

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, DECEMBER 15, 2020**

3
4 The Council of the City of Moundsville met in Regular Session live on Zoom on
5 December 15, 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 Mike Abraham and Bond
16 Counsel Cam Siegrist. Meeting was live streamed on Zoom.

17
18 **MINUTES:**

19
20 **Regular Council Meeting of December 1, 2020.**

21 Councilman Saunders moved to approve the minutes of the regular council
22 meeting of December 1, 2020, seconded by Vice Mayor Hunt. Motion carried
23 unanimously.

24
25 **GENERAL PUBLIC HEARING:**

26 * Randy Chamberlain, 1812 Virginia Street, thanked Brianna Hickman and Phil
27 Remke for their dedicated service to the citizens of Moundsville. They have done
28 an outstanding job. Mr. Chamberlain is looking forward to working with council
29 members. He also gave his condolences to the family of G. Charles Hughes who
30 was a very dedicated, community minded citizen who will be missed by many.

31
32 **CITY MANAGER ITEMS:**

33
34 City Manager Healy presented the following report to council:

- 35 1. Update on the new Municipal Building – on the agenda this evening is the
36 discussion and approval of approving Floor Plan A as the base plan to use. The
37 next step will be to tweak the floor plans and continue the exterior design.
38 2. Data Max collections for November totaled \$43,011.96, resulting in \$21,505.98
39 to the City after fees. This brings the total to \$333,073.31, with \$166,536.66 to the
40 City. As a reminder, this goes into the Capital Improvement Account.

1 3. Our website continues to be strong, hosting 3,830 visits in November. Those
2 visits resulted in 7,881 page views. The Water Department regularly uses the site
3 to broadcast boil orders and leaks. I encourage all departments to send information
4 to be placed on the site. The more we load the site with City information, the
5 better help we can be, and it increases transparency.

6 4. After much anticipation, I was notified last week that we are being awarded a
7 2021 DEP REAP Recycling grant. This grant will fund a new recycling program
8 that will consist of accepting paper and cardboard at a drop-off location. I have
9 already signed the grant agreement and requested the first quarter payment. After
10 the first of the year, we will begin to prepare the location. This is an exciting step
11 to see us move back into recycling for our residents. An obvious, but still
12 important side note to recycling is the reduction in tipping fees at the landfill.

13 5. The Fire Department had an interesting situation occur a few weeks ago, when
14 Assistant Chief Kimple was in the bay and heard someone yelling for help. He
15 went outside and there was a man on an electric scooter who was in distress.
16 Apparently, the man had left the Golden Towers and was looking for help.
17 Assistant Chief Kimple recognized the symptoms as a stroke, and they treated him
18 and got him to the hospital. He recently sent a Thank You card to the Fire
19 Department that read "Hey Ya'll! You have enriched my life by knowing you.
20 When I needed you, you were right there. Have a Merry Christmas! Peace and
21 Love." Thank you to Assistant Chief Kimple and all involved.

22 6. A new addition was installed at East End Park adjacent to the playground and
23 along the walking trail. West Liberty University and Marshall County resident
24 Miranda Koyder designed and constructed a Little Free Library as her CAPSTONE
25 project. This will be entered into the Little Free Library database and become
26 searchable on their website. After pictures were posted on our Facebook page, we
27 were inundated with calls wanting to know where to donate books. We are doing a
28 photo and news story on this later this week, and we will have all the details then.
29 Thank you to Miranda for her contribution. And I look forward to more of these
30 throughout the city.

31 7. Also, at East End, five additional cameras were recently installed, bringing the
32 total to twenty-one. These cameras are also used by the Police, as needed for
33 investigations around the East End area. Cameras have recorded recent acts of
34 vandalism at the park and allowed us to identify those involved. The city is
35 demanding full reimbursement for damages, and potential juvenile court actions.

36 8. Parks & Recreation Director John White and I participated in a virtual meeting
37 today with representatives from Marshall County Schools regarding the
38 development of a recreation basketball league for the summer of 2021. While this
39 was only the first meeting, I see this as another program that we can offer through
40 our growing parks system.

