

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF MOUNDSVILLE**
2 **SEPTEMBER 18, 2018**

3
4 The Council of the City of Moundsville met in regular session in the Council Chambers
5 on September 18, 2018 at 7:00 pm.

6
7 Meeting was called to order by Mayor Allen R Hendershot, who also provided an
8 invocation.

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

16
17 **MINUTES:**

18 **Regular Council Meeting of September 4, 2018**

19 Vice Mayor Remke made a motion to accept the September 4, 2018 minutes as presented.
20 Motion was seconded by Councilwoman Dewitt and carried unanimously.

21
22 **GENERAL PUBLIC HEARING:**

23 **H Carl Boso: Issues Going on in the City**

24 H Carl Boso Jr of 305 10th Street wanted to know more information about the recent
25 departure of City Manager Deanna J Hess. Mayor Hendershot stated that Manager Hess
26 retired.

27
28 Mr. Boso also wanted to know about work being done behind the north end of the Kroger
29 Plaza. That area is being cleared for a new Gumby's store and is being filled to meet flood
30 plain requirements. Inspector Wilson informed that the area has been cleared by the State.

31
32 Mr. Boso questioned the existence of an RV camper residing at Varlas' Trailer Park, of
33 which the Building Inspector has been notified. Mr. Boso had to remove a camper from
34 his property, as he was told it was a violation of City Ordinance.

35
36 No one else wished to address Council.

37
38 **OLD BUSINESS:**

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

40 * Councilwoman Dewitt expressed concern that the recent closure of Save A Lot, and the
41 rumor that the Chinese Restaurant was moving to Glen Dale city limits, could affect
42 Business & Occupation Tax revenue.

1 * Councilman Wood asked about quotes on the Police Department building. Interim
2 Manager Hewitt stated that bid information is still being gathered.
3
4 * Councilman Wood asked about the Land and Water Conservation Grant, which should
5 be announced by the end of September.
6
7 * Vice Mayor Remke asked for information on Planning Commission and Board of
8 Zoning Appeals membership, which will be provided tomorrow.
9
10 * Councilwoman Hunt asked for the status on the complaint from Jackson Street. Interim
11 Manager Hewitt received a quote of \$5,000.00 to remove a tree, but there is no new
12 information about weed removal. The property has to be engineered to verify if the tree
13 is on City property.
14
15 * Councilwoman Hunt noticed the increase, in Business & Occupation Tax revenue, on
16 the recent financial statements and questioned whether that is from special projects. CPA
17 Goddard confirmed that it was; and also noted that the Capital Improvement Account held
18 \$192,475.65 as of August 31, 2018, and another transfer of \$56,591.44 took place in
19 September. Councilwoman Hunt also asked CPA Goddard to confirm where the extra
20 revenue for fire fees came from.
21
22 * Councilman Saunders still wants to discuss transportation for senior citizens. He made
23 a motion to place this on the October Policy Committee Agenda. Motion was seconded
24 by Vice Mayor Remke and carried unanimously.
25
26 * Councilman Saunders asked Director Stocklask what he was able to find out about the
27 placement of a mirror on 1st Street, near the Volunteer Fire Department. Director
28 Stocklask suggested extending the yellow line another vehicle length, or making Parriott
29 Avenue, off of 1st Street, one-way traffic. This would be the most feasible resolution to
30 an occasional problem, since there is no way to adequately hang a mirror. Councilman
31 Wood made the motion to extend the yellow line, which was seconded by Councilwoman
32 Dewitt and carried unanimously.
33
34 * Vice Mayor Remke asked about the issues under 2nd Street. Interim Manager Hewitt
35 informed that Engineer Tush explained all of the underlying brick would have to be dug
36 up. The paving specifications did not include lowering the area.
37
38 * Vice Mayor Remke asked about the paving of the BB&T lot; Inspector Wilson
39 confirmed that permits and taxes were paid for.
40
41 * Vice Mayor Remke asked about 208 and 210 Washington Avenue. Inspector Wilson
42 informed the Uninhabitable Building Fee for 208 Washington Avenue was paid; and 210

1 Washington Avenue will be demolished.

2

3 * Vice Mayor Remke asked about the paving bids for Highland Avenue and the City
4 parking lot. The paving cost is expected to be approximately \$101,000.00 for these two
5 areas, along with Highland Avenue at the intersection of Thorn Avenue. These will be
6 discussed at the October Committee meeting.

