

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, DECEMBER 6, 2022**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on December 6, 2022 at 6:00 p.m.

6
7 Meeting was called to order by Mayor Judy Hunt.

8
9 Invocation by Councilman Randy Chamberlain.

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

16
17 **MINUTES:**

18
19 **Regular Council Meeting of November 15, 2022.**

20 Councilwoman Hickman moved to approve the minutes of the Regular Council
21 Meeting of November 15, 2022, seconded by Councilman Chamberlain.

22 Councilman Wood made a correction on page 6, line 18 should read, “92 years old
23 not 82”. Councilwoman Hickman moved to approve as amended along with
24 Councilman Chamberlain’s second. Motion carried unanimously.

25
26 **GENERAL PUBLIC HEARING:**

27 * Christine Berisford, Oak Avenue reported the barricade at the intersection of Oak
28 Avenue and Highland Avenue have been moved to the curb side. Vehicles coming
29 from Grand Vue are going the wrong way west on Oak, which is one way. She
30 asked that council look at the problem before an accident happens. She also
31 reported residents of Oak Avenue still having problems with their mail since the
32 addresses have been changed.

33
34 Councilman Saunders moved to discuss the issues at the intersection of Oak &
35 Highland Avenue at the Traffic Committee meeting, seconded by Councilwoman
36 DeWitt. Motion carried unanimously.

37
38 City Manager Healy responded to Ms. Berisford by saying the address change was
39 approved by the local Post Office and the Marshall County 911, but a division of
40 the Post Office has declared the City of Moundsville is not permitted to change the

1 addresses. Manager Healy has been in contract with legislatures on the federal
2 level in hopes of getting this issue resolved.

3
4 **Future of Moundsville Youth Center Presentation by Reverend CJ Plogger,
5 and Melissa Norris, Director.**

6 Reverend Plogger announced the Youth Center has been open for one month, has
7 received 84 kids that have signed up and they received 29 kids in one evening.
8 Life skills and leadership presentations from members of the community will be
9 offered weekly. City Manager Healy will be the first speaker. Volunteers are
10 needed at the center as well as food and drinks.

11
12 **CITY MANAGER ITEMS:**

13
14 **City Manager Report on Progress of New Municipal Building.**

15 1. Progress Meeting #7 was held last week. The Construction Schedule was
16 reviewed, along with the two week look-ahead plans. Last Tuesday, there was a
17 work stoppage due to some issues with digging. As a result, the drilling rig was
18 delayed. The soil that needs to be removed is continuing to be taken out, and
19 hopefully, we will reach good soil in the next day or so. Once this is resolved, new
20 fill will be brought in, and then compacted and proof rolled. The preparation of the
21 pad for the drilling rig for the deep-pile foundations will be next.

22
23 **City Manager Healy Provided the Following Report to Council:**

24 **Personnel**

- 25
 - Full-time positions open with the city currently include:
 - Fire Department one position - open applications.
 - Police Department four positions – open applications. Most
28 likely, testing for both departments with be held in January.
 - Part-time positions needed include lifeguards.

30 1. Some of the signs for the American Rescue Plan recipients have been picked
31 up, and many are displayed throughout the city.

32 2. I attended a seminar at West Virginia Northern Community College titled
33 Federal Resources for Revitalizing Rural Energy Communities in the Ohio Valley.
34 Councilman Chamberlain, Vice-Mayor Wood-Shaw, and Councilwoman Hickman
35 all attended, as well. USDA Rural Development, ARC, and other funding sources
36 discussed opportunities available to communities and counties in the regions.

37 3. Quotes were received for the two small concrete street replacement projects.
38 Savage Construction supplied the lowest estimate at \$15,732.00.

39 4. I received a letter from Comcast advising of a price increase, effective
40 December 20, 2022. Most, if not all products and services will be increased.

