

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF MOUNDSVILLE**
2 **JUNE 5, 2018**

3
4 The Council of the City of Moundsville met in regular session in the Council Chambers on
5 June 5, 2018 at 7:00 pm.

6
7 Meeting was called to order by Mayor Allen R Hendershot, who also gave the invocation.

8
9 Acting City Clerk Ankrom called the roll and the following Councilpersons were in attendance:
10 DeWitt, Haynes, Vice Mayor Remke, Saunders, Wood, and Mayor Hendershot. Absent was
11 Councilwoman Hunt. Also present were City Manager Hess, Police Chief Mitchell, Acting
12 Fire Chief Brandon, Public Works Director Stocklask, Building Inspector Richmond, CPA
13 Goddard, and Attorney White. Absent was City Clerk Hewitt.

14
15 **MINUTES:**

16 **Regular Council Meeting of May 15, 2018**

17 Councilman Remke made a motion to accept the minutes as presented, which Councilman
18 Haynes seconded. Mayor Hendershot noted page 5 line 29 states Commercial Insurance is
19 reviewing the employee policy manual, but they are not the company that codifies the
20 ordinances. He would like to see that corrected. Motion to accept the amended minutes carried
21 unanimously.

22
23 **GENERAL PUBLIC HEARING:**

24 **Laura Francis, UMAC**

25 Laura Francis, President of the Uptown Moundsville Activities Committee, and a Jefferson
26 Avenue business owner, read a statement reviewing the many activities of UMAC, including
27 oversight of the fall festival, replacing nuisance trees, installing planters and hanging baskets,
28 providing animal waste stations, and other beautification projects meant to improve the uptown
29 business district. All projects are financed by dues paid by Jefferson Avenue businesses, and
30 work can only continue when funds allow. Since the trees belong to the City of Moundsville,
31 UMAC would appreciate any financial assistance the City can offer. Mayor Hendershot is
32 appreciative of UMAC's efforts and encouraged them to ask for help when needed. Richard
33 King asked how often the sidewalks should be sealed, which should be done every two years.

34
35 Jane Klug of 2015 Jackson Street, is involved with the Friends of Moundsville Parks &
36 Recreation, which recently received funding from the Marshall County Commission; these
37 funds were used to purchase tables and chairs for 4 Seasons Pool. The Friends will have a yard
38 sale on June 9, 2018 at the Pool; and have scheduled an adult swim dance for August 16, 2018
39 from 6:00 to 9:00 PM. The swim dance will have an "Elvis" theme, and patrons will pay \$5.00
40 admission. Future events being planned are a spaghetti dinner and soup & salad sale. Ms Klug
41 would like to use some of the proceeds to replace the sinks in the Concession Stand.

42
43 Ms Klug noted an article in this evening's paper about a local author who recently released a

1 book titled *Penelope's Petition*. Rosemary Petrone of 48 Dexter Avenue commented that a
2 portion of the book's sale proceeds will be donated to Friends of Moundsville Parks &
3 Recreation.

4
5 Ms Klug also expressed concern about a large truck, that got disoriented traveling on Jackson
6 Street, and caught some utility lines. Apparently the detour from 1st Street, due to a water line
7 break, does not have adequate signage.

8
9 Dewey Morgan of 502 Jefferson Avenue is concerned about the upcoming abandonment and
10 how it will affect utility companies getting in to service the pole located in the alley. Once
11 abandoned, the alley will become private property. Mayor Hendershot thanked Mr. Morgan for
12 bringing this to Council's attention, and he affirmed that the concern will be considered.

13
14 Dan Stocklask of 3 Locust Avenue noted that a tree limb hangs in the turn, going into the
15 Campground from the bottom of Locust Avenue. Also, there is a turn on Fostoria Avenue that
16 has sight hindrance due to high weeds. Mr. Stocklask is also concerned about fireworks being
17 set off throughout the year. Some of them are rather large, and the debris lands on neighboring
18 roofs and yards, which could lead to a fire. Mr. Stocklask is very appreciative of the work the
19 City is doing in keeping grass cut; however, some lots have cut grass left laying on the lots.

20
21 Mayor Hendershot noted that fireworks are legal to sell in City limits, but illegal to use in City
22 limits; and residents are encouraged to notify the Police Department when this is going on.

