

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF MOUNDSVILLE**
2 **AUGUST 6, 2018**

3
4 The Council of the City of Moundsville met in regular session in the Council Chambers on August 6,
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 roll and the following Councilpersons were in attendance: DeWitt,
10 Haynes, Hunt, Vice Mayor Remke, Saunders Wood, and Mayor Hendershot. Also present were City
11 Manager Hess, Building Inspectors Richmond and Wilson, Police Chief Mitchell, Fire Chief Brandon,
12 Public Works Assistant Director Wallace, Attorney Thomas White, CPA Goddard, and Acting Clerk
13 Ankrom. Absent was City Clerk Hewitt.
14

15 **MINUTES:**
16 **Regular Council Meeting of July 17, 2018**

17 Councilman Haynes made a motion to accept the July 17, 2018 minutes, which Councilwoman Dewitt
18 seconded.
19

20 Line 39 on page 2 incorrectly stated that the “abandonment ordinance” was approved. This incorrect
21 language was also listed on page 3, line 16 and line 34. These ordinances were not for an
22 abandonment, but for zone changes.
23

24 Councilwoman Dewitt pointed out that page 4, lines 15 through 17 incorrectly describes the
25 Moundsville Marina boat docks. Councilwoman Dewitt’s discussion was about the boat docks north of
26 the 12th Street bridge, which the City of Moundsville currently leases to another individual. The legal
27 description, which should refer to the former ferry landing at the end of 10th Street, should be listed in
28 the existing lease.
29

30 Council then unanimously agreed to accept the minutes as corrected. Vice Mayor Remke requested a
31 copy of the corrected July 17, 2018 minutes.
32

33 **GENERAL PUBLIC HEARING:**

34 Carl Boso Jr, of 305 10th Street, opined that there are enough bad streets in town that Council should
35 not focus on paving alleys.

36 Mr. Boso thanked Council for the signs installed on 10th Street; and requested that the Police
37 Department monitor the speeding that takes place on that street, as well as the 12th Street Bridge.

38 Mr. Boso talked with WV Department of Highways personnel, who stated that speeding tickets cannot
39 be written in the Route 2 construction area, if workers are not present.

40 Mr. Boso bought the trailer park between 8th and 9th Streets on Lockwood Avenue and is preparing to
41 evict one of the trailer owners. If he evicts this resident, he feels the City should be responsible to
42 remove the trailer, since the City has filed a lien on it. Attorney White stated that liens do not give
43 ownership of property; however, Mr. Boso’s attorney informed him that the City would be liable.
44

45 **OLD BUSINESS:**
46 **Other Items to be Discussed by Council**

47 * Councilwoman Dewitt wants to continue moving forward with resuming recycling services, and she
48 has talked with Rick Healy of BelOMar about convenient meeting times.
49

- 1 * Councilwoman Dewitt received information, about porous concrete, from Inspector Richmond. She
2 encouraged Inspector Richmond to make contact about getting more details. This led to discussion
3 about the City-owned lot at the corner of Ruby and Garfield Streets, which the Street Department
4 already mows and maintains. There would be fewer FEMA-related issues, and less cost, if this lot is
5 considered as “Plan B” for the basketball court. It could still be fenced in, with a gate facing the
6 armory side.
7
- 8 * Councilman Wood wants to continue discussion on the Goals and Action Steps for City Council and
9 the City Manager.
10
- 11 * Councilman Wood asked about the concerns expressed by Denny Hall, in regard to the Valley Fork
12 Ball Fields. Director Coville met with Robby Blake, President of the Association, and reviewed the list
13 of concerns. Some of the concerns have been addressed, and some are not the City’s responsibility.
14 Director Coville and Mr. Blake have agreed to work together to maintain the properties.
15
- 16 * Councilman Wood will schedule a meeting, for the Better Buildings program, to be held in
17 September 2018. Rick Healy’s “10 Talking Points” will be incorporated into that meeting.
18
- 19 * Councilman Haynes commended Director Coville on the report he presented for improvement of the
20 Parks and Recreation Department. Councilman Haynes made a motion to discuss, at the August
21 Finance Committee, the hiring of summer painting crew. Motion was seconded by Councilwoman
22 Dewitt and carried unanimously.
23
- 24 * Vice Mayor Remke asked if a letter has been sent to the WV Department of Highways to move
25 forward with the Fostoria Avenue bridge project. Mayor Hendershot wants discussion to be held at the
26 August Policy Committee.
27
- 28 * Vice Mayor Remke is still waiting to receive the list of members on the Moundsville Planning
29 Commission and Board of Zoning Appeals.
30
- 31 * Vice Mayor Remke asked about the status of compliance with residential areas on the 1st floor of
32 Jefferson Avenue businesses. Attorney White and Inspector Richmond have yet to meet to discuss this.
33
- 34 * Vice Mayor Remke provided copies of the February 7, 2018 Repair Budget Estimate from McKinley
35 & Associates, along with copies of an aerial photo of Four Seasons Pool. The rubberized area of the
36 Pool roof is leaking in several areas, according to Director Coville. Kalkreuth Roofing will be
37 providing an estimate to repair this portion of the roof. Mayor Hendershot reminded Council that many
38 steps have to be followed, once the grant has been approved. Scope changes can be made, as long as
39 the initial steps, as described in the grant application, have been followed.
40
- 41 * Councilwoman Hunt asked about the status of computer hardware and software changes. Manager
42 Hess will present more information in her report, as she is continuing progress on this transition.
43
- 44 * Councilwoman Hunt wants to review the Department Heads’ “Wish Lists,” as presented in the 2018-
45 2019 Fiscal Year Budget. She made a motion to discuss this further at the August Finance Committee,
46 which was seconded by Councilwoman Dewitt and carried unanimously.
47
- 48 * Councilman Saunders asked Manager Hess about her involvement with the pool roof grant. Manager
49 Hess has been working with Director Coville and Rick Healy of BelOMar, and she is aware of what is

