

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, APRIL 18, 2023**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on April 18, 2023 at 6:00 p.m.

6
7 Meeting was called to order by Mayor Sara Wood-Shaw.

8
9 Invocation by Finance Director Karen Ankrom.

10
11 City Clerk Hewitt called the roll and the following Councilpersons were in
12 attendance: DeWitt, Hickman, Hunt, Saunders, Vice Mayor Wood and Mayor
13 Wood-Shaw. Absent: Chamberlain. Also present were City Manager Healy, City
14 Clerk Hewitt, Finance Director Ankrom, Sgt. Whitelatch and City Attorney White.
15 Absent: Secretary Jasenec and Chief Mitchell.

16
17 **MINUTES:**

18
19 **Regular Council Meeting of April 4, 2023.**

20 Councilwoman DeWitt moved to approve the minutes of the Regular Council
21 Meeting of April 4, 2023, seconded by Councilwoman Hickman. Motion carried
22 unanimously.

23
24 **GENERAL PUBLIC HEARING:**

25 * Lisa Weishar, 4 Green Tree Road, Wheeling, Executive Director of the Ohio
26 Valley Regional Transit Authority, asked City Council to consider placing a
27 Transit Levy on the ballot of the next election in support of public transportation
28 for the citizens of Moundsville. Currently they are running a trial bus service from
29 Wheeling to RMH in Glen Dale and to WVDMV in Moundsville on Tuesdays and
30 Thursdays.

31
32 * David Goddard, 22 7th Street, McMechen, Mayor of McMechen and Vice
33 President of OVRTA stressed the need for the bus levy.

34
35 * Ryan Ewing, 25 Dorsey Street, representing Uplift West Virginia that sponsors a
36 program on Thursday called "Hold the Bus" which teaches people how to ride the
37 bus. He mentioned being an advocate for the Bus Levy.

38
39 * Susan Hagan, 10 Baymar Place, Wheeling, speaking on behalf of Reentry
40 Alliance, Wheeling Health Right, Wheeling Food Kitchen and member of the

1 Region 10 Transportation Committee, encourages council to place a transit levy on
2 the ballot as it will be beneficial for Moundsville and Marshall County.

3
4 * Jeff Slonaker, 38 15th Street, McMechen, said the bus transportation will be a
5 benefit to Moundsville and Marshall County by bringing people to the city

6
7 * Dave Slonaker, 225 S. 8th Street, Martins Ferry, OH, and driver for OVRTA said
8 he is in favor of the bus levy and hopes Moundsville Council will consider placing
9 it on the ballot.

10
11 * Brenda Snyder, 182 Oak Avenue, said she is still not happy with the address
12 changes and cannot understand why the new addressing was started at the block of
13 Park Street. She also reported some residents didn't receive a Change of Address
14 card. Manager Healy said the Post Office was responsible for sending those cards
15 out, and the Postmaster advised starting at Park.

16
17 * Mary Tennant, 184 Oak Avenue, said she was checking addresses with Brenda
18 Snyder and didn't realize how messed up the addresses were on Oak Avenue. She
19 hopes this will be the final change of addresses.

20
21 **PUBLIC HEARING:**

22
23 **A Public Hearing to Lay the Levy for the 2023-2024 General Fund Budget.**
24 Mayor Wood-Shaw announced anyone wishing to speak on the levy to address
25 council at the podium. With nobody to speak on the levy, Mayor Wood-Shaw
26 closed the public hearing.

27
28 **CITY MANAGER ITEMS:**

29
30 **Report on Progress of New Municipal Building.**

31 1. The Bi-Weekly Progress Meeting was held today. Subcontractors on site
32 include bricklayers and ironworkers. Structural steel for the City Hall side was
33 started today and will continue through this week.

34 2. A discussion was held concerning the electrical items that will be late, and a
35 plan to temporarily heat the building this fall is being worked on.

36 3. There has been a failure in some of the concrete testing, and further testing is
37 being completed.

38 4. Next Council Meeting I will have representatives from JD&E here for a regular
39 update.

1 **City Manager Presented the Following Report to Council.**

2 **Personnel**

- 3 • Full-time positions open with the city currently include:
 - 4 ○ Fire Department one position - open applications. The next test
 - 5 date has not yet been set by the Civil Service Board.
 - 6 ○ Police Department four positions – open applications. The next
 - 7 test date is May 13.
 - 8 ○ Corporal test will be given on June 8.
- 9 • Part-time positions needed include lifeguards and desk clerks. We are
- 10 approaching a critical state with lifeguards again. Please reach out to
- 11 anyone you think may be interested. Reminder that the city will cover
- 12 the \$200.00 class fee if a guard is hired and signs a one-year
- 13 agreement.
- 14 • Public Works – summer help advertisement.
- 15 • Building Inspector Administrative Tech – deadline is this Friday.