23
24 Police Chief Mitchell introduced his two new Officers, Alex Carnahan and Brad Shutler. They
25 expect to start Police Academy training in August.

26
27 Building Inspector Richmond also introduced his new counterpart, Inspector Bill Wilson.

28
29 **OLD BUSINESS:**

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

31 * Councilwoman Dewitt provided some suggestions for relocating and improving the recycling
32 service to City residents. She made a motion to discuss this at the June Policy Committee. The
33 motion was seconded by Councilman Wood and carried unanimously.

34
35 * Councilman Haynes asked about Municipal Sales Tax revenue being used for paving.
36 Discussion will be held at the Traffic Committee to have more streets engineered.

37
38 * Councilman Haynes asked about the engineer's comments in regard to Cherokee Hills.
39 Manager Hess read a letter from Stegman & Schellhase, stating that preliminary plans should
40 be reviewed by the Water and Sanitary Boards to determine whether the present system is
41 adequate to handle expansion.

42
43 * Vice Mayor Remke talked previously with Jack Tush about additional housing above

1 Cherokee Hills, and he was led to believe that the water system was the main concern. There is
2 11 acres above Cherokee Hills that could fit 41 homes. Although the residents in that area may
3 not want the development, Councilman Remke is looking toward the future of Moundsville,
4 especially the housing market.

5

6 * Vice Mayor Remke asked about detail on the Municipal Sales Tax. Mayor Hendershot
7 signed the letter this evening, and it will be sent to the State tomorrow.

8

9 * Vice Mayor Remke asked about the Fire Department's 2012 Sierra truck. Chief Brandon
10 explained that this truck is used to haul the hazmat trailer, Safety House, and hoses and other
11 equipment. If he were to use it for commuting, it would then not be available, or delay
12 response, in the event of an emergency. Vice Mayor Remke made a motion to reconsider
13 purchase of an additional Fire Department vehicle. Motion died for the lack of a second.

14

15 * Vice Mayor Remke asked about the dectron system. Director Coville informed that work is
16 taking longer than expected, even though all the parts are available.

17

18 * Vice Mayor Remke thanked Chief Mitchell for getting the vehicle moved off of 2nd Street.

19

20 * Councilman Saunders asked about Jason Drive. Manager Hess is waiting on a response from
21 the County; however, she is expecting Superintendent Bonar and Director Stocklask to work
22 together on this project.

23

24 * Councilman Saunders asked Director Stocklask about his truck. Director Stocklask stated
25 that two bids were received, both with costs coming under the bid specifications.

26

27 * Vice Mayor Remke asked about the Street Department vehicle that caught fire. The
28 insurance company is still working on this, as there was some confusion and additional
29 paperwork to take care of. There was some trouble getting the mileage, which is all electronic
30 and hard to retrieve.

31

32 **NEW BUSINESS:**

33 **Discussion and Approval of an Ordinance Pertaining to Annual Pool Passes for**
34 **Employees, Retirees and Family Members (First Reading)**

35

36 Attorney White read the ordinance by title only:

37 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE, WEST**
38 **VIRGINIA, AMENDING A SECTION 155.10(i) OF THE CODE OF THE CITY OF**
39 **MOUNDSVILLE, GRANTING ANNUAL POOL PASSES TO EMPLOYEES,**
40 **RETIREEES, AND CERTAIN FAMILY MEMBERS THEREOF (FIRST READING)**

41

42 Councilman Saunders made the motion to approve the ordinance on first reading. Motion was
43 seconded by Councilman Haynes for discussion. Current employee policy allows only for

1 employees and retirees to use 4 Seasons Pool at no charge. The new ordinance grants spouses
2 and children under 18, living in the same household, a 50% discount on passes.

3

4 Mayor Hendershot called for a roll call vote, and Acting Clerk Ankrom announced the
5 following tally: four yeas, two nays; Councilwoman Dewitt and Vice Mayor Remke voting
6 nay. Motion passes.