1 9. On December 2, 2020, the Water Department received \$3,642.79 to pay off 11
2 customer's past-due balances, with funding coming from the CARES Act funding
3 for utilities. Those 11 accounts were of the 21 customers that qualified.

4 10. I checked with Mr. Wiethe from Belomar about the CDBG Homelessness
5 Prevention Grant. He checked with the Development Office last week, and they
6 informed him that announcements would be made within 30 days.

7 11. All of Council should have received a letter from Mr. John Schellhase
8 concerning Stegman & Schellhase, Inc.'s decision to discontinue offering
9 engineering services. After the first of the year, I'd like to present an option to the
10 Water and Sanitary Boards to publish a joint RFP for general engineering services.
11 It makes sense for all the entities to use the same engineer. I will have a formal
12 presentation in January. Losing Mr. Jack Tush and the company will be a loss to
13 the city, as they have provided services since the mid-1960s. I will be composing a
14 letter to them thanking them for their long-time service to the city.

15 12. The annual Christmas luncheon is this Friday, and due to COVID it will be
16 taking on a new look this year. Box lunches and cookies are being delivered to all
17 the departments along with gifts for the employee's children and grandchildren.

18 13. Marshall County was placed back in the "Red" category on the WV DHHR
19 COVID Map. Due to the continued increase in numbers, the City Building and all
20 other city owned facilities remain closed to the public. All functions continue, and
21 if there are any questions, please call the City Clerk's Office at 304-845-3394.

22 14. Please continue to patronize the local establishments, shops, and restaurants as
23 they continue to struggle from the effects of COVID.

24 15. I would like to thank Councilman Remke for his support over the last two
25 years. He was on the original hiring committee and I appreciate the opportunity he
26 was involved in giving me. Also, Councilperson Brianna Hickman – while we've
27 only worked together for under a year, I appreciate your support of me during that
28 time. Good luck to both of you and I know that both will continue to do their part
29 to support Moundsville. Thank you for your dedication to the city.

30 16. I look forward to working with the next two council members Mr. Randy
31 Chamberlain and Mr. Dennis Wallace. I have known both gentlemen for years and
32 I am happy to see them back at the Council table.

33 17. Congratulations in advance to the 2021 Mayor and Vice-Mayor for the City of
34 Moundsville.

35 18. Finally, I want to wish all of Council, the dedicated City employees, and all
36 our residents a very Merry Christmas. While 2020 has been a difficult year, we all
37 have so much to be thankful for. With the COVID vaccines now reaching people,
38 there is light at the end of the tunnel. Stay vigilant, be smart over the holiday
39 season, continue to wear masks where needed, and let's all look forward to a great,
40 safe, and healthy 2021.

1
2 * Councilman Remke asked if we were going to be able to recycle tires? Manager
3 Healy said he was hoping to get the regular recycling program running first.

4 * Vice Mayor Hunt commended Manager Healy on his efforts with obtaining extra
5 revenues from DataMax. Manager Healy thanked his secretary for her assistance
6 as well.

7
8 **OLD BUSINESS:**

9 **Discussion and Approval of an Ordinance for a Rate Increase for the Sanitary**
10 **Board. (Second Reading)**

11
12 Attorney White read the following ordinance by title only to be passed by council
13 on second reading:

14 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
15 **WEST VIRGINIA, AMENDING THE EXISITING RATE SCHEDULES FOR**
16 **THE SANITARY DEPARTMENT OF THE CITY OF MOUNDSVILLE,**
17 **WEST VIRGINIA. (SECOND READING)**

18
19 Councilman Remke moved to approve the rate increase for the Sanitary Board,
20 seconded by Vice Mayor Hunt. Mayor D. Wood called for a voice vote. City Clerk
21 Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

22
23 **Discussion and Approval of an Ordinance for a Bond Issuance for the Sanitary**
24 **Board. (Second Reading)**

25
26 Attorney White read the following ordinance by title only to be passed by council
27 on second reading:

28 **AN ORDINANCE AUTHORIZING THE ACQUISITION, CONSTRUCTION**
29 **AND EQUIPPING OF CERTAIN ADDITIONS, BETTERMENTS AND**
30 **IMPROVEMENTS TO THE SEWERAGE SYSTEM OF THE CITY OF**
31 **MOUNDSVILLE AND THE FINANCING OF THE COST, NOT**
32 **OTHERWISE PROVIDED, THEREOF THROUGH THE ISSUANCE BY**
33 **THE CITY OF MOUNDSVILLE OF SEWER REVENUE BONDS, SERIES**
34 **2021, IN AN AGGREGATE PRINICIPAL AMOUNT OF NOT TO EXCEED**
35 **FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) DEFINING AND**
36 **PRESCRIBING THE TERMS AND PROVISIONS OF THE SERIES 2021**
37 **BONDS; PROVIDING GENERALLY FOR THE RIGHTS AND REMEDIES**
38 **OF AND SECURITIES FOR THE HOLDERS OF THE SERIES 2021**
39 **BONDS; AUTHORIZING EXECUTION AND DELIVERY OF ALL**
40 **DOCUMENTS RELATING TO THE ISSUANCE OF SUCH BONDS; AND**

1 **PROVIDING WHEN THIS ORDINANCE SHALL TAKE EFFECT.**
2 **(SECOND READING)**

3
4 Councilwoman DeWitt moved to approve the above ordinance, seconded by Vice
5 Mayor Hunt. Mayor D. Wood called for a voice vote. City Clerk Hewitt announced
6 the following tally. 7 yeas. Motion carried unanimously.
7

8 **Discussion and Approval of an Ordinance of Moundsville Fire Code. (Second**
9 **Reading)**

10
11 Attorney White read the following ordinance by title only to be passed by council
12 on second and final reading:

13 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
14 **WEST VIRGINIA, AMENDING THE CITY CODE OF THE CITY OF**
15 **MOUNDSVILLE, BY UPDATING AND RE-ADOPTING THE STATE FIRE**
16 **CODE. (SECOND READING)**

17
18 Councilwoman Hickman moved approve the above ordinance, seconded by
19 Councilwoman S. Wood. Mayor D. Wood called for a voice vote. City Clerk Hewitt
20 announced the following tally. 7 yeas. Motion carried unanimously.
21

22 **Discussion and Approval of an Ordinance to Revise the City's DUI Code.**
23 **(Second Reading)**

24
25 Attorney White read the following ordinance by title only to be passed by council
26 on second and final reading:

27 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE**
28 **TO AMEND AND RE-ENACT ARTICLE 333 OF THE CITY CODE**
29 **RELATING TO TRAFFIC OFFENSES, INCLUDING, BUT NOT LIMITED**
30 **TO PROVIDING FOR THE OFFENSE OF DRIVING UNDER THE**
31 **INFLUENCE, PROVIDING FOR REVOCATION AND SUSPENSION OF**
32 **DRIVERS LICENSES IN THE MUNICIPAL COURT OF THE CITY OF**
33 **MOUNDSVILLE. (SECOND READING)**

34
35 Councilman Remke moved to approve the above ordinance, seconded by
36 Councilwoman DeWitt. Mayor D. Wood called for a voice vote. City Clerk Hewitt
37 announced the following tally. 7 yeas. Motion carried unanimously.
38

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

40 * Councilman Saunders announced the following houses were chosen in the House

1 Decorating Contest: 1st Place – Denny & Denise Phillips; 2nd Place – Paul Musilli;
2 and 3rd Place – Zach Smith. City Manager & City Clerk Choice – Ted Hasket.

3 * Councilman Remke said he hopes more citizen get involved next year.

4 * Councilwoman Hickman said all the Christmas lights were good.

5 * Councilwoman Hickman thanked the city for orchestrating the fee parking on
6 Jefferson Avenue. The new bag covers look great and festive.

7 * Councilman Remke feels the Street Department was told to extend the yellow curb
8 on the wrong side of 7th Street. He almost got hit coming out onto 7th Street from
9 Grant Avenue. Manager Healy said the curb was extended/painted 25 feet.

