

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF MOUNDSVILLE**
2 **DECEMBER 4, 2018**

3
4 The Council of the City of Moundsville met in regular session in the Council Chambers
5 on December 4, 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
10 attendance: Hunt, Vice Mayor Remke, Saunders, Wood, and Mayor Hendershot. Absent
11 were Dewitt and Haynes, who had other commitments. Also present were Interim City
12 Manager Hewitt, Building Inspector Wilson, Public Works Director Stocklask, Recreation
13 Director Coville, Fire Chief Brandon, Police Chief Mitchell, Attorney White, and CPA
14 Goddard.

15
16 **MINUTES:**

17 **Regular Council Meeting of November 20, 2018**

18 Vice Mayor Remke made a motion to accept the November 20, 2018 Regular Meeting
19 minutes as presented, Councilwoman Hunt seconded the motion, which carried
20 unanimously.

21
22 **GENERAL PUBLIC HEARING:**

23 Jeanne Carr of 12 Jason Drive presented pictures of damage caused by continuing
24 drainage issues on Jason Drive. Water from Blake's Addition is not funneling into the
25 ditches and catch basins because the road is a higher elevation than the ditches. Mrs. Carr
26 is also working with the County Commission since the source of the problem is outside
27 Moundsville city limits; she has also talked with City Engineer Jack Tush about the
28 ongoing problems.

29
30 H Carl Boso Jr of 305 10th Street asked for renewal confirmation of the boat dock lease,
31 which expires in June 2019. Mr. Boso would like to have a five-year lease, instead of
32 annual renewals; and he is willing to work with the City, if they decide to modify for
33 emergency responder access.

34
35 Mr. Boso also asked about status on campers at Varlas' Trailer Park. This issue won't be
36 addressed until Building Inspector Richmond returns to work in January.

37
38 Mr. Boso confirmed that he obtained the proper permits for burning that he's been doing
39 on his property by the river.

40
41 **OLD BUSINESS:**

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

1 * Vice Mayor Remke asked when WesBanco will be available to discuss banking
2 opportunities. They will be invited to present at the next Council meeting, rather than
3 waiting until the January Finance Committee.

4
5 * Vice Mayor Remke asked about the prospective street light to be installed at the
6 intersection of Routes 2 and 250. Interim Manager Hewitt confirmed that the Department
7 of Highways is taking care of this.

8
9 * Vice Mayor Remke asked if any letters were received for the Sanitation Committee.
10 Interim Manager Hewitt received one letter of interest.

11
12 * Vice Mayor Remke confirmed the amount paid for the annual fireworks display. If the
13 State of West Virginia Fairs & Festivals again contributes \$2,900.00, the City's portion
14 would be \$13,100.00.

15
16 * Councilwoman Hunt informed that garbage and junk vehicles are still a problem at the
17 residences located at the corners of Highland Avenue, where it intersects with Locust
18 Avenue and with Stewart Street. One of the properties has a dumpster that is overflowing.
19 Interim Manager Hewitt and Inspector Wilson have stayed abreast of this situation.

20
21 * Councilman Saunders asked about the individual selling fire wood. Interim Manager
22 Hewitt sent a letter informing of the Business License requirements.

23
24 * Councilman Saunders will obtain the number from the light pole on Poplar Avenue, off
25 of Jackson Street, so it can be reported to American Electric Power.

26
27 * Councilman Wood asked about the evaluation of the Police Department building.
28 Interim Manager Hewitt is taking care of the agreement with M&G Architects &
29 Engineers. The cost of work already done is \$2,500.00; and Inspector Wilson expects the
30 assessment to be available next week. A banking institution is in the process of purchasing
31 the Gonchoff property next door to the Police Department, therefore core testing is being
32 conducted.

33
34 * Councilman Wood asked Recreation Director Coville what the next steps are for Four
35 Seasons Pool. Director Coville reported that, once the grant papers are received, the
36 project specifications can be advertised.

37
38 **NEW BUSINESS:**

39 **Discussion and Approval of an Ordinance Implementing a Program to Charge for**
40 **Emergency Fire Department Responses (First Reading)**

41 Attorney White read the following ordinance by title only:

42

1 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE**
2 **ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION**
3 **RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY**
4 **SERVICES RENDERED BY THE FIRE DEPARTMENT (First Reading)**

5
6 Vice Mayor Remke made a motion to approve the ordinance on first reading, and
7 Councilman Saunders seconded for discussion.

