  
33 plans to the Fire Marshall. Once we get the approval we can then move forward.  
34 Councilman Chamberlain asked if the amendment would cause the city to rebid the  
35 project? Manager Healy said it will be issued as an addendum which will probably  
36 be submitted as a separate cost.

37 \* Mayor D. Wood made comment to the WVML Conference held at the Oglebay  
38 Resort in Wheeling saying he feels the topics were some of the best presented to  
39 Municipalities. One in particular was the Land Use Agency which will help  
40 municipalities make use of undeveloped land in their community. They do suggest

1 the municipality should create a Land Use Committee.  
2 \* Mayor D. Wood asked if any council member would like to speak on a topic they  
3 found interesting? Councilwoman S. Wood reported on a session on Outdoor  
4 Recreation which is the fourth largest income driven industry across the United  
5 States. The City of Moundsville has some unique space, like the riverfront  
6 property. Councilwoman S. Wood suggested council explore more water based  
7 activities. Possibly renting canoes or kayaks. She noted recreation brings in an  
8 estimated \$888 billion dollars across the country. Councilwoman DeWitt  
9 previously suggested a skating rink in the summer and ice skating in the winter as  
10 well as renting bicycles for the walking trail.  
11 \* Mayor D. Wood announced Northwood CEO Mark has invited council members  
12 to tour their new facility. Council members will meet on Thursday at 1:30 p.m. at  
13 the Moundsville City Building.  
14 \* Mayor D. Wood thanked Manager Healy for providing council with Department  
15 Head reports.  
16 \* Mayor D. Wood discussed meeting with Congressman McKinley and his liason,  
17 Mrs. Reisbeck concerning the American Rescue Plan. He stressed that  
18 municipalities should be cautious, patient and not jump into anything at this point.  
19 Congressman McKinley suggested stepping outside of the box and be creative with  
20 funds. City Manager Healy added using the funds to create jobs such as work with  
21 Marshall County Schools to offer training at the High School level.  
22 \* Mayor D. Wood announced there have been no mask mandates by the state. City  
23 Council will follow the Governor's lead. City Manager Healy said we need to be  
24 cognizant in protecting our employees.

25

26 **COMMITTEE REPORTS:**

27 **Reports by the Finance Committee.**

28 Vice Mayor Hunt presented the finance report to council.

29 **Reports by the Traffic Committee.**

30 Councilman Saunders presented the traffic report to council.

31 **Reports by the Policy Committee.**

32 Councilwoman S. Wood had no policy reports for council.

33

34 **COUNCIL ITEMS:**

35 \* **S. Wood** – wanted to stress with the latest census data, City of Moundsville  
36 residents median age is late 40's and asked council to keep this in mind when  
37 moving the city forward.

38 \* Also feels what is happening now with Covid is completely preventable. She  
39 encourages everyone get the vaccine.

40 \* **DeWitt** – Asked if Public Works Director Stocklask received quotes for the



1 removal on a tree behind her neighbor's house? Manager Healy said he thought it  
2 was scheduled to be removed but he will research.

3

4 Councilman Saunders moved to go into executive session, seconded by  
5 Councilman Chamberlain. Motion carried unanimously.

6

7 Meeting recessed at 7:12 p.m.

8 Meeting reconvened at 7:23 p.m.

9 Executive session began at 7:23 p.m.

10 Executive session recessed at 7:53 p.m.

11 Regular session reconvened at 7:53 p.m.

12

13 Councilman Saunders moved to grant Attorney Thomas White employee health  
14 insurance for his spouse, seconded by Councilman Chamberlain. Motion carried  
15 unanimously.

16

17 Councilman Saunders moved to adjourn, seconded by Councilwoman S. Wood.  
18 Motion carried unanimously.

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20 Meeting adjourned at 7:54 p.m.

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24 \_\_\_\_\_  
Sondra J. Hewitt, City Clerk

\_\_\_\_\_   
David Wood, Mayor

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