

1 **STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF**
2 **MOUNDSVILLE, MAY 18, 2021**

3
4 The Council of the City of Moundsville met in Regular Session in the Council
5 Chambers on May 18, 2021 at 7:00 p.m.

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

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, Saunders, Wallace, S. Wood and Mayor David
13 Wood. Absent: Vice Mayor Hunt. Also present were City Manager Healy, City
14 Clerk Hewitt, Finance Director Ankrom, Secretary Scarbin, Cpl. Crow and
15 Attorney White.

16
17 **MINUTES:**

18
19 **Regular Council Meeting of May 4, 2021.**

20 Councilman Saunders moved to approve the minutes of the regular council
21 meeting of May 4, 2021, seconded by Councilwoman DeWitt. Motion carried
22 unanimously.

23
24 **PUBLIC HEARING:**

25 Mayor D. Wood announced anyone in the audience wishing to address council
26 concerning the Bond Issue may speak for 5 minutes. There were no comments
27 from the audience, Councilman Saunders moved to close the public hearing,
28 seconded by Councilwoman S. Wood. Motion carried unanimously.

29
30 **GENERAL PUBLIC HEARING:**

31 * Carl Boso, 305 10th Street, said he received a letter from the City Manager
32 concerning the issues he spoke about at the last council meeting. He said he spoke
33 to the former City Manager who didn't have any knowledge of the camper issue.
34 He said he doesn't believe that police are patrolling on 10th Street and feels if
35 council members don't answer his questions, they should be fired.

36
37 * Dave Rickman, 2105 4th Street, said even though council amended the
38 Stormwater Increase ordinance from \$7.50 to \$5.00, he doesn't feel the landlords
39 should be responsible for collecting on their rental property. He feels the city is
40

1 using the landlords as bill collectors. He asked council to reconsider collecting the
2 fee.

3
4 **CITY MANAGER ITEMS:**

5
6 **Appointment to the Moundsville Housing Authority Board.**

7 City Manager Healy appointed Taylor Shepard to the Moundsville Housing
8 Authority Board.

9
10 City Manager Healy provided the following report to council:

11 **Personnel**

- 12 • One addition has been made. Jonnie Robinson has been hired as a part-time
13 dispatcher in the Police Department. Jonnie has 17 years' experience as a
14 dispatcher for the West Virginia State Police. She started her employment
15 with the city last week.
- 16 • Due to a voluntary resignation, we have one full-time opening in the Street
17 Department, and also are accepting applications for summer help in the same
18 department. Applications are due before June 2 at 3:00 PM.

19 1. Municipal Building Update - The third and final reading of the bond ordinance
20 is on the agenda this evening. McKinley is completing some minor interior design
21 changes and await the decision of Council on the options for demo that we will
22 discuss later tonight. Hopefully, we will have plans ready to go to advertisement
23 within the next two weeks.

24 2. The US Treasury Department released final guidelines for the American Rescue
25 Plan at the end of last week. I will be distributing the guidance to Council, along
26 with a FAQ sheet. I would suggest that we all read this and develop any questions
27 that are not clearly answered in the guidance. After we get answers to those, I
28 would schedule a Manager's Workshop to discuss possible uses for the funding.
29 Tomorrow, the Mayor and I will attend a workshop for Regions 10 & 11, where
30 WV Treasurer McCuskey will be in attendance and Senator Manchin will be
31 joining virtually. There is hope that we may be able to get clearer guidance at this
32 meeting.

33 3. My report on the Billing Task Force is approximately 70% complete. It should
34 be available to present to Council and the Boards at their next meetings.

35 4. The bid opening for the paving project is scheduled for next Wednesday. Three
36 paving contractors have picked up bid packages so far.

37 5. The shower stalls that were delayed have been received and the new epoxy
38 floor has been installed. There is some delay in the drying process due to the
39 humidity, but the contractor expects to complete everything by mid to end of next

1 week.

2 6. Site prep has started for the Splash Pad. The retaining wall was started today,
3 and the tank, originally scheduled for shipment last week, has been delayed one
4 week. Completion is still targeted for mid to late July.

5 7. New “Please No Littering – Keep Moundsville Clean” signs have been made
6 and installed at East End. One additional heavy-duty trash can has also been
7 ordered and will be installed near the playground.

