

**STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF  
MOUNDSVILLE, JULY 17, 2018**

The Council of the City of Moundsville met in regular session in the Council Chambers on July 17, 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, Haynes, Hunt, Remke, Saunders, Wood and Mayor Hendershot. Also present were City Manager Hess, City Clerk Hewitt, Police Chief Mitchell, Public Works Director Stocklask, Fire Chief Brandon, Building Inspector Richmond, Parks & Recreation Director Coville, CPA Kathryn Goddard and Attorney Thomas White.

**MINUTES:**

**Regular Council Meeting of July 3, 2018.**

Councilperson Haynes made a motion to accept and approve the minutes of the regular council meeting of July 3, 2018, seconded by Vice Mayor Remke. Motion carried unanimously. (Vice Mayor Remke made correction to the regular minutes concerning ADA regulations for the pool, however, the correction was for the sub committee minutes not the regular council meeting minutes)

**GENERAL PUBLIC HEARING:**

\* Beth McEnroe of Auros Group, said she was present and available if council should have any questions about their proposal.

\* Denny Hall, 23 Oak Avenue, asked council when the city was going to repair the sidewalk at the girls softball field and reported the parking lot needs repairs or resurfaced. They are losing parking spaces due to the ditch. He asked for the Street Departments time line.

Public Works Director Stocklask they were going to paint the lines on the parking lot but it isn't in very good shape. The lot needs cleaned off before new lines get painted on it. Mr. Stocklask said he can not give Mr. Hall a time line due to other pressing issues.

\* Carl Boso, 305 10<sup>th</sup> Street, thanked council for paving 10<sup>th</sup> Street and requested speed limit signs on 10<sup>th</sup> Street.

Councilperson Saunders made a motion to discuss at the traffic committee meeting the request to install speed limits signs on 10<sup>th</sup> Street, seconded by Councilperson Haynes. Motion carried unanimously.

**OLD BUSINESS:**

**Discussion and Approval of an Ordinance to Grant an Alley Abandonment.  
(Second Reading)**

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

**AN ORDINANCE VACATING, ABANDONING AND ANNULING A PORTION OF AN ALLEY INTERSECTING THE WEST SIDE OF BAKER AVENUE AND RUNNING BETWEEN FIFTH AND SIXTH STREETS AND INTERSECTING AN ALLEY RUNNING FROM FIFTH TO SIXTH STREET. (SECOND READING)**

Councilperson Saunders made a motion to approve the abandonment ordinance, seconded by Councilperson Wood.

Mayor Hendershot called for a voice vote. City Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

**Discussion and Approval of a Zone Change Ordinance for 298 Eleventh Street from R-1 Residential Single Family to C-1 Corridor Commercial. (Second Reading)**

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

**AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA, PROVIDING TO CHANGE A CERTAIN DESIGNATED AREA ON ELEVENTH STREET IN THE CITY OF MOUNDSVILLE FROM RESIDENTIAL SINGLE-FAMILY ZONE TO A CORRIDOR COMMERCIAL ZONE. (SECOND READING)**

Councilperson Saunders made a motion to approve the zone change ordinance, seconded by Councilperson Hunt.

Mayor Hendershot called for a voice vote. City Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

**Discussion and Approval of an Ordinance for a Zoning Correction at 1014 Thompson Avenue to C-1 Corridor Commercial. (Second Reading)**

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

**AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA, PROVIDING TO CHANGE A CERTAIN DESIGNATED AREA ON THOMPSON AVENUE IN THE CITY OF MOUNDSVILLE FROM RESIDENTIAL SINGLE-FAMILY ZONE TO A CORRIDOR COMMERCIAL ZONE. (SECOND READING)**

Councilperson Haynes made a motion to approve the zone change ordinance, seconded by Vice Mayor Remke.

Mayor Hendershot called for a voice vote. City Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

**Discussion and Approval of an Ordinance for a Zoning Correction at 1109 Purdy Avenue to C-1 Corridor Commercial. (Second Reading)**

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

**AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA, PROVIDING TO CHANGE A CERTAIN DESIGNATED AREA ON PURDY AVENUE IN THE CITY OF MOUNDSVILLE FROM RESIDENTIAL SINGLE-FAMILY ZONE TO A CORRIDOR COMMERCIAL ZONE. (SECOND READING)**

Councilperson Saunders made a motion to approve the zone change ordinance, seconded by Councilperson Hunt.

Mayor Hendershot called for a voice vote. City Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

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

\* Vice Mayor Remke asked Manager Hess if had heard from the Sprint Tower representatives? She replied that she had not.

\* Councilperson Saunders asked for an update on Jason Drive. Manager Hess said the drain problem has been resolved.

\* Councilperson DeWitt asked Manager Hess if she spoke with DOH concerning the turn signals on the 12<sup>th</sup> Street bridge? Ms. DeWitt reported setting through 3 traffic lights and two lanes of traffic across the bridge. She also reported the turn arrows need repainted on the bridge.

Mayor Hendershot suggested Manager Hess contact DOH to do some repairs on the bridge where the concrete is deteriorating.

