

**STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF
MOUNDSVILLE, JANUARY 16, 2018**

The Council of the City of Moundsville met in regular session in the Council Chambers on January 16, 2018 at 7:00 p.m.

Meeting was called to order by Mayor Allen Hendershot.

Invocation was given by Mayor Allen Hendershot.

City Clerk Hewitt called the roll and the following Councilpersons were in attendance: DeWitt, Hunt, Remke, Saunders, Wood and Mayor Hendershot. Absent: Haynes. Also present were City Manager Hess, Police Chief Mitchell, Public Works Supervisor Wallace, Building Inspector Richmond, Acting Fire Chief Brandon, CPA Kathryn Goddard and Attorney Thomas White and City Clerk Hewitt.

MINUTES:

Regular Council Meeting of January 2, 2018.

Councilperson Saunders made a motion to accept and approve the minutes of the regular council meeting of January 2, 2018, seconded by Councilperson Remke. Motion carried unanimously.

GENERAL PUBLIC HEARING:

Shaye Strait - Better Buildings Program.

Mr. Strait introduced himself as the new Project Manager of the WV Bad Buildings. He wants to see how things have been going since the last interaction with Luke Isner approximately 1 year ago and see where the city needs to be moving forward. Mr. Strait has reviewed the city's redevelopment plan, the city's top 10 list and had some discussion with the City Manager and Building Inspector.

Mayor Hendershot asked that Mr. Strait provide some guidance on how council should move forward with the process. Mr. Strait said he would be willing to meet with a committee to prioritize the top 10 list.

Belomar Representative Rick Healy suggested he and Shaye meet with the committee to discuss prioritizing the top 10 list.

Councilperson Wood volunteered to stay on the committee as well as Vice Mayor Remke and Councilperson Hunt. Mayor Hendershot said he will sit in on the meetings. City Manager Hess will be the point of contact when scheduling the meeting.

* Brad Varlas - representing Moundsville Volunteer Fire Department. Mr. Varlas said the Moundsville Volunteer Fire Department is not asking council to eliminate the City of Moundsville Fire Department. However, they are offering their building on First Street to relocate the City's Fire Department if council should choose to move forward. There are several options that could be looked at.

Councilperson Wood explained both fire departments would be under one roof but two different entities, not a combined fire department.

Acting Fire Chief Brandon feels these discussions would not be happening if former Fire Chief Clarke were still with us. He suggested council build a new building for the police and fire departments.

OLD BUSINESS:

* Councilperson Wood asked how council members intend to monitor the list of goals for the city? Mayor Hendershot feels some of the goals have their own priority timetable, such as the accounting programs should be done preferably before the turn of the fiscal year. With regards to the other goals, general action by council.

* Councilperson Wood also asked how council plans to monitor City Manager goals? Mayor Hendershot said it was council's recommendation for the City Manager to provide council with an update of activities going on in the city.

* Councilperson DeWitt asked Manager Hess if she hired for the 2 vacancies in the Street Department? She advised that she had not but her secretary will be calling to schedule interviews.

* Councilperson DeWitt asked Mayor Hendershot if he was able to meet with the County Commissioners concerning funding for fairs and festivals? He said he has not met with them yet.

* Councilperson Dewitt mentioned to Building Inspector Richmond that there are some people interested in volunteering & donating to the Homeless Shelter when proper approval comes through.

* Councilperson Saunders asked Parks & Recreation Director Coville for an update on the pool. He reported the dectron unit has been ordered, however, there was a part that broke in the fan motor but Kucera Heating has an appointment to fix it. The temperature in the pool is rising. And he has been in daily contact with the swim teams.

* Councilperson Hunt asked for an update on the city's audit. Manager Hess said she has not reviewed the audit yet. When she does, council will receive a copy.

* Councilperson Remke said he read in the Stormwater Board minutes that they are discussing the possibility of disconnecting water service for delinquent stormwater fees. Manager Hess said that item will be discussed at the next Sanitary/Stormwater meeting.

* Councilperson Remke asked what service are we providing Glen Dale? City Manager Hess said the City of Moundsville Sanitary Department receives their sewage.

* Councilperson Remke asked when the First Street project will start? Manager Hess said there is no set start date.

* Councilperson Remke asked what the next step is in moving forward with the East End Sports Complex? Attorney White said council needs to find at least 2 acres of property to replace the property that will be used at East End.