8 8. The paving around the playground as part of the Active WV grant will be done
9 tomorrow. After that is complete, we will schedule a day with the WV Extension
10 Office to paint the activity markings on the pavement.

11 9. Another Little Free Library has been installed at the Park View Playground.
12 Reminder that books are always accepted at the Four Seasons Pool to fill these
13 libraries.

14 10. The committee charged with completing the 5-G process to select an
15 engineering firm for basic services has completed the first level of duties after
16 scoring the proposals. The three firms selected to be interviewed are Burgess &
17 Niple, Civil & Environmental Consultants, and the Thrasher Group. Those
18 interviews will most likely happen the first week of June.

19 11. Last Monday, Parks & Recreation Director John White met with five members
20 of the group “The Boys of Summer”. This group was formed in 2008 and was
21 comprised of individuals who played youth baseball in Moundsville in the late
22 fifties and early sixties. This group decided to disband and wanted the money left
23 in their account to be used at East End Park, to our discretion. When Director
24 White and I told them of our hope to put electronic scoreboards up, they excitedly
25 and graciously donated over \$5,700 to that cause. At our meeting, they talked of
26 the “old days” in Moundsville and are so happy to see the improvements in
27 Moundsville and at East End especially. Our thanks go out to Jim Heath, Pete
28 Prettyman, Don Yost, Colin Simmons, and Jim Cochran, who were all here for the
29 presentation, and all the members who donated over the last thirteen years.
30 Subsequently, we received two personal donations, as well. Thanks again to the
31 Boys of Summer for this generous donation. This will go a long way to our goal of
32 providing two high quality baseball fields that will be worthy of traveling
33 tournament play.

34 12. Since our opening a few weeks ago, there has been an increase in number of
35 vehicles coming to the Recycling Center. Reminder that mixed papers and
36 cardboard are taken every Saturday morning from 8 AM – Noon. This past week,
37 there were 22 vehicles, of which 14 were first time visitors. Coordinator David
38 Bougher is handing brochures to all vehicles, with repeat visitors asking for more
39 fliers to distribute. After meeting with Dave, and hearing some of his ideas, I
40 expect this program to grow dramatically. Many are asking about the next level,

1 involving glass and plastic. We plan to take this slow, but absolutely have those
2 plans in the future.

3 13. Continue to patronize our small businesses and restaurants in the city.
4

5 **OLD BUSINESS:**
6

7 **Discussion and Approval of an Ordinance Authorizing and Approving the**
8 **Acquisition, Construction, Improvement, Furnishing and Equipping of the**
9 **Property for a New Municipal Building. (Third and Final Reading)**
10

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

14 **AN ORDINANCE AUTHORIZING AND APPROVING THE**
15 **ACQUISITION, CONSTRUCTION, IMPROVEMENT, FURNISHING AND**
16 **EQUIPPING OF PROPERTY TO BE CONVEYED BY THE CITY OF**
17 **MOUNDSVILLE (THE "CITY") TO THE CITY OF MOUNDSVILLE**
18 **BUILDING COMMISSION FOR USE AS A CITY HALL/PUBLIC SAFETY**
19 **BUILDING BY THE CITY AND THE ISSUANCE BY THE BUILDING**
20 **COMMISSION OF ITS LEASE REVENUE BONDS, IN ONE OR MORE**
21 **SERIES, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED**
22 **\$9,500,000.00 TO FINANCE THE COSTS THEREOF, THE FUNDING OF A**
23 **DEBT SERVICE RESERVE FUND FOR THE BONDS, IF REQUIRED, AND**
24 **THE PAYMENT OF COSTS OF ISSUANCE OF THE BONDS AND**
25 **RELATED COSTS. AUTHORIZING AND APPROVING THE**
26 **CONVEYANCE OF ALL REAL AND PERSONAL PROPERTY**
27 **CONSTITUTING THE SITES OF THE PROPOSED CITY HALL / PUBLIC**
28 **SAFETY BUILDING WITH ALL BUILDINGS, IMPROVEMENTS,**
29 **FIXTURES, EQUIPMENT, RIGHTS OF WAY AND APPURTENANCES**
30 **ASSOCIATED THEREWITH BY THE CITY TO THE BUILDING**
31 **COMMISSION; AUTHORIZING THE LEASING OF THE SITES OF THE**
32 **PROPOSED CITY HALL / PUBLIC SAFETY BUILDING TOGETHER**
33 **WITH ALL BUILDINGS, IMPROVEMENTS, FIXTURES, EQUIPMENT,**
34 **RIGHTS OF WAY AND APPURTENANCES ASSOCIATED THEREWITH**
35 **BY THE CITY FROM THE BUILDING COMMISSION PURSUANT TO A**
36 **LEASE AGREEMENT TO BE EXECUTED AND DELIVERED BY THE**
37 **MAYOR OF THE CITY; AUTHORIZING THE EXECUTION AND**
38 **DELIVERY BY THE MAYOR OF THE CITY OF A CONTINUING**
39 **DISCLOSURE AGREEMENT, A PRELIMINARY OFFICIAL**
40 **STATEMENT, AN OFFICIAL STATEMENT AND A BOND PURCHASE**

