

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, SEPTEMBER 7, 2021**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on September 7, 2021 at 6:00 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: Chamberlain, DeWitt, Vice Mayor Hunt, Saunders, S. Wood and
13 Mayor David Wood. Absent: Wallace. Also present were City Manager Healy,
14 City Clerk Hewitt, Finance Director Ankrom, Secretary Scarbin, Chief Mitchell
15 and Attorney White.

16
17 **MINUTES:**

18 **Regular Council Meeting of August 17, 2021.**

19 Councilman Chamberlain moved to approve the minutes of the regular council
20 meeting of August 17, 2021, seconded by Vice Mayor Hunt. Motion carried
21 unanimously.

22
23 **GENERAL PUBLIC HEARING:**

24 * David Oakland, 701 11th Street said he was in favor of abandoning the alley
25 between 1026 & 1028 Morton Avenue but still had some concerns for the abandon
26 alleys behind his residence. He asked that council table the matter until issues can
27 be worked out.

28
29 * John Wilson, 1518 4th Street, complained of the abandoned house at 1516 4th
30 Street with grass a foot high, windows busted out and critters living under the
31 house.

32
33 * Bob Hill, 1028 Tomlinson Avenue, said he owns the property at 1028 Morton
34 Avenue and is in favor of the alley abandonment.

35
36 **MANAGER ITEMS:**

37 City Manager Healy provided the following report to council:

38
39 Personnel

- 1 • Interviews are scheduled for the Building Inspector Position, with hopes a
2 selection will be made next week.
- 3 • Errak Kurtzman was hired as a Probationary Firefighter Department
4 applicant, bringing the department to four people. Another test is being
5 scheduled.
- 6 • The Police Department is also scheduling another testing.

7
8 1. I spoke to the Architect today. All additional plans for the changes to the
9 dispatch room have been completed, and the verbiage for the addendum is being
10 finalized to be submitted to the State Fire Marshal's Office. Tentative bid opening
11 date is September 16, at 1:30 PM.

12 2. AEP informed Parks & Recreation Director White that they will be on-site
13 Thursday morning to complete the electrical service. Once connected, Rain Drop
14 will be in to train Director White on operation, maintenance, and winterizing. Our
15 hope is that we can be open for a few weekends and evenings throughout
16 September. We will plan a huge grand opening event for Spring.

17 3. Community Day held on August 21 was a huge success. I'd like to personally
18 thank everyone who was involved in the planning, set-up, or worked at the event.
19 Our hope is that the event can grow even larger for 2022.

20 4. September looks like a busy month for events, with the Arts & Culture Movie
21 Night and Jefferson Friday scheduled. Also, the Parks & Recreation department is
22 holding a Music in the Park event on Saturday, September 25. One local
23 performer will lead off the event, with the headline band being the popular
24 bluegrass band Crandall Creek. We are still working out the details, but a free
25 concert at the Colt Baseball Field is another new event for Moundsville. Arts &
26 Culture also voted to make a contribution to this event. Mark your calendars for
27 all of these events – these things coupled with increased paving, upgraded
28 facilities, committed employees, are what is making Moundsville a great
29 progressive city. Thanks to everyone on board for this transformation.

30 5. With COVID numbers increasing again, I would ask Council to consider
31 implementing safety measures to keep our employees safe. Additionally, I am
32 asking all departments to revert back the early days when we all were more
33 cautious and worked hard to stay safe.

34 6. Remember our small businesses and restaurants are our backbone. Keep
35 supporting them. Another shutdown will cripple many of these, so if you choose
36 to not visit restaurants, please consider ordering takeout. They need our assistance.

1 Mayor D. Wood asked council member if they had questions for City Manager
2 Healy:
3 * Councilman Chamberlain asked if the parking lot adjacent to the Splash Pad was
4 scheduled to be resurfaced this fall? City Manager Healy said they've discussed a
5 couple of options. It would be very costly to resurface the whole lot but would be
6 his recommendation to place the parking lot on the city's paving program for 2022.
7 * Councilman Chamberlain asked for an update on the lights at East End. City
8 Manager Healy said the inspection of the lights have been rescheduled due to water
9 in the outfield and a lift has to be rented since the light poles are too high for our
10 bucket truck.
11 * Vice Mayor Hunt asked if Cherokee Drive has been scheduled for paving? City
12 Manager Healy reported the repairs for a sewer tap are close to being finished. As
13 soon as that is complete paving will resume on Highland Avenue & Cherokee
14 Drive.
15 * Vice Mayor Hunt said concerning the "Welcome" signs, she is in agreement with
16 the City Manager and Public Works Director for sign #1. She also said she
17 appreciates that work Director Stocklask has done to design the signs.
18 * Mayor D. Wood asked City Manager Healy if he instituted the mask mandate at
19 the City Building in 2020 or did council? Manager Healy said he instituted the
20 mandate but it was also mandated by Governor Justice. However, Governor
21 Justice is hesitant on instituting a mask mandate at this time. Marshall County
22 Health Department Director Tom Cook said he does not anticipate the Governor
23 implementing a mask mandate. Vice Mayor Hunt moved to place on the policy
24 agenda discussion of safety measures and mask mandate for the city building,
25 seconded by Councilwoman DeWitt. Motion carried unanimously.

26

27 **OLD BUSINESS:**

28

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

30 * Councilwoman DeWitt moved to discuss at the policy meeting the city's parking
31 ordinance, seconded by Councilwoman S. Wood. Councilwoman DeWitt said
32 received a complaint from a resident who is having trouble parking in front of their
33 home. Motion carried unanimously.