7

8 * Mayor Hendershot asked about Officers Oliver and Roar, who were in attendance simply
9 to observe. Chief Mitchell noted that new Officer Joe Pyles was sworn in yesterday, and
10 Corporal Shilling was promoted from Private First Class.

11

12 * Vice Mayor Remke made a motion to receive and file Deanna J Hess' retirement letter.
13 Motion was seconded by Councilwoman Dewitt. Mayor Hendershot called for a roll call
14 vote, and Acting Clerk Ankrom announced the following tally: 5 yeas, 1 nay, with
15 Councilman Saunders voting nay. Motion carried.

16

17 **NEW BUSINESS:**

18 **Discussion of Appointing Interim City Manager**

19 Vice Mayor Remke made the motion appoint Sondra J Hewitt as Interim City Manager.
20 Motion was seconded by Councilwoman Dewitt and carried unanimously. Interim
21 Manager Hewitt will receive the same pay rate as Manager Hess was receiving, and she
22 will need to appoint an Acting City Manager to fill in during her absences. Work in the
23 City Clerk's Office is being delegated while Interim Manager Hewitt meets the demands
24 of the position.

25

26 **Discussion and Approval of an Ordinance Prohibiting the Drilling into and**
27 **Extraction of Groundwater Within the Restricted Use Area (901 Lafayette Avenue)**
28 **(First Reading)**

29

30 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE, WEST**
31 **VIRGINIA, AMENDING AND RE-ENACTING SECTION 1381.21 OF THE**
32 **MUNICIPAL CODE RESTRICTED USE AREAS IN THE CITY OF**
33 **MOUNDSVILLE FOR THE PURPOSE OF PROHIBITING THE DRILLING**
34 **INTO AND THE EXTRACTION OF GROUNDWATER WITHIN THE**
35 **RESTRICTED USE AREAS (FIRST READING)**

36

37 Attorney White requested that this ordinance remain tabled as he works through details
38 with the engineers. This property, located at the former Goddard's Exxon, is going
39 through the remediation process with the Department of Environmental Protection.

40

41 **Discussion of an Agreement to Contract with a Grant Writer**

42 Katy Dantrassy, an Assistant Principal at John Marshall High School, has had success

1 writing grants in the past. Any grants she would seek for the City of Moundsville would
2 not be in conflict with her work as an employee of the Marshall County Board of
3 Education. Attorney White suggested drafting a contract for each specific grant; and no
4 fee would be paid if grants are not awarded. Ms Dantrassy would be required to pay taxes
5 on any revenue she might receive as an Independent Contractor of the City. The sensory
6 equipment grant of \$80,000.00 does not require matching funds. It was suggested that Ms
7 Dantrassy provide a list of available grant sources, and City Council could decide which
8 grants they might be interested in applying for.

9
10 Vice Mayor Remke made a motion to contract with Katy Dantrassy to write a grant for
11 the sensory equipment, and to pay her a fee of 10% of the total grant funds. Motion was
12 seconded by Councilwoman Hunt. After brief discussion, Vice Mayor Remke amended
13 his motion to pay the 10% grant writer fee from recreation funds. Councilwoman Hunt
14 amended her second to agree with this change. Motion carried unanimously.

15
16 **Discussion of Moving Forward with “Welcome to Moundsville” Sign & Landscaping**
17 Tristan McKeag, a student at John Marshall High School, provided a rendering of the flag
18 poles and sign to be installed at Riverfront Park. Director Stocklask informed that they
19 will likely need to use a crane to install the flag poles. Vice Mayor Remke made a motion
20 to receive and file the drawing from the John Marshall High School Drafting Department
21 and have Director Stocklask move forward with obtaining costs to install the flag poles
22 and sign at the 13th Street dock area. Motion was seconded by Councilwoman Hunt and
23 carried unanimously. Mayor Hendershot thanked the John Marshall High School Drafting
24 Department for their efforts, as the drawing is very well done!