7

8 **Discussion and Approval of an Ordinance to Grant an Alley Abandonment (First**
9 **Reading)**

10

11 Attorney White read the ordinance by title only:

12 **AN ORDINANCE VACATING, ABANDONING AND ANNULLING A PORTION OF**
13 **AN ALLEY INTERSECTING THE WEST SIDE OF BAKER AVENUE AND**
14 **RUNNING BETWEEN FIFTH AND SIXTH STREETS AND INTERSECTING AN**
15 **ALLEY RUNNING FROM FIFTH TO SIXTH STREET (FIRST READING)**

16

17 Vice Mayor Remke made a motion to approve the ordinance on first reading. Motion was
18 seconded by Councilman Saunders for discussion. Attorney White explained that the
19 ordinance provides the right, to the City of Moundsville, for maintenance, repair, and
20 replacement of utility lines.

21

22 Mayor Hendershot called for a roll call vote, and Acting Clerk Ankrom announced the
23 following tally: three yeas, three nays; Councilman Haynes, Councilman Saunders, and
24 Mayor Hendershot voting nay. Motion dies.

25

26 **Discussion and Approval of Budget Revision #2 for the 2017-2018 General Fund Budget**

27

28 CPA Goddard explained this will simply bring the end-of-year budget numbers closer to actual
29 figures. Councilman Saunders made the motion to approve General Fund Budget Revision #2,
30 which was seconded by Councilwoman Dewitt.

31

32 Mayor Hendershot called for a roll call vote, and Acting Clerk Ankrom announced the
33 following tally: six yeas. Motion carries unanimously.

34

35 **Discussion and Approval of Budget Revision #2 for the 2017-2018 Coal Severance Fund**

36

37 Councilman Saunders made the motion to approve Coal Severance Fund Budget Revision #2,
38 which was seconded by Vice Mayor Remke.

39

40 Mayor Hendershot called for a roll call vote, and Acting Clerk Ankrom announced the
41 following tally: six yeas. Motion carries unanimously.

42

43 CPA Goddard advised there will be another Budget Revision in July, which is the annual

1 requirement to set the fund balances.

2

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

4 * Councilwoman Dewitt received many complaints, as has Mayor Hendershot, about the detour
5 off 1st Street, due to the water line break. Some traffic is using Short Center Street, which is
6 not adequate for the large trucks coming off Route 250. Manager Hess will confirm with
7 Water Board Superintendent Woods to make sure they are working with the Department of
8 Highways on a suitable detour, and that appropriate signage is posted. The water line should
9 be repaired by June 8, 2018. Director Stocklask and Chief Mitchell said their Departments will
10 also assist however needed.

11

12 * Councilwoman Dewitt expressed concern from Josh Blakemore, about the 5th Street and
13 Jefferson Avenue intersection. She made a motion to discuss, at the June Traffic Committee
14 meeting, a request for the State to do another traffic study at that intersection, to see if a four-
15 way stop is warranted. Motion was seconded by Vice Mayor Remke and carried unanimously.

16

17 * Councilwoman Dewitt mentioned high grass at Oak Avenue and Park Street. Manager Hess
18 confirmed that area was taken care of.

19

20 * Councilman Wood suggested using revenue from the RV Park to replace the sinks in the 4
21 Seasons Pool Concession Stand. Further discussion will be held at the Finance meeting.

22

23 * Councilman Wood reminded that, at the Committee meetings, discussion will be held on
24 Council and Manager goals, RV Park revenue, and ways to expend the Municipal Sales Tax
25 revenue.

26

27 * Councilman Wood remarked that a \$16 million dollar grant has been received for railroad
28 repair in Belmont County. It is assumed these funds were allocated to enhance the area for the
29 prospective cracker plant at Dilles Bottom.

30

31 * Councilman Haynes commented that a resident at 3rd Street and Cedar Avenue appears to be
32 leaving a road cone in front of his house when he moves his vehicle. Manager Hess will take a
33 look.

34

35 * Vice Mayor Remke would like to take a road trip to Center and Potter Townships to speak
36 with City planners about cracker development in their area. He made a motion to discuss
37 further at the June Policy Committee. Motion was seconded by Councilwoman Dewitt and
38 carried unanimously.

39

40 * Vice Mayor Remke invited Council to attend a meeting on June 13, 2018 at 1:30 PM at the
41 Marshall County Board of Education. He has already had meetings with Augusta Levy, REM,
42 and the School Board Director of Special Education, to discuss an inclusion park, for special
43 needs individuals, at East End. An architect would be provided to review and discuss options.

1 Attorney White will need to review the 4 Seasons Pool federal funding grant, to clarify indoor
2 facility restrictions.