\* Councilperson DeWitt said grant funding is available for Office of Emergency Services to use of the Moundsville Marina boat docks in the future. She suggested that Mr. Healy assist in applying for the grant.

\* Councilperson Wood suggested review Council and City Manager goals at the August sub committee meeting.

#### **NEW BUSINESS:**

#### **Discussion of Changing Date for Council Meeting for First Meeting in August. Committee recommends changing regular council meeting of Tuesday, August 7 to Monday, August 6, 2018 due to the WVML Summer Conference in Morgantown.**

Councilperson Saunders made a motion moved regular Tuesday, August 7 council meeting to Monday, August 6, seconded by Vice Mayor Remke. Motion carried unanimously.

#### **Discussion and Approval of Selling Police Vehicles to Another Municipality.**

Councilperson Saunders made a motion sell police cruisers to the City of McMechen for \$200 each, seconded by Councilperson Wood. Motion carried unanimously.

#### **Discussion and Approval of 2018-2019 General Fund Budget Revision #1.**

Vice Mayor Remke made a motion to approve the General Fund Budget Revision #1, seconded by Councilperson DeWitt. Motion carried unanimously.

**Discussion and Approval of 2018-2019 Coal Severance Fund Budget Revision #1.**

Vice Mayor Remke made a motion to approve the Coal Severance Budget Revision #1, seconded by Councilperson Hunt. Motion carried unanimously.

**Discussion and Approval of a Resolution Authorizing Filing of a Community Development Block Grant Application for the First Street Water Line Replacement Project.**

Rick Healy of Belomar explained the grant application process of filing a Community Development Block Grant to the State of West Virginia in the amount of \$1,500.00.00 to secure funds for the City of Moundsville First Street Waterline Replacement Project.

Vice Mayor Remke made a motion to approve the resolution for a CDBG, seconded by Councilperson Hunt. Motion carried unanimously.

**Discussion and Approval of a Resolution Authorizing Filing of a Community Development Block Grant Application for Demolition Projects.**

Rick Healy of Belomar explained the grant application process of filing a Community Development Block Grant to the State of West Virginia in the amount of \$200.00.00 to secure funds for the City of Moundsville Demolition Project.

Vice Mayor Remke made a motion to approve the resolution for a CDBG, seconded by Councilperson DeWitt. Motion carried unanimously.

\* Councilperson Wood to discuss at the policy sub committee meeting to revive the Better Buildings Program, seconded by Councilperson Hunt. Motion carried unanimously.

Rick Healy will provide council with the 10 List (10 suggestions to follow) before the sub committee meetings.

\* Mayor Hendershot asked Mr. Healy to elaborate on the “Opportunity Zone” program. Mr. Healy said he received confirmation the City of Moundsville was selected to participate in the “Opportunity Zone” program which provide tax breaks for businesses or investors that wish to locate in certain areas of the city.

\* Mr. Healy announced a webinar is scheduled for Tuesday, July 24, 2018 at 11:30 a.m.

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

\* Councilperson DeWitt received complaints of residents ground feeding birds. She provided Manager Hess with the address.

\* Councilperson Saunders requested to discuss the Nepotism ordinance at the policy sub committee meeting.

\* Councilperson Hunt said citizens are happy that Sandy Avenue was paved as well as Cherokee Drive.

\* Vice Mayor Remke made a motion to review and discuss residential apartments in the Jefferson Avenue business district, seconded by Councilperson Wood. Motion carried unanimously.

\* Vice Mayor Remke made a motion to discuss upgrades to the Jefferson Avenue streetscape at the August finance sub committee meeting, seconded by Councilperson DeWitt. Motion carried unanimously.

\* Vice Mayor Remke made a motion to discuss and specify percentages to the 1% Municipal Sales & Use Tax at the August finance sub committee meeting, seconded by Councilperson Wood.

Mayor Hendershot called for a voice vote. City Clerk Hewitt announced the following tally. 5 yeas, 2 nays. Haynes and Saunders voting nay. Motion carried.

#### **MANAGER ITEMS:**

##### **Re-appointment to the Moundsville Housing Authority.**

Manager Hess re-appointed Mr. William Hinegardner to the Moundsville Housing Authority after receiving a letter expressing his interest in serving another five year term.

Manager Hess provided council with the following report:

- 1) The 1% sales tax check has no arrived as of this date.
- 2) A letter was received from the Acting District 6 Engineer Brabham regarding the intersection of Fifth Street & Jefferson Avenue. It is the Department of Highways recommendation to modify the intersection by restricting parking, relocating the USPS curbside mail box and adjusting the crosswalk and stop line closer to the intersection.

Mayor Hendershot made a motion to discuss DOH recommendation at the Traffic Sub Committee meeting, seconded by Councilperson Wood. Motion carried unanimously.