25
26 **Discussion to Lease Purchase a New Garbage Truck for the Sanitation Department**
27 Director Stocklask explained the type of truck he is looking at, which will be built from
28 his specifications and not pre-built. He would prefer to stay with the “cab over” model,
29 as most alleys are too narrow for larger trucks, with protruding motors, to drive through.
30 Director Stocklask will likely trade in the oldest truck(s) as there is little resale value for
31 trucks 10 years or older. Discussion was held on considering future needs when budget
32 discussions begin in a few months. Mayor Hendershot recommended not increasing
33 garbage fees while the General Fund has an adequate surplus. Director Stocklask pointed
34 out that the new building on Brown Street will keep the trucks out of the elements while
35 parked overnight.

36
37 Councilman Saunders made the motion authorizing Director Stocklask to put together bid
38 specifications on a new garbage truck, and provide the cost of repairs made to the existing
39 vehicles. Councilwoman Dewitt seconded the motion, which carried unanimously.

40
41 **Discussion and Approval of Phase II Paving Bids**

42 Three bids were received for the second round of paving: 6th Street, Tomlinson Avenue to

1 Route 2; Filbert Avenue, from 4th to 7th Streets; 8th Street, from Washington to Parriott
2 Avenues; Tomlinson Avenue, 10th to 11th Streets; Olive Avenue, Hancock to Floral
3 Avenues, and Floral to Mulberry Avenues; and Jason Drive. Klug Brothers Inc bid
4 \$253,536.79; Wilson Blacktop bid \$273,558.65; and NLS Asphalt Paving bid
5 \$284,823.00 for the list of streets.

6
7 Vice Mayor Remke made a motion to table acceptance of the bids until more information
8 is available on Highland Avenue and the City parking lot. Motion died for the lack of a
9 second.

10
11 Councilman Wood made the motion to accept Klug Bros Inc lowest bid of \$253,536.79,
12 with the caveat that work begins before this paving season ends. Motion was seconded
13 by Councilwoman Hunt and carried unanimously.

14
15 **Other items to be Discussed by Council**
16 * Councilman Saunders asked about the Sanford Center driveway on 3rd Street. Mayor
17 Hendershot explained that the project had to be re-bid and work should start this week.

18
19 * Councilwoman Dewitt mentioned the John Marshall High School Homecoming Parade
20 will be held tomorrow evening, with over 50 units involved.

21
22 **MANAGER ITEMS:**
23 * Interim Manager Hewitt reminded that the City vehicle can be used for travel on City-
24 related business.

25
26 * Interim Manager Hewitt received the invoice, amounting to \$349,605.49, for the first
27 round of paving.

28
29 * Interim Manager Hewitt commented on an article, in the *Moundsville Daily Echo*, about
30 Fire Chief Noel Clarke being honored on the IAFF Fallen Firefighter Wall of Honor in
31 Colorado Springs. Vice Mayor Remke made a motion to receive and file the article, which
32 was seconded by Councilwoman Dewitt, and carried unanimously.

33
34 * Interim Manager Hewitt was in contact with the Department of Highways, and the
35 manhole cover at 8th Street and Lafayette Avenue will be replaced soon.

36
37 * Interim Manager Hewitt asked that the Traffic Committee consider removing meters
38 from 1st Street, near Vocelli Pizza and Smith Mart, and in front of residences on 3rd Street.
39 The meters could be placed on empty posts on Jefferson Avenue. Councilman Saunders
40 made a motion to discuss, at the October Traffic Committee, removing meters from 1st
41 and 3rd Streets. Motion was seconded by Councilwoman Dewitt and carried unanimously.
42 There are also some meters on Lafayette Avenue that will be moved.

1 **MAYOR ITEMS:**

- 2 • Mayor Hendershot appointed Vice Mayor Remke, Councilwoman Hunt, and
3 Councilman Saunders to serve on the search committee for a new City Manager.
4 The committee should provide a budget for the search; describe the qualifications
5 and requirements of the job; set a salary range; determine how far-reaching the
6 advertising should be; and consider doing resume validations. All council members
7 were encouraged to contribute suggestions for the search. The first meeting will be
8 this Thursday.
9
- 10 • Mayor Hendershot received a Thank You card from the residents on Sam's Drive.
11
- 12 • Mayor Hendershot attended the Fall Festival on Jefferson Avenue, which was very
13 nice!
14
- 15 • Mayor Hendershot asked about the storm drains and manhole covers on Cherokee
16 Drive, at Sandy Avenue. Manhole raising and finishing work is usually included in
17 the paving bid specifications; and repair work is done by the Sanitary Board, in
18 conjunction with the paving.
19