10 * Vice Mayor Hunt suggested adding another category to Christmas Decorating
11 contest next year for businesses. City Manager Healy noted the Chamber of
12 Commerce sponsors a decorating contest for the businesses.

13 * Councilwoman S. Wood asked Manager Healy to email her a list of all board and
14 commission members.

15 * Councilwoman S. Wood announced the cookie decorating kit giveaway will be
16 December 18, 2020 from 6:30-8:30 p.m. in the BB&T parking lot across from the
17 Strand Theatre. She wished to thank the Marshall Council Family Resource
18 Network for providing toys for the giveaway and also the WV Northern Community
19 College donated \$250.00 toward the event.

20
21 **NEW BUSINESS:**

22
23 **Election of Mayor & Vice Mayor.**

24 * Councilman Remke said he was not voting on Mayor & Vice Mayor this evening
25 because he feels election of Mayor should be by the citizens. Mayor D. Wood
26 informed Mr. Remke this form of government has been in effect for many years and
27 that is what council must follow until it is changed.

28
29 Mayor D. Wood opened the floor for nominations for Mayor. Councilwoman
30 DeWitt moved to nominate David Wood as Mayor, seconded by Vice Mayor Judy
31 Hunt. Nominations were closed. Mayor D. Wood called for a voice vote. City
32 Clerk Hewitt announced the following tally. 6 yeas, 1 nay. Remke voting nay.
33 Motion carried.

34
35 Mayor D. Wood opened the floor for nominations for Vice Mayor. Councilwoman
36 DeWitt moved to nominate Judy Hunt as Vice Mayor, seconded by Councilwoman
37 S. Wood. Nominations were closed. Mayor D. Wood called for a voice vote. City
38 Clerk Hewitt announced the following tally. 7 yeas. Motion carried unanimously.

39
40 Vice Mayor Hunt extended her thanks to Mayor D. Wood for the excellent job he

1 has done as Mayor and she appreciates his service.

2
3 **Discussion and Approval of Floor Plan Option A for New Municipal Building.**

4 Councilwoman Hickman moved to approve floor plan option A for construction of
5 the new city building, seconded by Vice Mayor Hunt. Mayor D. Wood called for a
6 voice vote. City Clerk Hewitt announced the following tally. 6 yeas, 1 nay. Remke
7 voting nay. Motion carried.

8
9 **Discussion of City Manager's Evaluation and Consideration of Additional**
10 **Compensation.**

11 Mayor D. Wood entertained a motion to have an executive session following the
12 regular session to discuss the City Manager's evaluation. Councilman Remke
13 moved for an executive session, seconded by Councilwoman S. Wood. Motion
14 carried unanimously.

15
16 **Discussion and Approval of a Resolution Authorizing the Execution of a**
17 **Certain Application for a Grant Through the Land and Water Conservation**
18 **Fund.**

19 Councilman Saunders moved to authorize the grant application through the Land
20 and Water Conservation, seconded by Vice Mayor Hunt. Motion carried
21 unanimously. Manager Healy announced the grant is for improvement to the Park
22 View Playground for equipment, picnic tables, trash receptacles as well as fixed
23 workout stations. Project cost is \$48,973.57, the city will be asking for \$24,486.59
24 from Land and Water with the City of Moundsville being required to pay the other
25 50% cash match.

26
27 **Other Items to be Discussed by Council.**

28 * Councilwoman S. Wood was happy City Manager Healy applied for the grant.
29 This will be a huge asset to the city.

30 * Councilwoman DeWitt wished everyone a very Merry Christmas.

31 * Councilman Saunders thanked Councilwoman Hickman and Councilman Remke
32 for their contribution to the City of Moundsville.

33 * Councilman Saunders asked if the new police cars are on the road yet? City
34 Manager Healy said they are waiting to have equipment installed.

35
36 **MAYOR ITEMS:**

37 * Mayor D. Wood said it has been his pleasure to work with Councilwoman
38 Brianna Hickman even though it was for a very short time. He has found her to be
39 very caring, very knowledgeable, very forthcoming. She has a great future in front
40 of her.

