

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

3  
4 The Council of the City of Moundsville met in Regular Session in the Council  
5 Chambers on August 1, 2022 at 6:00 P.M.

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

8  
9 Invocation by Councilman Chamberlain.

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

16  
17 **MINUTES:**

18  
19 **Regular Council Meeting of July 19, 2022.**

20 Councilman Saunders moved to approve the minutes of the regular council meeting  
21 of July 19, 2022, seconded by Vice-Mayor Wood-Shaw. Motion carried  
22 unanimously.

23  
24 **GENERAL PUBLIC HEARING:**

25  
26 **Presentation to Braden Whitelatch 2022 Boys Nation Recipient**

27 Braden Whitelatch was presented with a certificate of recognition by Mayor Hunt  
28 and City Council. Braden also spoke regarding his experience at Boys Nation.

29  
30 \*Denny Hall, 23 Oak Ave, asked questions regarding article 1767 Rental  
31 Registration Program. He asked if the reinspection fee included home owners? Mr.  
32 Hall also asked if the program includes land contracts, rent-to-own, and commercial  
33 properties?

34 \*Margaret Brown, 315 S. Highland, owns three rentals. She had questions  
35 concerning Rental Registration Program.

36 \*Joe Parriott of Moundsville suggested revitalizing old structures on Jefferson  
37 Avenue to use for the new city building. Suggested beautifying Rt 250 from Glen  
38 Dale to Jefferson Avenue. Suggested relocating utilities from the street to the alley.

39 \*Jessica Corey, 435 Clinton Ave Rear, discussed homelessness, affordable housing,  
40 mental illness, and inability to find viable employment. Questioned where she could

1 turn for assistance.

2  
3 **CITY MANAGER ITEMS:**

4  
5 **Report on Progress of New Municipal Building**

6 City Manager Healy provided the following update:

7 1. I met with the Vice President of &Build and the Project Manager last week to  
8 discuss the relationship that we will have. The VP noted the company is building  
9 the Fire Station and renovating the Wheeling-Pittsburgh Steel Office Building into  
10 apartments. The Project Manager just completed a \$40 million athletic complex  
11 near Cincinnati, OH. The first step after contract signing will be to set up a safety  
12 meeting, including Chiefs Mitchell and Brandon. This will allow them to design  
13 their safety barriers and overall site plans. They also expressed an interest in  
14 community involvement and may very well be assisting at the Back-to-School event  
15 this week.

16 2. Crews started marketing the bonds this morning, and they will have final pricing  
17 Thursday morning. A quick pricing call will take place on Thursday afternoon, and  
18 the bond closing is scheduled for August 18th. We will most likely schedule the  
19 Pre-Construction Conference for the afternoon on the 18th.

20 3. Of the two "Requests for Qualifications" sent for the Owner's Representative  
21 position, only one responded. They have declined due to limits of their staff. An  
22 advertisement could be the next step to try and secure someone for this position. A  
23 preliminary cost number seemed to be well over what I think should be budgeted for  
24 this position. I have consulted with Christina Schessler at McKinley, who will try  
25 to get some names of competent independent people who have done Clerk of the  
26 Works jobs in the past. More to come on that soon.

27 4. I am also putting together a ceremonial groundbreaking event. I will have more  
28 information on that next week.

29  
30 **Appointments to the Planning Commission**

31 City Manager Healy re-appointed David Bougher and Gary Goode.

32  
33 **City Manager Healy Provided the Following Report to Council.**

34 **Personnel**

- 35 • Fire Department will be testing on August 8th and 9th.

36  
37 1. The American Rescue Plan programs are in place, and as of last Friday, we have  
38 approved nine Homeowner Grants totaling \$42,329.42, four Non-Profit Grants  
39 totaling \$20,000.00, and three Business Grants totaling \$15,000.00. We have many  
40 Homeowner applications at different levels of approval and expect the allotted

1 \$200,000 to be used quickly. All of these applications are available at the City  
2 Clerk's Office and on our website. Thank you to Vice-Mayor Wood-Shaw who  
3 assisted residents with applications this past Friday. I would encourage Moundsville  
4 businesses to contact us and apply.