20 **COMMITTEE REPORTS:**

21 *Discussion of Recommendations by the Traffic Committee*

22 Gold banners were hung on Jefferson Avenue, in honor of Childhood Cancer Awareness
23 Month.
24

- 25 **1. Discussion of Request for Traffic Mirror at 1st Street & Parriott Avenue.**
26 **Committee recommends to install the mirror (Public Works Director**
27 **Stocklask to make report to Council)**
28 This item has already been addressed.
29
- 30 **2. Discussion of Placing Handicapped Parking Spaces near the Court House.**
31 **Committee recommends placing two spaces on the Tomlinson Avenue side that**
32 **leads directly to the handicap ramp.**
33 Interim Manager Hewitt reported that County Administrator Betsy Frohnappel
34 agreed to the changes recommended by Director Stocklask. Councilman Saunders
35 made the motion to designate 2 handicap parking spaces on Tomlinson Avenue,
36 closest to the intersection with 7th Street, near the handicap accessible ramp to the
37 main entrance of the Marshall County Courthouse. Motion was seconded by Vice
38 Mayor Remke and carried unanimously.
39

40 *Discussion of Recommendations by the Finance Committee*

41 Vice Mayor Remke reviewed the items as discussed at the August Finance Committee

1 meeting.

2

3 Attorney White presented legal ads to be received and filed. Vice Mayor Remke made a
4 motion to receive and file legal ads:

5 Municipal Court Case 18-CITY-120 published September 5 & 12

6 Municipal Court Case 18-CITY-99 published September 5 & 12

7 Sealed Bids for Street Improvements published September 6

8 Planning Commission Hearing on Replat /South Side of Teletech Drive published August 31

9 Planning Commission Hearing on Zone Change Request/Fostoria & Walnut published August 31

10 Motion was seconded by Councilman Wood and carried unanimously.

11

12 *Discussion of Recommendations by the Policy Committee*

13 Councilwoman Dewitt reviewed the matters discussed at the August Policy Committee.

14

15 **COUNCIL ITEMS:**

16 * **DeWitt** – Asked when the tree, on the lot at Ruby and Garfield Streets, will be cut, as
17 requested by the National Guard Armory staff. Director Stocklask informed it should be
18 done next month.

19

20 * Broached discussion on water run-off from the parking lot and downspouts at the old
21 City barn, now maintained by the Moundsville Rifle & Pistol Club. Councilwoman
22 Dewitt made a motion to further discuss this issue at the October Committee meeting.
23 Motion was seconded by Councilman Wood and carried unanimously.
24 Sanitary/Stormwater Superintendent Larry Bonar will be asked to attend, as he may need
25 to work with Recreation Director Coville.

26

27 * **Wood** – Sent well wishes to Sanitary Board employee J R Logsdon, who is in the
28 hospital.

29

30 * **Remke** – Reminded of the meeting at Grand Vue Park, tomorrow morning at 7:30, to
31 discuss the “State of Marshall County.”

32

33 * Reviewed information gleaned from the Symposium in Washington, Pennsylvania.
34 There was good attendance from Marshall and Belmont Counties.

35

36 * Made a motion to discuss, at the October Traffic Committee, the planter near
37 Ruttenbergs, which is too bushy and causes sight obstructions for motorists pulling onto
38 Jefferson Avenue from the City parking lot. Motion was seconded by Councilwoman
39 Dewitt. Contact can be made with representatives of UMAC, to see if they will trim the
40 plant.

41

42 * **Hunt** – Thanked everyone involved with the Elizabethtown and Fall Festivals!

1 * Congratulated Corporal Shilling on his promotion!

2

3 * **Saunders** – Asked why no City officials were at the Elizabethtown Festival to read the
4 Proclamation. Neither the Mayor nor the Vice Mayor were invited to attend.

5

6 Councilman Saunders made the motion to adjourn, which was seconded by
7 Councilwoman Dewitt. Meeting adjourned at 8:40 PM.

8

9

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12 _____
Karen L Ankrom, Acting City Clerk