1 allowable, based on the bids and funds available. Director Coville explained that some doors were
2 included in the grant application; and he and Manager Hess are considering the options. The grant has
3 been submitted and should be awarded by the end of September.

4
5 * Councilman Saunders asked about Jason Drive. Work is complete, and the street will be paved.

6
7 **NEW BUSINESS:**

8 **Re-Appointment to the Moundsville Zoning Appeals Board**

9 Manager Hess explained that this Council Appointment was advertised, and existing member Ellen
10 Saunders was the only letter of interest received. This is a three-year term, which expires August 17,
11 2018. Councilwoman Dewitt made a motion to re-appoint Ellen Saunders to the Board of Zoning
12 Appeals. Motion was seconded by Councilwoman Hunt and carried unanimously.

13
14 **Other Items to be Discussed by Council**

15 * Councilman Saunders asked about issues on 6th Street. Inspector Richmond explained that water is
16 not causing the damage, but large trees in front of the house have pushed the sidewalk into the
17 resident's wall. Inspector Richmond just completed the report and will contact the property owner.

18
19 * Councilman Saunders is receiving complaints about speeders on 8th Street, between Parriott and
20 Henrietta Avenues.

21
22 * Councilman Saunders has received complaints about a house on the "upper end" of Jackson Street.
23 He will provided more information to Inspector Richmond.

24
25 * Councilwoman Hunt attended the meeting with Center and Potter Township officials. She would like
26 Manager Hess to request copies of the ordinances and other information that Township Officials
27 adopted to prepare for the Cracker Plant.

28
29 * Councilwoman Hunt wants a list of balances in all City Accounts provided for the Finance
30 Committee, as well as Check Register listing from July 1, 2018 to present.

31
32 * Vice Mayor Remke asked about Sales Tax Receipts carried over from the 2017-2018 Fiscal Year
33 Budget. CPA Goddard reminded Council that the June Financial Reports reflected annual revenue of
34 \$1,132,406.00 from Municipal Sales Tax. The deposit for July was \$478,796.29, of which 20% has
35 already been set aside, in the Municipal Fee Account, for paving projects.

36
37 * Vice Mayor Remke reported to Manager Hess a damaged truck that was sitting on Washington
38 Avenue, between 7th and 8th Streets, which was later moved onto private property. Chief Mitchell
39 explained that vehicles parked on the street are issued a 10-day tow tag and a citation for "Storage on
40 the Street." Owners of vehicles parked on private property are sent a letter, giving a limited time
41 period for which the problem needs to be addressed.

42
43 * Vice Mayor Remke made a motion to discuss, at the September Finance Committee, setting aside
44 funds for infrastructure improvements. Motion was seconded by Councilwoman Dewitt for discussion.
45 Vice Mayor Remke wants to be able to give Municipal Sales Tax money to the Water and Sewer
46 Departments for infrastructure improvements. State Code has very strict guidelines on co-mingling
47 "Enterprise Funds." Motion failed.

48
49 * Vice Mayor Remke wants to discuss opportunities available for the purchase of vacant land and

1 payments on liens. Attorney White will once again explain these procedures at the September Policy
2 Committee.

3

4 * Vice Mayor Remke wants to begin discussing installation of surveillance cameras in public areas. In
5 other areas, license plate readers are being installed on buildings and bridges, to help law enforcement
6 monitor the license plates of vehicles traveling through their jurisdictions. Attorney White will need to
7 review West Virginia State Code to see if current legislation exists. In Pennsylvania, hotels and local
8 police departments are working together, in order to minimize undesirable activities from taking place.
9 There are many factors to consider, such as the understaffing of local law enforcement agencies, the
10 technological savvy of those departments, and how this additional technology will be paid for. Vice
11 Mayor Remke made a motion to move forward with discussions at the September Policy Committee.
12 Motion was seconded by Councilman Wood and carried unanimously.