5 2. The application for the 2023 cycle of the DEP Recycling Grant has been  
6 submitted. The program design is to continue with mixed paper and cardboard  
7 collection as current but add a second collection day. Also, mixed glass will be  
8 added to the collection system. Statistics on the drop-off program from January to  
9 the end of May 2022 include a total of 951 vehicles through, averaging 48 per week.  
10 The total dropped off during that time is 12.94 tons (25,880 pounds), averaging 27  
11 pounds per vehicle.

12 3. As you have noticed, the 2022 Paving Program has started. Streets have been  
13 milled and a base coat applied. I also had the intersection of 4th and Annadale  
14 milled, due to numerous and recent repairs.

15 4. Along with Mayor Hunt, I attended the Quarterly Meeting of the Belomar  
16 Regional Council last week. The Board was informed of the activities of all three  
17 departments. Of interest was the large number of project that the Management  
18 Services Department is working on currently. The four counties that make up our  
19 region are very busy with improvements.

20 5. The West Virginia Firefighters Association will be holding their Annual  
21 Conference next week, hosted by the Marshall County Firefighters. Glen Dale  
22 VFD's Chief Rich Schoene has been working with me for quite a few months  
23 regarding this event. While all training and meetings will be taking place at John  
24 Marshall, all of the social events will be held at Riverfront Park. The event begins  
25 with a parade from John Marshall to Riverfront Park starting at 6:30 PM. I will be  
26 attending that first event and giving a short welcome to everyone, on behalf of the  
27 city. The Guest House, Sleep Inn, and Holiday Inn Express all had rooms blocked  
28 for the guests. Events like this bring a lot of people to the area, who all spend money  
29 while they are here. As a thank you, the city is offering free swimming at Four  
30 Seasons Pool to the guests and their children during their stay. I would like to thank  
31 the group, and especially Chief Schoene for using Moundsville!

32 6. Superintendent Stocklask, Working Foreman Wallace, and I met with Tony Clark  
33 last week at the Extension intersection to discuss the exact placement of the new  
34 welcome sign. That is the last of the three new signs to be erected. After the  
35 installation, we will work with AEP to have an electric drop installed for lighting at  
36 the Route 2 southbound sign.

37 7. The Water Treatment Plant has been nominated for the West Virginia Water  
38 Treatment Plant of the Year. This prestigious award will be given at the Rural Water  
39 Conference next month. Regardless of the outcome, the nomination is a high honor,  
40 and shows the respect that the Moundsville Water System has statewide!

1 8. The Pre-Construction Conference for the Fostoria Avenue Bridge Utility  
2 Relocation Project is Monday, August 8, at 10:00 AM, in Council Chambers. Work  
3 will begin following.

4 9. The Regional Hazard Mitigation Plan prepared by Belomar Regional Council is  
5 in the final draft phase and is available for viewing on the Belomar website. County  
6 Public Hearings will be held, with the local hearing on Tuesday, August 9, 2022,  
7 from 9 AM to 12 PM in the Marshall County Courthouse County Commission  
8 Room.

9 10. There has been a delay in the rental bicycle program due to a shortage of some  
10 equipment on the bikes, as well as the stickers still not being received. The software  
11 system needs one more step to complete it, so my hope is that we can have everything  
12 up and running sometime this month.

13 11. As everyone knows, many of Council and I will be attending the West Virginia  
14 Municipal League Conference in Morgantown starting tomorrow. One work session  
15 related to the new sales tax process with dilapidated properties and another dealing  
16 with land banks are two sessions that I expect to be busy. I, likewise, have high  
17 interest in both of them.

18 12. Openings still remain on the Board of Zoning Appeals, Historic Landmarks, and  
19 the Building Commission. Please reach out to anyone that you think may be  
20 interested in applying and ask them to contact me.

21  
22 \*Mayor Hunt said the visit to the water plant was an unannounced visit and  
23 congratulations for the nomination.

24 \*Councilman Wood asked how we advertise for the owner's representative position.  
25 Councilman Chamberlain suggested the City Manager reach out to Mike Price. City  
26 Manager Healy advised he would place the discussion of the owner's representative  
27 on the finance sub-committee agenda for August.

28 \*Vice-Mayor Wood-Shaw asked when the glass recycling will start. City Manager  
29 Healy said the agreement is on the agenda for tonight.