8
9 Attorney White explained that this ordinance simply authorizes implementation of the
10 program. Chief Brandon will recommend a fee schedule and billing company. This
11 information should be available for inclusion in the December 18 Council packets.
12 Council will then adopt resolutions to put the fees in place and enter the billing agreement.
13 Income from this program will not support hiring additional personnel.

14
15 Mayor Hendershot asked for a roll call vote, to which Acting Clerk Ankrom announced
16 the following tally: 5 yeas. Ordinance is approved unanimously on first reading.

17
18 **Discussion and Approval to Change Regular Council Meeting of Tuesday, January**
19 **1, 2019 to Wednesday, January 2, 2019 Due to New Years' Day**

20 Councilman Wood made a motion to move the January 1, 2019 Regular Council Meeting
21 to Wednesday, January 2, 2019. Motion was seconded by Councilwoman Hunt and
22 carried unanimously.

23
24 **Discussion and Award of Demolition Bid for 120 Poplar Avenue**

25 Three bids were received for the demolition of 120 Poplar Avenue: Raze International
26 estimated \$16,800.00; Edgco Inc bid \$14,400.00; and an estimate of \$34,777.00 was
27 received from Norris Demolition. Inspector Wilson confirmed the asbestos inspection
28 was completed and results were negative.

29
30 Vice Mayor Remke made a motion to accept the low bid from Edgco Inc, which was
31 seconded by Councilwoman Hunt and carried unanimously.

32
33 **Discussion and Approval of Proposal for Structural Assessment Performed by M&G**
34 **Architects on Police Station Building**

35 Councilwoman Hunt made a motion to approve the proposal from Matyskiela & Grant
36 Inc Architects & Engineers. Councilman Wood seconded the motion for discussion.
37 Interim Manager Hewitt has confirmed, with the City of Moundsville's liability insurance
38 carrier, that only damage caused by the storm will be reimbursable. M&G will be
39 assessing only the outside façade of the building. Motion carried unanimously.

40
41 **Discussion and Approval of a Resolution Authorizing Execution of a Contract for a**
42 **Land and Water Conservation Fund Grant Award for Improvements to the**

1 **Moundsville Four Seasons Pool in the Amount of \$92,811.00**

2 Councilwoman Hunt made the motion authorizing execution of the contract for the Land
3 and Water Conservation Fund Grant Award in the amount of \$92,811.00; motion was
4 seconded by Vice Mayor Remke. Motion carried unanimously.

5
6 Vice Mayor Remke wished "Congratulations" for receiving the grant award. Mayor
7 Hendershot, Vice Mayor Remke, Councilwoman Hunt, Recreation Director Coville, and
8 Rick Healy of BelOMar attended the Governor's presentation of the grant award.

9
10 **Receive and File the Board of Canvassers' Certificate of Votes Cast for the**
11 **Moundsville 2018 General Election**

12 Councilman Wood made the motion to receive and file the Marshall County Board of
13 Canvassers' Certified Returns of 2018 General Election. Motion was seconded by
14 Councilwoman Hunt and carried unanimously.

15
16 **Other items to be Discussed by Council**

17 * Councilman Wood asked if the Better Buildings Committee could meet in the evening,
18 as he would like to be involved but cannot attend daytime meetings.

19
20 * Councilman Wood confirmed the date and time of the City Manager candidate
21 interviews, which will be held on December 12, 2018 at 5:00 and 6:00 PM.

22
23 * Councilman Wood made a motion to go into Executive Session, for personnel matters,
24 at the end of the Regular Meeting. Motion was seconded by Councilwoman Hunt and
25 carried unanimously.

26
27 * Councilwoman Hunt travelled to Cambridge on December 1, 2018, and it was a
28 beautiful event! She would like to see the City of Moundsville partner with the Marshall
29 County Chamber of Commerce and other sponsors for a similar event in Moundsville.

30
31 * Vice Mayor Remke made a motion to discuss, at the January Traffic Committee, parking
32 and traffic patterns at 7th Street and Tomlinson Avenue, especially during construction on
33 the Gonchoff lot. Motion was seconded by Councilwoman Hunt and carried unanimously.

34
35 * Vice Mayor Remke made a motion to discuss, at the January Traffic Committee,
36 extending the yellow line at 1st Street and Morton Avenue, or installing a traffic mirror.
37 Motion was seconded by Councilman Saunders and carried unanimously.

38
39 * Vice Mayor Remke made a motion to discuss, at the January Finance Committee,
40 updating the sound system in the Council Chambers. Motion was seconded by
41 Councilman Wood and carried unanimously.