13

14 * Vice Mayor Remke wants to discuss the posts on Jefferson Avenue and how to finance
15 improvements. Manager Hess has already talked to a representative with UMAC, and they have
16 already begun work on the benches, garbage cans and posts.

17

18 * Councilwoman Dewitt was pleased with the recent visit to Center and Potter Townships, and she
19 gleaned some very enlightening information from the officials they met with. Pre-planning is very
20 important, as there are many factors to consider, such as how to handle the influx of traffic, shoppers,
21 and residents, and the condition of City infrastructure. Township Police Departments sought assistance
22 from the companies affiliated with the work; and they were adamant about compliance with security
23 and traffic control issues, as well as getting financial assistance. Vice Mayor Remke will email more
24 information to all of Council.

25

26 * Councilwoman Dewitt thanked Manager Hess for addressing the trash on 11th Street.

27

28 * Councilman Wood made a motion directing Manager Hess to contact officials at Center and Potter
29 Townships to obtain copies of ordinances and other pertinent information, and to set up meetings.
30 Motion was seconded by Councilwoman Hunt. Councilwoman Hunt emphasized that public meetings
31 will be instrumental in keeping residents informed as work progresses. Vice Mayor Remke has
32 emailed information about a symposium being held in Washington, Pennsylvania on September 18,
33 2018.

34

35 * Councilman Wood commended Director Coville on the report he provided on the Parks & Recreation
36 Department. Further discussion will be held on prioritizing Recreation projects.

37

38 * Councilman Wood reviewed his proposal of how he believes the Municipal Sales Tax should be
39 expended. Councilman Wood's proposal includes allocations for paving, riverfront development,
40 demolition, recreation, and capital improvements; as well as funds for everyday expenditures, computer
41 hardware and software, reducing the debt on the sanitation property purchase, and putting money into a
42 "rainy day fund." Mayor Hendershot would like to see more flexibility in how Council expends the
43 Sales Tax on an annual basis, not just quarterly payments, as needs could change dramatically every
44 three months. Council members agree that they should be more involved in how all City funds are
45 expended, more than just approving the annual budget. Discussion was also held on how RV Park
46 revenue should be designated.

47

48 **MANAGER ITEMS:**

49 Manager Hess informed that Community Day planning is going well. Many activities are being

1 planned at Riverfront Park and Four Seasons Pool.

2
3 Manager Hess explained that vacancies exist on the Board of Zoning Appeals.

4
5 Manager Hess reiterated that Director Coville has provided copies of his report.

6
7 Manager Hess read an email from the Sprint representative, explaining that Sprint is in the process
8 of merging with T-Mobile, and all projects have been put on hold. Mr. O'Rourke apologized for the
9 delay in responding, but the transition has been time-consuming.

10
11 Manager Hess confirmed that 20% of the July Sales Tax disbursement has been transferred for
12 paving expenses.

13
14 Manager Hess has set up a meeting, on recycling services, with Councilwoman Dewitt, Rick Healy
15 of BelOMar, and Director Stocklask. Marshall County officials have not responded to Manager
16 Hess' request for assistance; therefore, City officials will have to move forward with providing
17 recycling services without County officials' input. Discussion was held on how to monitor who is
18 using the services and the need to put together a program design.

19
20 Manager Hess reported the Department of Highways has ordered a new manhole cover for
21 Lafayette Avenue at 8th Street.

22
23 Manager Hess attended the recent BelOMar meeting, and was informed that an announcement
24 would be made, by the end of the year, about the prospective cracker plant.

25
26 Manager Hess informed that the July 4, 2018 fireworks cost was \$14,500.00. The Division of
27 Culture & History sent \$2,970.00; and City funds paid the balance.

28
29 Manager Hess stated that engineering work is continuing on the additional paving list.

30
31 Manager Hess reported that McKinley & Associates has yet to provide documentation for Police
32 Department building upgrades.

33
34 Manager Hess has been in contact with representatives in regard to the computer software and
35 hardware transition. Obviously, Attorney White should review any contracts required.

36
37 Manager Hess received a letter, from Andrea and Leon McCoy of 1105 Parriott Avenue,
38 commending the garbage men on their professionalism and work ethic.

39
40 Manager Hess has been in touch with the landlord of 607 11th Street, who apologized for problems
41 caused by her tenants.

42
43 Manager Hess has signed the demolition grant, which does not require matching funds.