3
4 * Vice Mayor Remke made a motion to discuss, at the June Finance Committee, hiring an
5 architect for expansion of the City Building. Motion was seconded by Councilwoman Dewitt.
6 Councilman Saunders voted nay. Motion passed.

7
8 * Vice Mayor Remke asked about commercial zoning reversions, once a property has been
9 vacant for a long period of time. Attorney White stated that it would depend on whether the
10 property is in a commercial zone, or whether it was granted as a non-conforming use.
11 Inspector Richmond will research the property in question, which is behind the Moundsville
12 Volunteer Fire Department. Mayor Hendershot encouraged any prospective buyers be directed
13 to speak directly with the Building Inspectors, if they have questions about property zoning.

14
15 * Vice Mayor Remke asked whether AEP has paid Business & Occupation Taxes on substation
16 work. Inspector Richmond has been trying to track B&O paid on the various projects going on.
17 Vice Mayor Remke would like to see each project reflected as a separate line item in the
18 financial reports.

19
20 * Vice Mayor Remke asked about the dilapidated building on 8th Street. Inspector Richmond
21 confirmed the asbestos testing results should be in next week. The houses on Tomlinson
22 Avenue, around Moundsville Middle School, are on "the list," per Inspector Richmond.
23 Further discussion will be held at the Policy Committee.

24
25 * Councilman Saunders asked about the process for handling "meth labs." Chief Mitchell
26 explained that the State investigates the property, then condemns it until remediation occurs.
27 The State is then responsible to inspect, clear, and approve for habitation. The property always
28 belongs to the original owner, who should cooperate with State regulations. Inspector
29 Richmond noted that the Marshall County Health Department also receives a certificate once
30 the property has been remediated.

31
32 **MANAGER ITEMS:**

- 33 • Manager Hess informed that 10 new employees have been hired, including a sanitation
34 worker, Police officers, Building Inspector, and summer help for the Street Department.
- 35
36 • Manager Hess reported that high grass on four properties has been cut by the Street
37 Department. Property owners will be tracked down and billed for the work.
- 38
39 • Manager Hess spoke with Howard Coffield about the recycling program. Mr. Coffield
40 desires for the City and County to work together on this.
- 41
42 • Manager Hess sent the advertisement for demolition of 1111 8th Street.
- 43

- 1 • Manager Hess reiterated that two bids were received for the Street Department truck, which
2 will be outfitted with a plow and spreader.
3 •
- 4 • Manager Hess will have paving specs ready to advertise by the end of the week.
5
- 6 • Manager Hess noted the water line break on 1st Street between Poplar and Pine Avenues,
7 which should be repaired by June 8, 2018. She will check on the detour information.
8
- 9 • Manager Hess, along with City Clerk Hewitt and City Treasurer Ankrom, conducted a
10 conference call with Jeff Feamster, the representative for Accu-Fund Software. She was
11 waiting for the quote that Mr. Feamster promised to email, but it went to Vice Mayor
12 Remke instead. Attorney White will need to review the quote to see if this would have to
13 go out for bid. Discussion was held on allowing remote contact for CPA Goddard; and it
14 would have to be determined how many computers would need to be licensed.
15
- 16 • Manager Hess noted the tables and chairs, donated by Friends of Moundsville Parks &
17 Recreation, were picked up today.
18
- 19 • Manager Hess commented that Stegman & Schellhase are not able to perform architectural
20 engineering reviews, therefore a new engineer would have to be contracted. Plans of the
21 former, two-story City Building are available to provide to a new architect.
22
- 23 • Manager Hess informed that the Fire Chief and Assistant Fire Chief positions will be tested
24 on June 9, 2018.
25
- 26 • Manager Hess announced the annual fireworks display will be held July 4, 2018, with the
27 rain date being July 7, 2018. Some state funding may still be available, to help offset part
28 of the cost.
29
- 30 • Manager Hess reminded Council that former Fire Chief Clarke had intended to purchase a
31 new Chief's vehicle when the 2012 truck was purchased, but Council put the purchase on
32 hold at that time.
33
- 34 • Manager Hess invited Council to a ribbon cutting at Harvey Goodman Realty's new location
35 at the former Marshall Dairy, which will be held June 6, 2018 at 3:00 PM.
36
- 37 • Manager Hess invited Council to the ribbon cutting for the Summer Concert Series, which
38 will be held June 9, 2018 at 6:30 PM. Three concerts will be held in Moundsville and one
39 each in McMechen, Benwood, and Grand Vue Park.
40
- 41 • Manager Hess reminded Council that the Jefferson Avenue Car Show will be held June 8,
42 2018.
43