NEW BUSINESS:

Discussion of Combining City & Volunteer Fire Departments. Committee recommends to form a committee and enter into discussion of combining the City Fire Department with the Volunteer Fire Department.

Councilperson DeWitt made a motion to move forward with discussing the possibility of moving the City Fire Department to the Moundsville VFD building, seconded by Councilperson Remke.

Mayor Hendershot called for a voice vote. City Clerk Hewitt announced the following tally. 5 yeas, 1 nay. Hendershot voting nay. Motion carried.

Other Items to be Discussed by Council.

* Councilperson Remke asked if the city's Healthcare coverage counsel employees suffering from traumatic events? Chief Mitchell said officers would be brought in for debriefing and such as well as the Health Plan covers counseling.

* Councilperson Remke asked if council can expect a master plan for Four Seasons Pool and Parks and Recreation by June, 2018? Parks & Recreation Director Coville said he is in the process of compiling information but should have something by June.

* Councilperson DeWitt recommended during budget proceedings that Department Heads bring their list to council so council have more input on what is going into the budget. Councilperson Hunt added if council is proposing pay increases, she asked Manager Hess to provide figures on a 1%, 2% and 3% including benefits.

* Councilperson Wood asked who was going to be in charge of sending pictures to the Municipal League. Mayor Hendershot said he could take some with him when he goes to the Municipal League Conference.

* Councilperson Wood asked council members that are attending the WV Municipal League Conference if they find interesting information to bring it back to share with the rest of council.

MANAGER ITEMS:

* Manager Hess said she has been working on the Land & Water Conservation grant for Phase II which will be the pool roof. Mayor Hendershot said his concern is to set aside, in an account, the funds for a 50/50 match for the cost to replace the roof. It was suggested by Attorney White to have McKinley & Associates update the cost to replace the pool roof.

Councilperson Hunt moved to authorize the City Manager to contract McKinley & Associates to update their previous feasibility study of Four Seasons Pool excluding the dectron unit, seconded by Councilperson DeWitt. Motion carried unanimously.

* Manager Hess noted the Moundsville Police Department reported unusually low number of accidents since the start of the year. Since January 1, there have been six accidents. Of those, four were in retail parking lots and unrelated to weather conditions.

* Manager Hess advised she and Department Heads are gathering information and numbers for the budget.

* She announced the Street Department has been working all weekend clearing the snow. She feels they have done a great job keeping up the snow removal. They only received a few complaints.

* Manager Hess said the WV Department of Highways were suppose to being work on the Rt.2 project this week but the project has been delayed due to the weather.

* She noted the Marshall County 2018 Home Business Expo will be held March 2 & 3, 2018 at the former WV Penitentiary. All registrations should be received no later than February 22, 2018.

* Manager Hess also noted Business After Hours will be held on Thursday, January 25, 2018 at John Marshall High School from 5:00-7:00 p.m. It is hosted by John Marshall High School and WV Northern Community College. Please let Marilyn know if you wish to attend.

* Manager Hess received a report from Acting Fire Chief Gary Brandon concerning the status of the barges in the Ohio River. Acting Chief Brandon said the barges broke loose over the weekend due to the high water and ice on the river. Mr. Poduridgel of the US Coast Guard said there were 37 barges that had broken loose from the Bellaire/Benwood ports. Twenty nine are secured, six are still in the river they are keeping an eye on (sunken or on shore), two are unaccounted for. The Coast Guard is using sonar to try to locate the two that are missing. River traffic has been shut down until the barges are located.

* Manager Hess received a thank you letter from the John Marshall 50th Anniversary committee for the city's donation of \$50.

* Manager Hess reported receiving a resignation letter from David Wellman, a Moundsville Police Dispatcher effective January 18, 2018.

* She also received a letter of interest from William D. McConnell asking to be re-appointed to the Moundsville Planning Commission. Manager Hess will re-appoint Mr. McConnell to the 3 year term.

* Manager Hess reviewed reports from Building Inspector Richmond and Bertrand.

Mayor Hendershot said he appreciated the report given by Manager Hess, however, he would like to have a written report provided to council member before the meeting.

MAYOR ITEMS:

* Mayor Hendershot reported giving a radio interview on 1370 AM concerning the future of the City of Moundsville.

* Mayor Hendershot also reported meeting with representatives of Belomar, Rick Healy

and Scott Hicks to discuss general programming that might be available to the city. He noticed, after attending a Water Board meeting, that they have no intentions on using any grant money for the First Street project. Their intentions were to do the project a little bit at a time. Mr. Healy informed Mayor Hendershot there are grants that are available to the city, to the Water Board, that may be low interest loans that would save the city/Water Board money. There are some opportunities to make application for those water and sewer projects.