16 1. There have been 46 American Rescue Plan Homeowner Grants turned in so far.

17 Secretary Jasenec has sent a memo to all of the other applicants reminding them

18 that the projects need to be completed this summer. Completed projects total

19 \$227,141.69 in grant funds, with project totals being \$291,708.62. This also

20 provided \$1,005.00 in Building Permit fees and \$5,696.29 in B&O Tax fees. As

21 for types of projects, this is the cumulative report: 111 Windows, 21 Entry Doors

22 and/or Storm Doors, 13 Roof Replacements, 1 partial roof repair, 8 Gutters, 3

23 Garage Doors, 3 Porch Repairs, and 9 other miscellaneous repairs.

24 2. The 1% Municipal Sales Tax payment for the 2023 First Quarter of 2023 was

25 received yesterday. The amount is \$537,107.79. This is an 8% increase over the

26 first quarter of 2022 and is the fourth straight quarter over \$500,000.

27 3. HDL, formerly DataMax collection for March was \$1,860.67, netting the city

28 \$930.34. Collections to date are \$456,513.42, netting \$228,256.71.

29 4. The Moundsville Stormwater Board is partnering with the City of Moundsville,

30 West Virginia Extension Office, and the Marshall County FRN to host a

31 Watershed Cleanup Day on Saturday, April 22, to commemorate Earth Day 2023.

32 The area selected is Little Grave Creek behind the Walmart Plaza. Volunteers are

33 asked to report to Buffalo Wild Wings parking lot, where instructions, safety

34 equipment and trash bags will be provided. Those not wanting to go into the wet

35 area will be cleaning the bank between the ACE Hardware and Walmart Drive.

1 The time is 10:00 Am to 2:00 PM. **UPDATE: This has been postponed due to**
2 **the weather forecast.**

3 5. Work is continuing on Clinton Avenue and the stormwater system. The main
4 line has been cleaned, and certain catch basins are being redesigned and rebuilt.
5 Also, a larger line will be inserted into one section. This is all paid by American
6 Rescue Plan funds and is an effort to stop the flooding that occur during heavy rain
7 events.

8 6. The Marshall County Chamber of Commerce will be joining with the Wheeling
9 Chamber for a Business After Hours to be held next Thursday, April 27th, from
10 5:00-7:00. The event will be held at Carenbauer Distributing. Please contact Sara
11 if you would like to attend.

12 7. The first food giveaway for 2023 will be held tomorrow, Wednesday, April
13 19th, from 11:00 AM – 12:30. The location is the same at the Four Seasons Pool
14 rear parking lot. This has become one of our best partnerships with the Marshall
15 County FRN, and Mountaineer Food Bank, serving well over one hundred vehicles
16 regularly. The assistance from city employees has also been phenomenal.

17 8. Another item that will be included in your packets is the Wastewater Treatment
18 Plant Monthly Report. This is a report of the testing of the effluent samples, which
19 is the final discharge into the river. You will see the actual result in the last
20 column and the limit in the next to last column. This report regularly shows the
21 excellent work that the plant and employees are doing and will be provided
22 monthly by Superintendent Brock Castilow, who noted he wants to show Council
23 the quality work they are performing.

24 9. Mayor Wood-Shaw and I will be attending the Belomar Quarterly meeting on
25 Thursday.

26 10. There are a couple Ribbon Cuttings upcoming. The Tiffany Dlesk
27 Spay/Neuter Clinic will be holding a Ribbon Cutting and Open House on Friday,
28 April 28th, at 1:00 PM, and Walmart will be holding a Grand Re-Opening on
29 Friday, May 12th, at 8:00 AM. General Manager Andrea Keller requests
30 attendance from all Councilmembers that can attend.

31 11. The 2023 Paving Project Bid Opening is April 27th, at 10:00 AM.

32 12. There are openings on the Building Commission, Historic Landmarks, and the
33 Planning Commission. Please contact me if you have interest in serving your city
34 on any of these boards.

35
36 **Appointment to the Moundsville Police Civil Service Commission.**
37 **(Manager's Appointment 4 Year Term)**

1 City Manager Healy announced he was reappointing Trevor Goode to the
2 Moundsville Police Civil Service Commission for a four year term.