30 \*Councilman Wood asked if there is a training planned for Board of Zoning Appeals  
31 and Planning Commission? City Manager Healy said he would send the information  
32 to City Council.

33

### 34 **OLD BUSINESS:**

### 35 36 **Discussion and Approval of an Ordinance Concerning a Rental Registration** 37 **Program. (Second Reading)**

38 Attorney White read the following ordinance by title only to be passed by council  
39 on second and final reading

40

1 AN ORDINANCE OF THE CITY OF MOUNDSVILLE TO ENACT  
2 ARTICLE 1767 OF THE MOUNDSVILLE CITY CODE PROVIDING FOR  
3 A RENTAL HOUSING REGISTRATION PROGRAM; PROVIDING FOR  
4 INSPECTIONS OF RENTAL PROPERTY; REQUIRING CERTIFICATES  
5 OF USE AND OCCUPANCY IN ORDER TO RENT RESIDENTIAL  
6 PROPERTY; AND PROVIDING PENALTIES FOR VIOLATIONS  
7 THEREOF. (SECOND READING)

8 Councilman Wood moved to approve the rental registration program ordinance,  
9 seconded by Councilman Chamberlain

10 City Attorney White noted owners that receive no income from the unit are exempt.  
11 Councilman Wood mentioned this ordinance is a step in the right direction.

12 Vice-Mayor Wood-Shaw confirmed once a property has its certification, it's good  
13 for three years.

14 City Attorney White noted this is designed for health and safety items only and  
15 houses that are uninhabitable.

16 Mayor Hunt Called for a voice vote. Secretary Scarbin announced the following  
17 tally. 6 yeas. Motion carried unanimously.

18  
19 **Other Items to be Discussed by Council.**

20 \*Vice-Mayor Wood-Shaw provided an update on Arts & Culture events. The July  
21 Jefferson Friday had over 900 people in attendance. The next movie night is August  
22 13<sup>th</sup>. September 10<sup>th</sup> is the Appalachian Dinner at the Riverfront Park.

23 \*Vice-Mayor Wood-Shaw reported the Marshall County FRN met with non-profit  
24 agencies to help them complete the ARP Grant program application.

25 \*Vice-Mayor Wood-Shaw reported on sitting with citizens on Friday July 29<sup>th</sup> from  
26 10:30am – 1:30pm to help them complete the ARP Homeowner Repair Grant  
27 program application.

28 \*Councilman Saunders asked about three different locations with nuisance issues.  
29 City Manager provided an update.

30 \*Councilman Wood asked if they could talk about the second ARP funding  
31 allocations at the August finance sub-committee meeting? City Manager Healy said  
32 he would add it to the agenda.

33 \*Councilman Wood asked for an update on the demo grant. City Manager Healy  
34 said there were delays on Belomar's end and hopes to have an update within a few  
35 days.

36 \*Councilman Saunders asked about the status of the Tenth Street loading sign. City  
37 Manager Healy advised it was on the agenda for this evening.

38 \*Councilman Chamberlain commented the Welcome to Moundsville signs look  
39 great. Thanked everyone involved.

40 \*Councilman Chamberlain asked to keep former Councilperson Remke in their

1 prayers as he's still recovering from surgery.

2  
3 **NEW BUSINESS:**

4  
5 **Discussion and Approval of a Real Property Lease Renewal Agreement**  
6 **Between the City of Moundsville and Mountaineer Gas Company for City**  
7 **Property Located at First Street & Tomlinson Avenue.**

8 City Manager Healy advised City Council this was a renewal of a contract that  
9 originated in 1969.

10 Councilman Wood moved to approve the renewal agreement, seconded by  
11 Councilman Chamberlain. Motion carried unanimously.

12  
13 **Discussion and Approval of an Agreement Between the City of Moundsville and**  
14 **CAP Glass for Recycling Glass Collection in the City of Moundsville.**

15 Councilman Saunders moved to approve the agreement, seconded by Councilman  
16 Chamberlain. Motion carried unanimously.

17  
18 **Discussion and Approval of Installing Two Patron Loading and Unloading**  
19 **Signs in front of 510 10th Street.**

20 Councilman Saunders moved to approve the two signs, seconded by Vice-Mayor  
21 Wood-Shaw. Motion carried unanimously.