3) Fostoria bridge replacement - Received information regarding this from Department of Highways as to the process of moving forward. City Manager Hess read an email offering the following plan. The City of Moundsville would contract, following the required procurement process, with an engineering firm to design and environmentally clear to WVDOH standards the replacement of the city owned Fostoria bridge, including surveying, geotechnical, utility relocations, hydraulic study, right of way acquisitions and construction oversight. The WVDOH would work with the city to scope the engineering services as well as ensure all federal and state regulations are followed. The city will be responsible for 10% minimum match and WVDOH will be responsible for the other 90% maximum of the project overall costs.

Councilperson Saunders made a motion to discuss this project at the Traffic sub committee meeting, seconded by Vice Mayor Remke.

4) Demolition project at 1111 Eighth Street should be started by the end of this week or beginning of next week. There was a delay concerning State paperwork.

5) Stormwater charges will be removed from the municipal and refuse statement beginning with this month's billing. We will have a notice in the newspaper prior to the bills being mailed to advise the customers.

6) Reminded Council members of the city's Community Day event on August 25, 2018.

**Other Items Discussed by the City Manager.**

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

Vice Mayor Remke made a motion to receive and file the publications, seconded by Councilperson Haynes. Motion carried unanimously.

**MAYOR ITEMS:**

Mayor Hendershot provided the following report:

\* Attended meeting with Vice Mayor Remke on July 12, 2018 concerning Annexation.

\* Reminded council they will be touring Center & Potter Township July 24 at 11:30 a.m.

\* Asked City Manager Hess if she contacted Belomar to assist with the Recycling Grant? Manager Hess is in the process of scheduling a meeting with Mr. Healy and Howard Coffield.

\* Asked for an update on the pool report? Parks & Recreation Director Coville will provide the report to council before the August sub committee meeting.

\* Asked for an update on the Sprint Tower? Manager Hess has called the Sprint representative several time to no avail.

\* Asked for an update on the ownership and location of the flag poles from the “Welcome” sign? Manager Hess said the flag poles are at the Street Department garage. Mayor Hendershot suggested discussion of the utilizing the poles. Councilperson DeWitt made a motion to discuss the placement of the flag poles at the policy sub committee meeting, seconded by Councilperson Wood. Motion carried unanimously.

\* Announced Family Swim Night for special needs families on July 18, July 25 & August 1, 2018 at Four Seasons Pool.

\* Asked for update concerning the meter attendant’s uniforms. Manager Hess said he has been in uniform.

## **COMMITTEE REPORTS:**

### **Discussion of Recommendations by the Traffic Committee.**

1. Discussion of Parking Issues on Cherokee Drive. Committee recommends installing more speed limit signs.

Councilperson Saunders made a motion to install speed limit signs on Cherokee Drive, seconded by Councilperson Haynes. Motion carried unanimously.

2. Discussion of “No Trucks” Sign Jackson Street. Committee recommends installing a “No Semi Truck” sign on Jackson Street.

Manager Hess reported the sign was already installed by the Street Department.



3. Discussion of Additional Street Paving. Committee recommends to adopt the Rotating Paving Plan provided by Public Works Director Stocklask.

Councilperson Saunders made a motion to adopt the rotating paving plan, seconded by Vice Mayor Remke. Motion carried unanimously.

**Discussion of Recommendations by the Finance Committee.**

1. Discussion of Costs for Placing a Basketball Court on Pearl Street off of Parriott Avenue. Committee recommends moving forward with the construction of the basketball court.

Councilperson DeWitt made a motion to move forward with the construction of the basketball court pending FEMA approval of the asphalt, seconded by Councilperson Hunt. Motion carried unanimously.

2. Discussion of Quote from McKinley & Associates for Police Department Building. Committee recommends accepting the quote of \$2500 for Structural Work at the Moundsville Police Department.

Vice Mayor Remke made a motion to accept the quote of \$2500 from McKinley & Associates, seconded by Councilperson DeWitt. Motion carried unanimously.

**COUNCIL ITEMS:**

\* **Haynes** - Reported buildings are looking dilapidated and junk in yards on the right side of Division Street.

\* **Wood** - Reported the street light is still out on Jackson Street & Mulberry Avenue. Manager Hess said the light has been reported to AEP several times.

\* Announced the Back to School Fair is Wednesday, July 18 from 8:00 to 12:00 at the Moundsville Training Center.

\* **DeWitt** - Nothing at this time.

\* **Saunders** - Reported the Beast of the East Tournament was another success. He thanked Parks & Recreation Director Coville and his staff for a great job.

\* **Hunt** - Expressed how blessed the City of Moundsville was to have the Strand Theater.

\* Thanked Parks & Recreation Director Coville for organizing the special needs events.

\* **Remke** - Nothing at this time.

Vice Mayor Remke made a motion to go into executive session for personnel matters, seconded by Councilperson DeWitt. Motion carried unanimously.

Regular session recessed at 9:04 p.m.

Regular session reconvened at 9:10 p.m.

Executive session began at 9:10 p.m.

Executive session recessed at 9:20 p.m.

Regular session reconvened at 9:20 p.m.

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

Meeting adjourned at 9:21 p.m.

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Sondra J. Hewitt, City Clerk

Allen Hendershot, Mayor