- 1 5. At the Annual Black Friday Sale, we sold a record 68 passes for a total of
2 \$10,273.00.
- 3 6. The pool will also be holding the Second Annual Christmas Family Pool Party
4 on Wednesday, December 14, from 6-8 PM. Included is free admission, drinks,
5 snacks, and a visit from Santa Claus, who may have some small gift bags for the
6 kids. I invite Council to stop at the party.
- 7 7. Our Annual Employee Christmas Luncheon will be held next Wednesday,
8 December 14, at 12:00 noon. The Moundsville Volunteer Fire Department has
9 graciously offered the use of their hall. All of the Council is invited and
10 encouraged to stop for lunch.
- 11 8. Openings remain on the Planning Commission, Historic Landmarks, and the
12 Building Commission. Please reach out to anyone that you think may be interested
13 in applying and ask them to contact me.
- 14 9. Letter from the Public Works Department. Councilman Chamberlain moved to
15 receive and file the letter from Public Works Director, seconded by Councilwoman
16 DeWitt. Motion carried unanimously.
- 17 10. The City of Moundsville's Worker's Compensation Company Encova
18 presented City Manager Healy with a Safety Recognition Award for 2022. The
19 claims have reduced steadily over the last five years. Manager Healy said the
20 actual recognition should go to our Safety Director George Carter and the
21 employees. Mr. Carter holds several safety meetings per month. Councilwoman
22 Hickman asked if this was a state or regional recognition? Manager Healy said the
23 award is a district recognition based on the representative.

24

25 Mayor Hunt asked for questions to the City Manager by Council:

26 * Councilwoman DeWitt asked for an update on lighting around the city building
27 during construction. Manager Healy reported the contractors are not too worried
28 about lights at this point since there is no equipment on site, but they will install
29 lighting as equipment arrives. Manager Healy said the city has installed two lights
30 on the backside of the building along Morton Avenue and two lights leading up to
31 the sidewalk in the back of the building.

32 * Councilwoman DeWitt asked when there are any further issues with the city
33 building/construction site to please inform council members.

34 * Councilman Wood said, concerning the Owner's Representative, City Manager
35 Healy seems to be pleased with JD&E. Manager Healy went on to say JD&E
36 supplies a daily report to him and can't say enough about this group of individuals.

37 * Councilman Wood asked if an employee had failed a drug test, does the city have
38 to offer them rehabilitation? Manager Healy said the city would offer the
39 employee rehabilitation first.

1 * Vice Mayor Wood-Shaw noted the last two times city council has given
2 employees raises, both times the public works employees were the employees that
3 reached out to council to thank them for issuing those increases or days off.

4 * Mayor Hunt congratulated all of the employees for receiving the recognition
5 award.

6
7 **OLD BUSINESS:**

8
9 **Other Items to be Discussed by Council.**

10 * Vice Mayor Wood-Shaw reminded everyone of the Christmas on the Avenue
11 event on December 17, 2022 from 5-8 p.m., all stations are free, train ride,
12 ornament and cookie decorating, horse & carriage rides, visits with Santa, balloon
13 animals and hot chocolate.

14 * Vice Mayor Wood-Shaw announced the Arts & Culture Christmas ornament's
15 are being sold at the Moundsville City Building. Choices of red and green at
16 \$15.00 each.

17 * Councilman Saunders asked for update on the property located on Thorn
18 Avenue. Manager Healy said there were no updates. Manager Healy asked City
19 Attorney White to check on the property.

20 * Councilman Wood asked Manager Healy to schedule a Manager's Workshop
21 with the Building Inspectors to discuss dilapidated properties.

22 * Councilman Wood asked for an update on the demolition grant. Manager Healy
23 said the city now has to resolve the owner issues on two of the seven houses before
24 putting them out to bid. Alternatively, the city can find two more houses to take
25 the place of the two in question.

26 * Councilwoman Hickman thanked whoever is posting information to the City's
27 Facebook page concerning city ordinances and/or issues. Since the Facebook post
28 on feeding feral cats, loose cats & dogs, residents in her neighborhood have taken
29 action concerning those issues.

30
31 **NEW BUSINESS:**

32
33 **Discussion and Approval of a Resolution Authorizing the City Manager to
34 Apply for a Land and Water Grant for Riverfront Park Renovation.**

35 Councilman Chamberlain moved to authorize the City Manager to apply for a
36 Land & Water Grant, seconded by Councilman Wood. Motion carried
37 unanimously.