22  
23 **Receive and File the 2022-2023 Sanitary Board General Fund Budget.**

24 Vice-Mayor Wood-Shaw moved to receive and file the 2022-2023 Sanitary Board  
25 General Fund Budget, seconded by Councilwoman DeWitt. Motion carried  
26 unanimously.

27  
28 **Receive and File the 2022-2023 Stormwater Board General Fund Budget.**

29 Councilman Chamberlain moved to receive and file the 2022-2023 Stormwater  
30 Board General Fund Budget, seconded by Councilwoman DeWitt. Motion carried  
31 unanimously.

32  
33 **Discussion and Approval of an Ordinance Amending the Existing Sanitary**  
34 **Rate Schedule. (First Reading)**

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

37  
38 **AN ORDINANCE OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA**  
39 **AMENDING THE EXISTING RATE SCHEDULES FOR THE SANITARY**  
40 **DEPARTMENT OF THE CITY OF MOUNDSVILLE, WEST VIRGINIA**

1 **(FIRST READING)**

2 Attorney Jim Kelsh from Bowles Rice explained the rate increase is 25% across the  
3 board. The rate increase will result in an average of \$6.46 increase to citizens. Also  
4 noted Moundsville will still be in the bottom 20% of rates for West Virginia. This  
5 will result in an additional \$227,000.00 income to the board.

6 Councilman Chamberlain asked if the employees received the same 5% raise? City  
7 Manager Healy confirmed they did.

8 Vice-Mayor Wood-Shaw moved to approve the amended rate schedule for the  
9 Sanitary Department ordinance, seconded by Councilman Wood. Mayor Hunt  
10 Called for a voice vote. Secretary Scarbin announced the following tally. 6 yeas.  
11 Motion carried unanimously.

12  
13 **Discussion of Personnel Matters.**

14 Councilman Wood moved to go into executive session at the end of the meeting,  
15 seconded by Councilman Chamberlain. Vice Mayor asked for a voice vote.  
16 Secretary Scarbin announced the following tally. 5 yeas. 1 nay. Councilman  
17 Saunders voting nay. Motion passed.

18  
19 **Other Items to be Discussed by Council.**

20 Councilman Wood mentioned hearing there was a settlement from the opioid case.  
21 Manager Healy said he would check with Gold Khourey & Turak.

22  
23 **MAYOR ITEMS:**

24 \*Mayor Hunt read two thank you letters from Frame and Fortunes and The Unity  
25 Center for the ARP Grants received. Councilwoman DeWitt moved to receive and  
26 file. Seconded by Vice-Mayor Wood-Shaw. Motion carried unanimously.

27 \*Mayor Hunt reported attending the Belomar quarterly meeting.

28 \*Mayor Hunt reported she will be attending the WVML Conference and is glad to  
29 represent Moundsville as Mayor.

30 \*Mayor Hunt thanked Vice-Mayor Wood-Shaw for helping citizens complete the  
31 homeowner repair grant application.

32 \*Mayor Hunt stated she loves the business spotlight series on the city's Facebook  
33 page.

34 \*Mayor Hunt commented the pickleball court looks great. City Manager Healy  
35 stated there will be a pickleball clinic every Sunday at 7:00 PM.

36 \*Mayor Hunt stated the paving project is progressing well.

37  
38  
39  
40 **COUNCIL ITEMS:**

1 \*Councilman Chamberlain asked for an update on the lighting project at East End  
2 Bronco Field. City Manager Healy said the bid will be advertised in the papers on  
3 August 5<sup>th</sup> and 12<sup>th</sup>.

4  
5 Council recessed at 7:43 P.M., for a 5-minute break before Executive Session.

6  
7 Meeting reconvened at 7:50 P.M.

8 Executive session began at 7:50 P.M.

9 Executive session recessed at 8:09 P.M.

10 Meeting reconvened at 8:09 P.M.

11  
12 Councilwoman DeWitt moved to adjourn, seconded by Councilman Chamberlain.  
13 Motion carried unanimously.

14  
15 Meeting adjourned at 8:10 P.M.

16  
17 \_\_\_\_\_  
18 Kimberly Scarbin, Secretary

\_\_\_\_\_

Judy Hunt, Mayor