1 **AGREEMENT AMONG THE CITY, THE BUILDING COMMISSION, AND**
2 **THE UNDERWRITER FOR THE BONDS; APPROVING THE ADOPTION**
3 **BY THE CITY OF CONTINUING DISCLOSURE POLICIES AND**
4 **PROCEDURES WITH RESPECT TO THE CONTINUING DISCLOSURE**
5 **AGREEMENT TO BE EXECUTED BY THE CITY IN CONNECTION WITH**
6 **THE ISSUANCE OF THE BONDS; AND AUTHORIZING OTHER**
7 **NECESSARY ACTIONS IN CONNECTION WITH THE FOREGOING.**
8 **(THIRD AND FINAL READING)**

9 Councilman Chamberlain moved to approve the above Bond Ordinance, seconded
10 by Councilman Saunders. Mayor D. Wood called for a voice vote. City Clerk
11 Hewitt announced the following tally. 6 yeas. Motion carried unanimously.

12
13 **Discussion and Approval of an Ordinance Providing for a Stormwater Rate**
14 **Increase. (Second Reading)**

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

17
18 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
19 **WEST VIRGINIA, AMENDING THE CODE OF THE CITY OF**
20 **MOUNDSVILLE BY AMENDING AND REENACTING SECTION 922.05**
21 **AND 922.06 PROVIDING FOR INCREASED STORMWATER USER FEES**
22 **FOR NON-RESIDENTIAL PROPERTIES. (SECOND READING)**

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

27
28 **Discussion and Approval of an Ordinance Changing the Time of Council**
29 **Meetings. (Second and Final Reading)**

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

32
33 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF MOUNDSVILLE,**
34 **WEST VIRGINIA, CHANGING THE TIME OF COUNCIL MEETING**
35 **FROM 7:00 P.M. TO 6:00 P.M. ON THE FIRST AND THIRD TUESDAYS OF**
36 **EACH MONTH. (SECOND AND FINAL READING)**

37 Councilwoman DeWitt moved to approve the above ordinance, seconded by
38 Councilwoman S. Wood. Mayor D. Wood called for a voice vote. City Clerk Hewitt
39 announced the following tally. 5 yeas, 1 nay. Saunders voting nay. Motion carried.

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

2 * Councilman Saunders asked if citizens are permitted to leave boats/trailers
3 parked on the street? Corporal Crow advised boat/trailers must be attached to a
4 vehicle while parked on the street.
5

6 **NEW BUSINESS:**

7 **Discussion and Approval of a Moundsville Marina Lease Agreement Between**
8 **the City of Moundsville and Mr. Will Windsheimer for 15 years, 6 month**
9 **cancellation clause, and repair or removal of the 12X18 building at \$1,000.00**
10 **annually.**

11 Councilman Saunders moved to approve the Moundsville Marina Lease Agreement
12 with Mr. Will Windsheimer, seconded by Councilman Chamberlain. Mayor D.
13 Wood called for a voice vote. City Clerk Hewitt announced the following tally. 6
14 yeas. Motion carried unanimously.
15

16 **Discussion and Approval to Hire an Owners Representative During**
17 **Construction of Proposed Municipal Building.**