- 1 • Manager Hess received a Thank You note from Appalachian Outreach for Council's
2 donation to their Craft Fair fundraiser.
- 3
- 4 • Manager Hess thanked City employees for their donations to the food drive.
- 5
- 6 • Councilman Saunders asked about the hole on Maple Avenue. Director Stocklask has this
7 on the schedule.
- 8
- 9 • Vice Mayor Remke made a motion to receive and file legal ads from Attorney White:
10 50 Oak Avenue Zoning Variance
11 1301 4th Street Zoning Variance
12 Sealed Bids for 2019 Dump Truck
13 Levy Estimate Budget Document
- 14 Motion was seconded by Councilman Wood and carried unanimously.
- 15

16 **MAYOR ITEMS:**

- 17 • Mayor Hendershot encouraged everyone to attend the Car Show on Friday.
- 18
- 19 • Mayor Hendershot noted that Marshall County Relay for Life will also be held at John
20 Marshall on June 8, 2018.
- 21
- 22 • Mayor Hendershot asked about the Sprint Wireless contract. Manager Hess has not
23 received a response from the agent.
- 24
- 25 • Mayor Hendershot attended the Business After Hours at Williams, and it was very nice.
- 26
- 27 • Mayor Hendershot thanked Friends of Moundville Parks & Recreation for their equipment
28 donation to the Pool
- 29
- 30 • Mayor Hendershot wondered about clean up on Middle Grave Creek. Manager Hess has
31 not received new information, except for the annual invoice of \$900.00.
- 32
- 33 • Mayor Hendershot asked if a “Thank You” had been sent to The Schwendeman Agency.
34 Manager Hess did give Jonette a card, and she is very appreciative of the City's business.
- 35
- 36 • Mayor Hendershot asked if the resolution had been sent, to the Department of
37 Transportation, for a reduction in the local share of engineering and bridge repairs.
38 Manager Hess did forward the paperwork, but has not heard any new information.
- 39
- 40 • Mayor Hendershot received information on the sale of Mound View Health Care to an
41 outside firm. Employees may not transfer to the new company, as many have already
42 received letters requiring interviews with the new ownership.
- 43

- 1 • Mayor Hendershot received a letter from the City of Weirton, who is hosting the summer
2 Board Meeting of the West Virginia Municipal League.

3

4 **COMMITTEE REPORTS:**

5 **Discussion and Approval of Recommendations by the Traffic Committee**

6 The Traffic Committee will meet at 5:00 PM on June 12, 2018.

7

8 **Discussion and Approval of Recommendations by the Finance Committee**

9 The Finance Committee will meet immediately following the Traffic Committee.

10

11 **Discussion and Approval of Recommendations by the Policy Committee**

12 The Policy Committee will meet immediately following the Finance Committee.

13

14 **COUNCIL ITEMS:**

15 * **Dewitt** – Asked Manager Hess to have Howard Coffield present recycling information to the
16 Committee.

17 * Informed the Marshall County Board of Education will offer free meals to students
18 throughout the summer. John Marshall High School will be open June 12 through June 29
19 Monday through Friday, with breakfast served at 8:00 am and lunch at 11:30 am. Moundsville
20 Middle School will serve meals June 26 through July 26, Tuesday through Thursday, at the
21 same times. Grand Vue Park will have meals June 18 through August 3, Monday through
22 Friday, with breakfast ready at 7:30 am and lunch at noon. All this information is available on
23 the Board of Education's website.

24

25 * **Remke** – Was pleased to see the attendance at a recent Round Robin held at the Girls'
26 Softball Fields. There were many teams from out of town, promoting the economic
27 development of our town.

28 * Presented a DVD, on sale at Frames and Fortunes, from the World War II era. A portion of
29 the proceeds will benefit the Strand Theater.

30

31 Councilman Haynes made the motion to adjourn, which was seconded by Councilman
32 Saunders. Meeting adjourned at 8:43 PM.

33

34

35

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40

Karen L Ankrom, Acting City Clerk

Allen R Hendershot, Mayor