3
4 Mayor Wood-Shaw asked if there were any questions for the City Manager?

5 * Attorney White asked Manager Healy if the demolition grants require a
6 homeowner's signation? Manager Healy said he is not sure at this point but will
7 know more once he is into the program.

8 * Councilwoman Hunt asked concerning the concrete testing, do they know why
9 the concrete failed? Manager Healy reported the possibility of too much of an
10 ingredient added to the concrete could have been the cause. Further testing will
11 done tomorrow.

12 * Councilwoman Hunt said she had the opportunity to go to Four Seasons Pool and
13 said how beautiful it was.

14 * Councilwoman Hunt congratulated City Manager Healy on the approval of the
15 demo grant.

16 * Councilwoman Hickman asked the total amount of Homeowner Grants have we
17 received? Manager Healy said approximately 120.

18
19 **OLD BUSINESS:**

20 **Discussion and Approval of an Ordinance Creating a Joint Easement Between**
21 **1019 & 1103 Parriott Avenue. (Second Reading)**

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

24
25 **AN ORDINANCE GRANTING AN EASEMENT FOR A PORTION OF A**
26 **CLOSED ALLEY BETWEEN CERTAIN PARCELS ON PARRIOTT**
27 **AVENUE IN THE CITY OF MOUNDSVILLE (SECOND READING)**

28 Councilwoman DeWitt moved to approve the easement ordinance, seconded by
29 Councilwoman Hickman. Mayor Wood-Shaw called for a voice vote. City Clerk
30 Hewitt announced the following tally. 6 yeas. Motion carried unanimously.

31
32 **Discussion and Approval of an Ordinance to Increase Employee's Longevity**
33 **(Second Reading)**

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

36
37 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
38 **WEST VIRGINIA, AMENDING AND REENACTING A PORTION OF**

1 **ARTICLE 155 OF THE CODE OF THE CITY OF MOUNDSVILLE,**
2 **RELATING TO POLICY PROVISIONS FOR EMPLOYEES OF THE CITY**
3 **OF MOUNDSVILLE, BY AMENDING AND REENACTING SECTIONS**
4 **TO PROVIDE FOR INCREASED LONGEVITY PAY. (SECOND**
5 **READING)**

6 Vice Mayor Wood moved to approve the above ordinance, seconded by
7 Councilwoman DeWitt. Mayor Wood-Shaw called for a voice vote. City Clerk
8 Hewitt announced the following tally. 6 yeas. Motion carried unanimously.

9
10 **Discussion and Approval of an Ordinance to Allow Health Insurance Coverage**
11 **for a Newly Hired Employee to Begin on the First Day of the Month Following**
12 **the Hire Date and Termination of Coverage on their Last Date of Employment.**
13 **(Second Reading)**

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

16
17 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
18 **WEST VIRGINIA, AMENDING AND REENACTING A PORTION OF**
19 **ARTICLE 155 OF THE CODE OF THE CITY OF MOUNDSVILLE,**
20 **RELATING TO POLICY PROVISIONS FOR EMPLOYEES OF THE CITY**
21 **OF MOUNDSVILLE, BY AMENDING AND REENACTING SECTION**
22 **155.10(d) TO PROVIDE FOR NEWLY HIRED EMPLOYEES TO BE**
23 **ELIGIBLE FOR HEALTH INSURANCE THE FIRST DAY OF THE**
24 **MONTH FOLLOWING THEIR HIRE DATE AND FOR COVERAGE TO**
25 **TERMINATE ON AN EMPLOYEE’S LAST DATE OF EMPLOYMENT.**
26 **(SECOND READING)**

27 Councilwoman DeWitt moved to approve the above ordinance, seconded by
28 Councilwoman Hunt. Mayor Wood-Shaw called for a voice vote. City Clerk Hewitt
29 announced the following tally. 6 yeas. Motion carried unanimously.

30
31 **Discussion and Approval of an Ordinance to Increase Reconnect Fee from**
32 **\$25.00 to \$50.00. And Increase the Tap Fee from \$330.00 to \$750.00. (Second**
33 **Reading)**

34 Attorney White read the following ordinance by title only to be passed by council
35 on second reading.

36
37 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
38 **WEST VIRGINIA, TO PROVIDE FOR AN INCREASE IN RECONNECT**
39 **FEEES AND TAP FEEES FOR THE MOUNDSVILLE WATER BOARD.**
40 **(SECOND READING)**

1 Councilwoman Hunt moved to approve the above ordinance, seconded by Vice
2 Mayor Wood. Mayor Wood-Shaw called for a voice vote. City Clerk Hewitt
3 announced the following tally. 4 yeas, 2 nays. DeWitt and Saunders voting nay.
4 Motion carried.