1 * Mayor D. Wood said Councilman Remke’s heart is in the right place. He is sure
2 Mr. Remke will pursue his hobby. Thank you for your service to Moundsville.

3 * Mayor D. Wood asked for an update on the Splash Pad. Manager Healy said he
4 was provided some proposed designs which they made modifications to fit what is
5 right for the city. They will be submitted their final design and cost estimate which
6 will be brought to council.

7 * Mayor D. Wood asked for an update on the Demolition projects. Manager Healy
8 said demolition of the four properties will start in January due to the holidays in
9 December.

10 * Mayor D. Wood thanked Mrs. Saunders for judging the house decorations with
11 Councilman Saunders.

12 * Mayor D. Wood thanked Manager Healy for thinking of installing the fence
13 around the Christmas Tree.

14 * Mayor D. Wood thanked council members for appointing Vice Mayor Hunt and
15 himself as 2021 Mayor & Vice Mayor.

16 * And welcome to City Council Randy Chamberlain and Dennis Wallace.

17
18 **COMMITTEE ITEMS:**

19 **Reports by the Finance Committee.**

20 Vice Mayor Hunt provided the finance report.

21 **Reports by the Traffic Committee.**

22 Councilman Saunders provided the traffic report.

23 **Reports by the Policy Committee.**

24 Councilwoman S. Wood provided the policy report.

25
26 **COUNCIL ITEMS:**

27 * **Dewitt** – Nothing at this time.

28 * **Hickman** – Thanked everyone on council for making her first jump into public
29 service a rewarding one. If there is anything she can do to help, please reach out to
30 her.

31 * **Hunt** – Asked if there has been any information provided on how and when to
32 expend the Cares Act funds? Manager Healy said we have not heard anything yet.
33 Hopefully, they will provide some information soon.

34 * Extended appreciation to the Arts & Culture Commission sponsoring events for
35 children.

36 * Hopes everyone has a blessed Christmas and Happy New Year.

37 * **Remke** – Reported the new restaurant going into the former Pizza Hut is Osaka
38 Japanese Restaurant.

39 * Announced the Special Needs Soap Box Derby is targeted for May of 2021.
40 This event is in conjunction with Glen Dale’s Soap Box Derby.

1 * Thanked everyone on council, it's been a pleasure working with everyone. He
2 hopes more young people get involved in city government.

3 * Wished everyone a Merry Christmas and Happy New Year.

4 * **Saunders** – Asked for an update on the Sanford building. Manager Healy said
5 the Building Inspectors had a walk through with a demo contractor Monday. They
6 will be provided estimates on demolition. We will then need to make some
7 decisions on how to move forward.

8 * **S. Wood** – Thanked Brianna Hickman and Phil Remke for their service on
9 council. She appreciates Phil's passion and the hard work he put into the City of
10 Moundsville every day. And appreciated another young voice on council with
11 Brianna Hickman.

12 * Vice Mayor Hunt extended her appreciation to Brianna and Phil for their passion
13 for the City of Moundsville.

14 * Mayor D. Wood wished everyone a Merry Christmas and Happy New Year.

15
16 Councilman Saunders moved to go into executive session for City Manager
17 evaluation, seconded by Councilwoman S. Wood. Motion carried unanimously.

18
19 Meeting recessed and moved to executive session at 8:30 p.m. (Councilman
20 Remke and Councilwoman DeWitt removed themselves from the Executive
21 Session)

22 Executive session recessed at 9:14 p.m.

23 Regular session reconvened at 9:14 p.m.

24
25 Councilman Saunders moved to give Manager Healy a 4% salary increase and an
26 additional week vacation to begin on January 1, 2021, with council to re-evaluate
27 in July 2021, seconded by Councilwoman S. Wood. Motion carried.

28
29 Councilman Saunders moved to adjourn, seconded by Councilwoman S. Wood.
30 Motion carried.

31
32 Meeting adjourned at 9:15 p.m.

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36
37 _____
Sondra J. Hewitt, City Clerk

David Wood, Mayor