44
45 **MAYOR ITEMS:**

46 Mayor Hendershot thanked Vice Mayor Remke for arranging the meeting with Pennsylvania
47 officials and pursuing information on the prospective cracker plant; he has done a great job!
48 Discussion was held on having an impact study done, which will be very expensive. It was
49 suggested to work with Ohio officials, but this could be difficult, since state legislation is so

1 different.

2
3 Mayor Hendershot asked if anyone was able to participate in the “Opportunity Zones” webinar.
4 CPA Goddard saw part of the program and explained that it is a very involved federal program
5 where businesses invest capital for tax credits. Sarah Wood also participated in the webinar and
6 explained that investors have to participate in an “Opportunity Fund,” which is managed by an
7 organization that then funnels money to the City for “shovel ready” projects. Rick Healy of
8 BelOMar may be able to offer some guidance.
9

10 Mayor Hendershot asked about the access ramps at the 12th Street bridge. Manager Hess confirmed
11 that the Department of Highways has too many other projects going on, and this is not a priority.
12

13 Mayor Hendershot suggested placing an American Flag at Riverfront Park, on the existing pole by
14 the pavilion. Director Coville will have to have a string put on the pole.
15

16 Mayor Hendershot complimented Director Coville’s report, as it is exactly what has been needed to
17 move forward with Recreation Department improvements. However, the Mayor would like to see a
18 spreadsheet, showing parallel projects, each with a timeline and costs associated. This would help
19 Council prioritize projects, according to the time of year they need completed. Councilwoman
20 Hunt suggested doing such a spreadsheet for all City departments. Council members agree they
21 should play a more active role in planning, implementing, and approving expenditures for projects.
22

23 Mayor Hendershot read the list of Council Candidates that will appear on the November ballot.
24 The filing deadline has now passed.
25

26 **COMMITTEE REPORTS:**

27 *Discussion of Recommendations by the Finance Committee*

28 The Finance Committee will meet on August 14, 2018 at 5:00 PM.
29

30 *Discussion of Recommendations by the Policy Committee*

31 The Policy Committee will meet immediately following the Finance Committee.
32

33 *Discussion of Recommendations by the Traffic Committee*

34 The Traffic Committee will meet immediately following the Policy Committee.
35

36 **COUNCIL ITEMS:**

37 * **Remke** – Commented that the new Monarch Field looks sharp! There is still much work to be done,
38 but the field should be ready for the first football game. “Kudos” to the contractor for working so
39 diligently on the project!
40

41 * Reminded members of the Symposium on September 18, 2018 in Washington, Pennsylvania.
42

43 * **Hunt** – Has not had time to review it, but thanked Director Coville for the time and effort he put into
44 preparing the Parks & Recreation Department report. She requested a safety assessment on all City
45 playgrounds be included, along with ADA compliance for all playgrounds and Four Seasons Pool.
46

47 * Received complaints from a citizen on Cherokee Drive about gravel left over a gas or oil line repair.
48 She could not find such an area, but will call the resident back to clarify.
49

- 1 * **Saunders** – Mentioned the Fire Department Blood Drive on August 22, 2018 from noon to 5:00 PM.
2 Firefighter Wentzell-Cuc should be contacted to set up an appointment.
3
4 * Encouraged the installation of surveillance cameras at the ballfields, City parks, and the RV Park.
5 Councilman Saunders made a motion to discuss this at the August Finance Committee. Motion was
6 seconded by Councilwoman Dewitt and carried unanimously.
7
8 * Reminded members of the WV Municipal League Conference being held in Morgantown this week.
9
10 * Made a motion to discuss the Nepotism Policy at the August Policy Committee meeting. Motion was
11 seconded by Councilwoman Dewitt. Motion carried, with Councilwoman Hunt voting nay.
12
13 * **Dewitt** – Has received complaints about the former Cheslick Store. Inspector Richmond sent a letter
14 to the owner and will discuss procedures with City Clerk Hewitt and Municipal Court Judge Chase.
15
16 * Encouraged Council members to look at the Rehab East End Playground Facebook page. There are
17 many suggestions and comments on how to upgrade the playground to meet ADA specifications.
18
19 * Explained that Pennsylvania Townships have more independence with legislation, since the state is a
20 “commonwealth.”
21
22 * **Wood** – Reminded that an adult swim dance will be held August 16, 2018 at Four Seasons Pool.
23
24 * Encouraged Council planning and public involvement with preparations for the prospective cracker
25 plant.
26
27 * Is pleased to see the Moundsville Fire Department more active in the community!
28
29 * **David Haynes** – Is glad to see Council finally working together and taking initiative with paving
30 more streets!
31
32 Councilman Haynes made the motion to adjourn, which was seconded by Vice Mayor Remke.
33 Meeting adjourned at 8:52 PM.
34
35
36
37

38 _____
Karen L Ankrom, Acting City Clerk

Allen R Hendershot, Mayor