18 Councilman Chamberlain moved to authorize the City Manager to hire an Owner's
19 Representative and proceed with the construction process, seconded by
20 Councilwoman S. Wood. Mayor D. Wood called for a voice vote. City Clerk Hewitt
21 announced the following tally. 6 yeas. Motion carried unanimously.
22

23 **Discussion and Approval of City Building Demo Plan Option#1.**

24 Councilman Chamberlain moved to approve Option #1 for the City Demo Plan,
25 seconded by Councilwoman S. Wood. Motion carried unanimously.
26

27 **Discussion and Approval of a Donation to the Lupe Hewitt Memorial Golf**
28 **Scramble in the Amount of \$50.00.**

29 Councilman Saunders moved to approve a \$50.00 donation to the Lupe Hewitt
30 Memorial Golf Scramble, seconded by Councilwoman DeWitt. Motion carried
31 unanimously.
32

33 **Discussion and Approval of Closing Morton Avenue between 5th & 6th Street**
34 **and Allow Public Customer 15 Minute Parking on the North Side of 6th Street**
35 **Between Jefferson Avenue & Morton Avenue During Construction of the New**
36 **City Building.**

37 Councilwoman S. Wood moved to approve the above parking phase during
38 construction of the new city building, seconded by Councilman Chamberlain.
39 Motion carried unanimously.
40

1 **Discussion and Approval for a “No Thru Traffic” sign to be installed in the**
2 **alley between 1400 & 1500 blocks of 4th & 5th Street.**

3 Councilman Wallace moved to install a “No Thru Traffic” sign in the alley requested
4 and remove the speed limit signs, seconded by Councilwoman DeWitt. Motion
5 carried unanimously. (Councilman Wallace pointed out the city can not enforce the
6 “No Thru Traffic”).

7
8 **Appointment to the Moundsville Arts & Culture Commission.**

9 Councilwoman S. Wood said it is the Arts & Culture’s recommendation for Hilary
10 Stultz Wilson to be appointed to the commission. Councilman Chamberlain moved
11 to appoint Mrs. Wilson, seconded by Councilwoman DeWitt. Motion carried
12 unanimously.

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

15 * Councilman Wallace asked City Manager Healy to make contact with the other
16 individual who was interested in the Arts & Culture vacancy, maybe she would be
17 interested in serving on the Moundsville Building Commission.

18 * Councilman Wallace asked City Manager Healy when the Water Board’s request
19 for a portion of the Cares Act Fund was going to be discussed? Manager Healy said
20 the request will be on the finance sub-committee meeting in June. Councilman
21 Wallace also asked if the Fire Department’s request for additional funding for
22 equipment was going to be discussed as well? Councilwomen DeWitt and S. Wood
23 said the Fire Department will have to bring that request to council since the request
24 was from one individual.

25 * Councilman Wallace said the Water Board met with DOH Josh Norris who advised
26 bids to pave First Street are going out soon. The Water Department is asking for
27 funding from the city for half of the estimated cost for the First Street water line
28 project which is approximately \$400,000.00. They would like to get that project
29 done before DOH paves First Street in November or December.

30 * Councilman Chamberlain asked if the board was hoping to replace the First Street
31 water line before the state paves? Councilman Wallace said the board was ready to
32 borrow funds for that project but newly hired City Manager Healy, with the guidance
33 from bond counsel Steptoe & Johnson, said the Water Board should not be
34 borrowing money from a private bank but purchasing bonds. Therefore, City
35 Manager Healy would not sign the loan documents.

36 * Councilwoman S. Wood recommends Manager Healy schedule a workshop to
37 discuss the Care’s Act and American Rescue funds.

38 * Councilman Saunders reported a lot of people living in Moundsville with Ohio
39 plates. Attorney White said this is a Marshall County Assessor’s Office issue.

40 * Councilman Saunders reported some high grass issues.

1 **MAYOR ITEMS:**

2 * Mayor D. Wood asked for an update on the proposal for reconstruction of the Elm
3 Avenue bridge project? City Manager Healy said the original proposal is 80/20
4 match. And if the proposal is accepted we will ask for a 90/10 match as we did for
5 the Fostoria Avenue bridge project.

6 * Mayor D. