

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, NOVEMBER 17, 2020**

3
4 The Council of the City of Moundsville met in Regular Session live on Zoom on
5 November 17, 2020 at 7:00 p.m.

6
7 Meeting was called to order by Mayor David Wood.

8
9 Invocation by Vice Mayor Judy Hunt.

10
11 City Clerk Hewitt called the roll and the following Councilpersons were in
12 attendance: DeWitt, Hickman, Vice Mayor Hunt, Remke, Saunders, S. Wood and
13 Mayor David Wood. Also present were City Manager Healy, Police Chief
14 Mitchell, Attorney White, Finance Director Ankrom and City Clerk Hewitt. As
15 well as, CPA's for the Moundsville Sanitary Board Marc & Mike Abraham.
16 Meeting was live stream on Zoom.

17
18 **MINUTES:**

19
20 **Regular Council Meeting of November 2, 2020.**

21 Councilwoman Hickman moved to approve the minutes of the regular council
22 meeting of November 2, 2020, seconded by Councilman Remke. Motion carried
23 unanimously.

24
25 **CITY MANAGER ITEMS:**

26
27 City Manager Healy presented the following report to council:

- 28 1. Update on the new Municipal Building – our last meeting with McKinley was
29 held on November 12. McKinley unveiled two proposed layouts which will
30 ultimately be presented to Council at a Manager's Workshop. This will be held on
31 Tuesday, December 1, at 6:00, prior to Council. Due to the preparation of the
32 additional layout, there are no complete exterior designs completed as of now.
33 2. We also had a meeting on the Splash Pad on November 5. We saw some
34 preliminary layouts, but Director White and I have been scanning the on-line
35 catalog and will be submitting some additional options to the engineers to add in
36 the proposed layouts. Once we have a solid layout, we will bring this to Council.
37 3. We received another reimbursement from the Governor's Office from the
38 CARES Act funding. This was for the October 2020 period, and was \$142,604.95.
39 This brings the total amount so far to \$1,100,879.30.
40 4. Data Max collections for October totaled \$3,069.64, resulting in \$1,534.82 to

1 the City after fees. This brings the total to \$290,061.35, with \$145,030.68 to the
2 City. As a reminder, this goes into the Capital Improvement Account.

3 5. In October, I applied for a mini grant from the Center for Active West Virginia
4 through West Virginia University. The application was successful, and we were
5 awarded a \$5,000 grant. This will help pay for a section of asphalt to be placed
6 adjacent to the playground and an additional loop around the playground. Both
7 will tie into the new walking path. I have also procured stencils and paint through
8 the West Virginia Extension Office at no charge to apply activity markings on
9 these areas. This is another great addition to East End and will hopefully increase
10 the activity levels and add more fun to the park.

11 6. Speaking of grants, there has been no word on the recycling grants. I expect
12 them to be announced any day.

13 7. A Pre-Bid Meeting was held last week for the Four Seasons Pool bathroom
14 ADA Upgrade project. Bids are being opened on December 1.

15 8. Last Tuesday City Clerk Hewitt swore in two new firefighters. Lee Henry and
16 Brittany Dagrava are the latest addition to our department, and make the
17 department fully staffed.

18 9. In the Police Department, Robert Shilling has been promoted to Sergeant, and
19 Bradley Shutler has been promoted to Corporal, effective November 9.

20 Congratulations to all our new and promoted public safety personnel.

21 10. Remember that tomorrow is Support Your Local Restaurant Day. Please
22 consider ordering take-out or eating inside at a local eatery.

23 11. The City Building and all other city owned facilities will close tomorrow to
24 the public due to the rise in COVID numbers in Marshall County and beyond. All
25 employees will continue to report and all city functions will continue. This will
26 remain in effect until further notice. A reminder to citizens that there are drop
27 boxes located at the front and back of the city building for payments, and there is
28 on-line pay available at the city's website www.cityofmoundsville.com. Please
29 call the City Clerk's Office at 304-845-3394 with any questions.

30 12. Please continue to patronize the local establishments, shops, and restaurants as
31 they continue to struggle from the effects of COVID-19.

32
33 **Other Items to be Discussed by the City Manager.**

34 * Councilman Saunders asked when the new hotel was due to open? Manager
35 Healy said the target date is December 1, 2020.