1 **Discussion and Approval of a Recommendation from the Planning**
2 **Commission for a Zone Change at 1417 Twelfth Street from R-2 to C-1.**
3 **Approval would Authorize City Attorney to Prepare Ordinance.**

4 Councilman Saunders moved to direct the City Attorney to draft a zone change
5 ordinance for 1417 Twelfth Street, seconded by Councilman Chamberlain. Motion
6 carried unanimously.

7
8 **Discussion and Award of Bid to Quality Buildings, LLC, for Construction of a**
9 **Vehicle Storage Bay for the Street Department; in the Amount of \$124,720.00.**

10 Councilman Chamberlain moved to award the bid to Quality Buildings in the
11 amount of \$124,720.00, seconded by Councilman Saunders. Motion carried
12 unanimously.

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

15 * Councilman Chamberlain asked if Manager Healy and Parks Director White had
16 something in mind to submit to the Marshall County Coal Severance Grant?

17 Manager Healy said he will speak with Director White about the grant.

18 * Vice Mayor Wood-Shaw asked if it would be feasible to use our 1% Demo fund to
19 demolish the Baker Avenue property? Manager Healy said he would look into to
20 that.

21 * Vice Mayor Wood-Shaw asked if the city could enter some of the dilapidated
22 mobile homes into the demolition grant? Manager Healy said trailer and mobile
23 homes are not eligible for the grant.

24 * Vice Mayor Wood-Shaw moved to discuss at the policy committee meeting
25 adding two new members to the Moundsville Arts & Culture Commission,
26 seconded by Councilwoman DeWitt. Motion carried unanimously.

27
28 **Discussion of Personnel Matter.**

29 Councilwoman DeWitt moved to go into an executive session for personnel
30 matters after the regular meeting, seconded by Councilman Chamberlain. Motion
31 carried unanimously.

32
33 **MAYOR ITEMS:**

34 * Mayor Hunt received letters from Melinda Hull, Pat & Karen Games, Thomas
35 Jackson and the Marshall County Historical Society thanking City Council for the
36 Homeowners and Non-Profit ARP grant to repair their homes or facility.

37 Councilwoman DeWitt moved to receive and file the thank you letters, seconded
38 by Vice Mayor Wood-Shaw. Motion carried unanimously.

39 * Mayor Hunt read a letter from Pool Employee Helen Chalk thanking council for
40 the additional clothing allowance for employees.

1 * Mayor Hunt said she will be scheduling a workshop with the Employee
2 Retention & Recruitment Ad Hoc committee.

3
4 **COUNCIL ITEMS:**

5 * **Hickman** – Thanked all council member who sent in comments at the public
6 hearing for OVRTA. They are circulating a survey concerning bus service to
7 Moundsville. She will provide council the link to the site for the survey. Manager
8 Healy noted he placed the site on the City of Moundsville Facebook page.

9 Councilman Wood asked Manager Healy to explain the process for placing the bus
10 levy on the ballot. Manager Healy said if we were to get full bus service, placing
11 the levy on the ballot is what the city would have to do. However, OVRTA is
12 looking at implementing adding the route to WVU Reynolds, the WV DMV and
13 Kroger. If the city wants full service, the city would have to move toward a levy.

14 * **Saunders** – Asked if Manager Healy was able to figure out anything on the
15 property at 20 Elm Avenue? Manager Healy said everything was taken care of.

16
17 Vice Mayor Wood-Shaw moved to recess for 5 minutes before the executive
18 session, seconded by Councilwoman DeWitt. Motion carried unanimously.

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20 Meeting recessed at 7:16 p.m.

21 Meeting reconvened at 7:37 p.m.

22 Executive session began at 7:39 p.m.

23 Executive session recessed at 7:45 p.m.

24 Regular session reconvened at 7:45 p.m.

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26 Councilman Saunders moved to adjourn, seconded by Vice Mayor Wood-Shaw.
27 Motion carried unanimously.

28
29 Meeting adjourned at 7:45 p.m.

30
31
32 _____
33 Sondra J. Hewitt, City Clerk

32 _____
33 Judy Hunt, Mayor