* Mayor Hendershot was asked by Belomar to participate in the Brownsfield committee and asked Building Inspector Richmond to continue attending as well.

* Mayor Hendershot said council needs to determine exactly what they need to include in the pool grant based on not only the priority but the value.

* Also, Mayor Hendershot received a request from Angela Coe of Sam's Drive who asked to be on the Traffic Committee agenda for February 13, 2018 concerning paving of Sam's Drive.

COMMITTEE REPORTS:

Discussion and Approval of Recommendation for the Finance Committee.

Chairperson Remke read the items discussed at the finance meeting:

1. Discussion and Review of Financial Summary for December 2017 by Kathryn Goddard.
2. Discussion of Prioritizing the Municipal Sales Tax. No Action Taken.
3. Discussion of Auctioning Undeveloped City Property. Committee recommends table until February meeting.
4. Discussion of Security for Council Chambers. Committee recommends no action taken but include Chief Mitchell's report as part of the record.
5. Discussion of "Sign on Bonus" for Police Officers. Committee recommends directing the City Manager and Police Chief to gather information on police officers pay scales north and south of Moundsville then bring information to February subcommittee meeting.
6. Discussion of Grass Cutting Contract for the Recreation Areas. Committee recommends no action taken.

Discussion and Approval of Recommendations by the Policy Committee.

Chairperson DeWitt read the following items discussed at the policy meeting:

1. Discussion of Business License for Owners of Rental Property. Committee recommends Building Inspector Richmond bring information to the February committee meeting.
2. Discussion of Construction of New Homes Dealing with Facing the Street. Committee recommends no action taken.
3. Discussion of Sexual Harassment Policy. Safety Advisor Earl Shaw gave a presentation on the city's confidential policies for Blood Born Pathogens, Substance Abuse and Sexual Harassment.
4. Discussion of Council & City Manager Goals. Committee recommends to work toward the goals presented to council.
5. Discussion of Combining City & Volunteer Fire Departments. Committee recommends to form a committee and enter into discussion of combining the City Fire Department with the Volunteer Fire Department.
6. Discussion of Changing Order of Business for Council Meeting Agenda. Committee recommends no action to be taken.

Other Items to Be Discussed by Council.

- * Mayor Hendershot informed council member he will be going to the WV Municipal League Winter Conference in Charleston, if anyone has anything they want him to address while he is there to let him know.
- * Councilperson Wood asked City Manager Hess to check with surrounding campgrounds on their rates, he feels the city's is a little high.
- * Attorney White updated council concerning the proposed Sports Complex at East End Property and the Land & Water Conservation issues. He explained in order to move forward with this project, the city needs to locate at least 2 acres of outdoor property to trade for the proposed Sports Complex property. Attorney White said he explained these issues to Eric Tucker.

Discussion and Approval of Recommendations by the Traffic Committee.

Chairperson Saunders reported the following items discussed at the traffic meeting:

1. Discussion of Street Paving for 2018. Manager Hess asked council members to turn in their paving list by Tuesday, January 16, 2018.

Other Items to be Discussed by Council.

- * Councilperson DeWitt complained the snow was not removed from the sidewalks

around the prison and around the museum.

COUNCIL ITEMS:

* **Hunt** - Commended the Street Department for keeping up on the snow removal through Moundsville. She also encourage citizens to park in their driveway so the plow trucks can remove the snow better.

* Commended Manager Hess on her manager's report.

* **Remke** - Asked Public Works Director Stocklask if the city has enough salt? Mr. Stocklask noted they received 100 ton.

* Commended Manager Hess on her report.

* Also thanked the Moundsville Volunteer Fire Department for their assistance on Pearl Street.

* **Wood** - Commended the Street Department for keeping the streets plowed.

* Thanked Manager Hess for her report.

* **DeWitt** - Commended the Departments for helping citizens who had flooding. Water Department had some breaks. Everyone did a great job.

* Thanked Manager Hess for her report.

* **Saunders** - Commended the Street Department on an excellent job with snow removal.

Vice Mayor Remke made a motion to adjourn, seconded by Councilperson DeWitt. Motion carried unanimously.

Meeting adjourned at 8:35 p.m.

Sondra J. Hewitt, City Clerk

Allen Hendershot, Mayor