1 * Vice Mayor Remke made a motion to discuss, at the January Finance Committee,
2 purchasing a fumavent system for the Fire Department. He already emailed information
3 to Council members. Fire Department personnel can install the system. Motion was
4 seconded by Councilman Saunders and carried unanimously.

5
6 * Councilman Saunders made a motion to discuss, at the January Finance Committee,
7 purchasing a security system for the City Building. Motion was seconded by Vice Mayor
8 Remke and carried unanimously.

9
10 Council members were reminded that the 2019-2020 Budget preparation will begin in
11 January 2019.

12
13 **MANAGER ITEMS:**

14 Interim Manager Hewitt informed that the Moundsville City Building will be closed
15 December 5, 2018 to honor former President George H W Bush. Federal offices will be
16 closed, and Governor Justice has declared a State Holiday in remembrance of the late
17 President. Interim Manager Hewitt confirmed that County offices will be closed as well.
18 Police, Fire, and Sanitation personnel will be on regular schedule. The Water Board Office
19 staff may report, but no other business will be conducted at the City Building.

20
21 Interim Manager Hewitt informed that Earl Shaw turned in his resignation as the City of
22 Moundsville Risk Management Director. He will retire effective December 31, 2018.
23 Councilman Wood asked about a replacement; but Interim Manager Hewitt has no
24 prospects at the moment. The position should remain active, as having a Risk
25 Management advisor helps keep liability insurance and Workers' Compensation rates
26 lower.

27
28 Interim Manager Hewitt received a resignation letter from James Cunningham, who
29 served on the Municipal Building Commission. This unexpired term is a Council
30 appointment and will be advertised.

31
32 Interim Manager Hewitt mentioned that the Fostoria Avenue bridge project will begin in
33 the spring. Rick Healy of BelOMar explained that the State Department of Highways will
34 handle engineering, design, and bidding, with a projected start date in March 2019. The
35 City of Moundsville will match 10% of the \$1.12 million project.

36
37 Interim Manager Hewitt received a Thank You from International Association of
38 Firefighters #543 for Council's support of the Christmas Safety Open House. It was a
39 great success!

40
41 Vice Mayor Remke made a motion to receive and file legal ads:
42 November 15 & 22 Legal Action 18-CITY-199

1 November 13 Bids for Demolition of 120 Poplar Avenue

2 Motion was seconded by Councilman Saunders and carried unanimously.

3
4 **MAYOR ITEMS:**

5 Mayor Hendershot thanked Interim Manager Hewitt for the great job she has done filling
6 in until a new City Manager is hired!

7
8 **COMMITTEE REPORTS:**

9 *Discussion of Recommendations by the Finance Committee*

10 The Finance Committee will not meet in December.

11
12 *Discussion of Recommendations by the Policy Committee*

13 The Policy Committee will not meet in December.

14
15 *Discussion of Recommendations by the Traffic Committee*

16 The Traffic Committee will not meet in December.

17
18 **COUNCIL ITEMS:**

19 * **Vice Mayor Remke** – Noted the documentary on Moundsville can be viewed at the
20 Strand Theater on December 7, 2018 at 7:00 PM.

21 - Reminded there is a meeting, to discuss Marshall County road conditions, at the
22 Moundsville Volunteer Fire Department on December 5, 2018. It is unsure if the holiday
23 will affect the scheduling of this meeting.

24 - Thanked everyone who travelled with him to Cambridge, Ohio.

25 - Informed there is a Better Buildings meeting on December 27, 2018 at 10:00 am.

26 - Noted the Jefferson Avenue lights are still not working. Interim Manager Hewitt has
27 discussed this with United Electric, and it seems that water is getting into the lines.
28 Discussion was held on running new line through the conduit that was installed for the
29 music speakers.

30
31 Manager Hewitt mentioned that new gutters have been installed on the back side of the
32 City Building.

33
34 * **Hunt** – Asked for employee salary figures, to review during budget preparations.

35
36 * **Saunders** – Expressed frustration over continuing problems on Jason Drive, which need
37 to be corrected before paving is done.

38
39 * **Wood** – Had nothing at this time.

40
41 Regular Session ended at 8:05 PM.

1 Executive Session began at 8:15 PM.

2

3 Executive Session ended at 8:30 PM.

4

5 Vice Mayor Remke made the motion to adjourn, which was seconded by Councilman
6 Saunders. Meeting adjourned at 8:32 PM.

7

8

9

10

Karen L Ankrom, Acting City Clerk

Allen R Hendershot, Mayor