36 * Councilwoman S. Wood asked for an update on the Cares Grant to help
37 individuals with overdue utility bills accumulated during Covid-19? Manager
38 Healy said the application was submitted by the deadline date of October 30, 2020.
39 But we have not heard on anything yet.

40 * Vice Mayor Hunt asked when are we expected to hear from anyone concerning

1 the grant? Manager Healy said hopefully by the end of the year.

2 * Councilwoman DeWitt asked if the new city building committee has seen the
3 plans for the new building yet? Manager Healy said we have seen the two
4 proposed layouts at the last meeting. The engineers are tweaking a couple of
5 things but will be completed very soon. Manager Healy said he would be happy to
6 provide council with a PDF of the plans. Mayor Wood said the committee is not
7 holding anything back from council. He went on to say Manager Healy will
8 provide council with the plans on December 1, 2020. Council will then decide
9 which plan is the best.

10
11 **OLD BUSINESS:**

12
13 **Other Items to be Discussed by Council.**

14 * Councilwoman S. Wood asked if Manager Healy was able to speak with the
15 Ohio County Emergency Management Office concerning the emergency alerts sent
16 out as warnings to citizens? Manager Healy said he did not. He looked up the
17 information but has not had a chance to discuss it with them.

18
19 **NEW BUSINESS:**

20
21 **Discussion and Award of Demolition Bids.**

22 Vice Mayor Hunt moved to approve the demolition bid of \$60,695.00 for 508 & 515
23 Jefferson Avenue and \$40,745.00 for 1813 Second Street & 1002-1004 Sixth Street,
24 seconded by Councilwoman Hickman. Motion carried unanimously. Manager
25 Healy said payment for the Jefferson Avenue demolitions will come from Capital
26 Expenditures and the Second Street & Sixth Street demolitions will come from the
27 Demolition Fund.

28
29 **Discussion and Approval of Rate Increase for the Sanitary Board. Committee**
30 **recommends approve a rate increase of 35.4% for the Sanitary Board.**

31 Councilman Remke moved to direct the city attorney and the attorney for the
32 Sanitary Board to draft an ordinance for a rate increase of 35.4% for the Sanitary
33 Board, seconded by Councilwoman Hickman. Manager Healy said first reading on
34 the ordinance will be on December 1, 2020, second reading will be December 15,
35 2020 and third reading will be January 5, 2021. Mayor D. Wood called for a voice
36 vote. 6 yeas. Motion carried.

37
38 **Discussion and Approval of Sponsoring Fireworks Display for 2021.**
39 **Committee recommends receive bids for 2021 Fireworks in the amount of**
40 **\$20,000.00.**

1 Vice Mayor Hunt moved to approve bids for the 2021 Fireworks display in the
2 amount of \$20,000.00, seconded by Councilwoman Hickman. Motion carried
3 unanimously.

4
5 **Discussion and Approval of Additional Clothing Allowance for Employees.**
6 **Committee recommends additional clothing allowance for employees in the**
7 **amount of \$500.00 for full-time employees and \$250.00 for part-time employees.**
8 Councilwoman Hickman moved to approve additional clothing allowance for the
9 employees, seconded by Vice Mayor Hunt. Motion carried unanimously.

10
11 **Discussion and Approval of JM Basketball Program Ad. Committee**
12 **recommends donating \$50.00 for JM Basketball program ad.**
13 Councilman Remke moved to approve \$50.00 ad for the JM Basketball program,
14 seconded by Vice Mayor Hunt. Motion carried unanimously.

15
16 **Discussion and Approval of Free Parking in the Business District for 2020**
17 **Holidays. Committee recommends free parking from November 26, 2020**
18 **through January 1, 2021 excluding around the Marshall County Court House.**
19 Councilman Remke moved to approve free parking during holiday season excluding
20 around the Courthouse, 2 hour limit, seconded by Councilwoman S. Wood. Motion
21 carried unanimously.

22
23 **Discussion and Approval of House Decorating Contest for 2020. Committee**
24 **recommends to approve First Place of \$100.00; Second Place of \$50.00 and**
25 **Third Place \$25.00.**
26 Councilman Remke moved to approve annual House Decorating Contest, judging
27 will be December 12, 2020, seconded by Vice Mayor Hunt. Motion carried
28 unanimously.

29
30 **Discussion and Approval to Direct the City Attorney to Draft an Ordinance to**
31 **Update the City of Moundsville Fire Code.**
32 Councilwoman Hickman moved to direct the city attorney to draft an ordinance to
33 update the fire code, seconded by Councilman Saunders. Motion carried
34 unanimously.