5
6 **Other Items to be Discussed by Council.**

7 * Councilwoman Hickman reminded council members and citizens of the first
8 Community Education and Engagement “Conversations with Council” event
9 Tuesday, April 25, 2023 at the Riverfront Park Shelter from 5:30 p.m. to 7:00 p.m.

10 * Councilwoman Hunt asked for an update on the Ash & Elm Avenue bridges.
11 Manager Healy reported DOH having the scope of work meeting with the engineer.
12 They will be moving to the design phase at this time. This will probably be a 2024
13 project.

14 * Councilman Saunders asked for an update on the junk vehicles located on the
15 Gump property. City Manager Healy reported letters were sent to the property
16 owner. They have 30 days to comply.

17
18 **CONSIDER THE FOLLOWING NEW BUSINESS:**

19
20 **Discussion and Approval to Lay the Levy for the 2023-2024 General Fund
21 Budget.**

22 Vice Mayor Wood moved to approve laying the Levy, seconded by Councilwoman
23 Hunt. Motion carried unanimously.

24
25 **Discussion and Approval of Donating \$100.00 to the Marshall County Relay for
26 Life.**

27 Councilman Saunders moved to approve a donation of \$100.00 to Relay for Life,
28 seconded by Councilwoman Hickman. Motion carried unanimously.

29
30 **Discussion and Approval of Donating \$100.00 to Riverside Sober Cookout
31 Speaker Jam.**

32 Councilwoman Hunt moved to approve a donation of \$100.00 to Cookout Speaker
33 Jam, seconded by Councilwoman Hickman. Motion carried unanimously.

34
35 **Other Items to be Discussed by Council.**

36 * Councilwoman DeWitt suggested painting numbers on the Valley Fork Ballfield
37 Dugouts to show the location of each field. City Manager Healy said Public
38 Works Director Stocklask is in the process of making signs for each field.

39
40 **MAYOR ITEMS:**

1 **Other Items to be Discussed by the Mayor.**

2 * Mayor Wood-Shaw read an email from Zachariah Garrison hopes council
3 member consider the bus levy on the next ballot. He stressed that citizens in
4 Moundsville desperately need public transportation.

5 * Mayor Wood-Shaw asked Manager Healy if it were possible to add his
6 Manager’s Report to the CivicClerk program? Manager Healy said he could
7 provide the report with the next council packet.

8 * Councilman Saunders made a motion to discuss the bus levy at the next
9 policy meeting, seconded by Councilwoman Hunt. Motion carried
10 unanimously.

11 * Mayor Wood-Shaw reminded council members the City of Moundsville
12 Comprehensive Plan will be due for updates in 2024. Manager Healy will
13 reach out to Jared Anderson of the WVU Law Clinic.

14 * Mayor Wood-Shaw announced the next food give away is May 18, 2023.

15 * Mayor Wood-Shaw stated that she feels transportation is an economic issue
16 because one of the biggest barriers to gainful employment is transportation.

17
18 **COUNCIL ITEMS:**

19 * Vice Mayor Wood informed council member that Councilman Chamberlain is in
20 the Columbus, OH area with his wife, who was in the hospital for a couple of days.

21 * Councilwoman Hunt asked how much time we would need to put a bus levy on
22 the ballot. Attorney White said once the ordinance is passed, the levy will be
23 placed on the next election ballot. City Clerk Hewitt will check with Marshall
24 County Clerk’s Office to ask if the levy could be placed on the primary ballot.

25 * Councilman Saunders asked if the Manager was considering other streets to re-
26 address? Manager Healy said he is not considering any more streets at this time.

27 * Mayor Wood-Shaw announced and read from the Moundsville City Council
28 Rules and Regulations manual, “Each person desiring to address the Council at the
29 Public Hearing portion of the meeting only, shall stand and give his or her name
30 and address in an audible tone of voice for the record, and unless further time is
31 granted by the majority of the council, shall limit his address to 5 minutes. This
32 section is a little different than the procedure council followed previously when a
33 citizen could call and request more time.

34
35 Councilman Saunders moved to adjourn, seconded by Councilwoman Hickman.
36 Motion carried unanimously.

37
38 Meeting adjourned at 7:13 p.m.

39
40 _____
Sondra J. Hewitt, City Clerk

Sara Wood-Shaw, Mayor