34 * Vice Mayor Hunt moved to discuss at the finance meeting a donation to
35 Appalachian Outreach Fall Fundraiser October 9, 2021, seconded by
36 Councilwoman DeWitt. Motion carried unanimously.

1 * Councilman Saunders reported people driving through the Sanford Center
2 parking lot.

3 * Mayor D. Wood asked if the demolition bids were advertised? Manager Healy
4 said they were and will be opened on the Thursday September 30, 2021.

5 * Councilwoman DeWitt asked if there was a fire call to the Sanford Center?
6 Manager Healy said something in the kitchen was smoking but everything was
7 under control.

8 * Councilwoman S. Wood announced Family Movie night at East End 9-11, free
9 candy, pop corn and drinks. Jefferson Fridays will be from 7-10 on September 17,
10 2021.

11

12 **NEW BUSINESS:**

13

14 **Discussion and Approval of an Ordinance for an Easement of Alley Between**
15 **1026 & 1028 Morton Avenue. (First Reading)**

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

18

19 **AN ORDINANCE VACATING, ABANDONING AND ANNULLING A**
20 **PORTION OF AN ALLEY BETWEEN 1026 & 1028 MORTON AVENUE IN**
21 **THE CITY OF MOUNDSVILLE. (SECOND READING)**

22 Councilman Chamberlain moved to approve the above ordinance, seconded by
23 Councilwoman S. Wood. Mayor D. Wood called for a voice vote. City Clerk
24 Hewitt announced the following tally. 6 yeas. Motion carried unanimously.

25

26 **Discussion and Approval of an Ordinance to Abandon Three Paper Alleys**
27 **Between Tomlinson Avenue & Morton Avenue. (First Reading)**

28 Attorney White read the following ordinance by title only to be passed by council
29 on first reading:

30

31 **AN ORDINANCE VACATING, ABANDONING AND ANNULLING**
32 **PORTIONS OF THREE ALLEYS IN THE 1100 BLOCK BETWEEN**
33 **TOMLINSON AND MORTON AVENUES IN THE CITY OF**
34 **MOUNDSVILLE. (FIRST READING)**

35 Councilman Chamberlain moved to table this ordinance, seconded by Vice Mayor
36 Hunt. Mayor D. Wood called for a voice vote. City Clerk Hewitt announced the
37 following tally. 5 yeas, 1 nay. Mayor D. Wood voting nay. Motion carried.

38

1 **Discussion and Approval of a Recommendation by the Moundsville Planning**
2 **Commission to Approve a Zone Change at 223 Elm Avenue from an “R-1”**
3 **Residential Single Family to “M” Mixed Use With Permitted Use for a Pizza**
4 **Shop (Direct the City Attorney to Draft a Zone Change Ordinance).**

5 Vice Mayor Hunt moved to direct the City Attorney to draft the zone change
6 ordinance, seconded by Councilwoman S. Wood. Motion carried unanimously.
7

8 **Discussion and Approval of a Recommendation by the Moundsville Planning**
9 **Commission to Approve a Blanket Zone Change to Make the C-1 Zone a**
10 **Permitted Use Zone to Allow the Use of Drive-Thru Restaurants. (Direct the**
11 **City Attorney to Draft a Zone Change Ordinance).**

12 Councilwoman S. Wood moved to direct the City Attorney to draft the zone
13 change ordinance, seconded by Councilwoman DeWitt. Motion carried
14 unanimously.
15

16 **Discussion and Approval of a Request from the Moundsville Water Board to**
17 **Approve a Bid for the Cleaning of Three (3) Wells that Supply Raw Water to**
18 **the Water Treatment Plant.**

19 Vice Mayor Hunt moved to approve the bid, seconded by Councilman
20 Chamberlain. Motion carried unanimously.
21

22 **Discussion and Approval of a Request for Bids Received by Moundsville**
23 **Water Board on the Materials for the Fostoria Bridge Waterline Relocation**
24 **Project.**

25 Councilwoman DeWitt moved to approve a bid by Totterdale Brothers Supply
26 Company Inc in the amount of \$51,594.00, seconded by Councilwoman S. Wood.
27 Motion carried unanimously.
28

29 **Other Items Discussed by Council.**

30 * Councilwoman DeWitt moved to discuss the parking ordinance at a policy
31 meeting, a resident is having trouble parking in front of her house, seconded by
32 Councilwoman S. Wood. Motion carried unanimously.

33 * Vice Mayor Hunt moved to discuss at a finance meeting the request of donating
34 \$50.00 to the annual Appalachian Outreach spring festival, seconded by
35 Councilwoman DeWitt. Motion carried unanimously.
36
37

1 **MAYOR ITEMS:**
2 Mayor D. Wood said items were already discussed that he was interested in
3 speaking about.

4
5 **COMMITTEE REPORTS:**

6 **Reports by the Finance Committee.**

7 The finance meeting will be held on September 14, 2021 at 5:00 p.m.

8 **Reports by the Traffic Committee.**

9 The traffic meeting will follow the finance meeting.

10 **Reports by the Policy Committee.**

11 The policy meeting will follow the traffic meeting.

12
13 **COUNCIL ITEMS:**

14 * **Chamberlain** – Asked City Manager Healy for updated of the city’s delinquent
15 accounts receivable figures.

16 * **S. Wood** – Asked City Manager Healy if the social media policy is on the sub
17 committee agenda? He affirmed it was.

18
19 Councilman Saunders moved to adjourn, seconded by Councilman Chamberlain.
20 Motion carried unanimously.

21
22 Meeting adjourned at 7:08 p.m.

23
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25 _____
26 Sondra J. Hewitt, City Clerk

David Wood, Mayor