35
36 **Discussion and Approval to Direct the City Attorney to Draft an Ordinance**
37 **Revising the City's DUI Code to Correspond with the New State Code.**
38 Councilwoman Hickman moved to direct the city attorney to draft an ordinance
39 revising the DUI code, seconded by Councilman Saunders. Motion carried
40 unanimously.

1 **Other Items to be Discussed by Council.**

2 * Councilwoman S. Wood provided council with updates on some programs the Arts
3 & Culture Commission is working on. A cookie decorating event; public art piece
4 at the Park View Playground; Appalachian Culture cookbook; the commission will
5 be engaging more on their Facebook page with a new logo; and sharing names and
6 support of local creative artists.

7 * Vice Mayor Hunt announced the Employee Recognition Committee has decided
8 to provide pastries for all city employees on Monday, November 21, 2020 for great
9 job they do for Moundsville.

10 * Vice Mayor Hunt commended City Manager Healy for obtaining grants and
11 monies from the Cares Act Grant.

12 * Councilman Saunders said he received a complaint or request from residents who
13 live above the eye doctor's office on Jefferson Avenue who are getting parking meter
14 tickets during the day. They have no place else to park and work the night shift. The
15 only place to park is at meters. They were hoping to obtain a parking pass to park
16 at the meters. Manager Healy will discuss the matter with Councilman Saunders.

17 * Councilwoman DeWitt asked if employees who have missed work from Covid-19
18 quarantine or infected with Covid-19 lose time for the pandemic? Manager Healy
19 said employees are still being paid and the city is being reimbursed by the Cares Act
20 grant funds.

21 * Councilwoman DeWitt feels the city is opening a can of worms if we provide
22 parking permits for residents on Jefferson Avenue.

23
24 **MAYOR ITEMS:**

25 * Mayor D. Wood said, concerning council's rules & regulations, he would like to
26 wait until the first meeting in January to form a committee to review and revise the
27 rules and regulations.

28 * Mayor D. Wood said council members received a letter from Mr. Joe Parriott
29 concerning a decision made by the Zoning Appeals Board. Mayor D. Wood asked
30 council to receive and file the letter. Councilwoman Hickman moved to receive and
31 file the letter, seconded by Vice Mayor Hunt. 6 yeas, 1 nay. Saunders voting nay.
32 Motion carried.

33 Attorney White said council has no jurisdiction on the decision made by the
34 Moundsville Zoning Appeals Board. If someone does not agree with the decision,
35 they must appeal it to Marshall County Circuit Court. City Manager Healy noted
36 Mr. Parriott dropped off a drawing of the property and building he is inquiring about.

37 * Mayor D. Wood announced "Support your local restaurant" was started by our
38 Chamber of Commerce President Scott Reager and moved throughout Ohio County
39 and Belmont County. Mayor Wood encouraged everyone to support your local
40 businesses.

1
2 **COMMITTEE ITEMS:**

3 Reports from the Finance Committee was given by Vice Mayor Judy Hunt.
4 Reports from the Traffic Committee were given by Councilman Gene Saunders.
5 Reports from the Policy Committee were given by Councilwoman Sara Wood.
6

7 **COUNCIL ITEMS:**

8 * **Hickman** – Re-emphasize the importance of wearing a mask when going out and
9 pay attention to Health Department instructions. Free testing is being provided by
10 the Health Department also.

11 * **DeWitt** – Wish everyone a Happy Thanksgiving.

12 * **Remke** – Wish everyone a Happy Thanksgiving and stay safe.

13 * **Hunt** – Encouraged citizens to visit their local restaurants & businesses.

14 * Wished everyone a Happy Thanksgiving.

15 * **S. Wood** – Applauded City Manager Healy for the hard decisions he has had to
16 make in recent months. He has had the city and community in his best interest.

17 * With more cases of the Covid-19 it's possible City Council will continue to have
18 council meetings on Zoom.

19 * **Saunders** – Commended City Manager Healy for the great job he is doing.

20 * Wish everyone a Happy Thanksgiving.
21

22 Councilman Saunders moved to adjourn, seconded by Councilwoman Hickman.
23 Motion carried unanimously.
24

25 Meeting adjourned at 8:26 p.m.
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29 _____
Sondra J. Hewitt, City Clerk

David Wood, Mayor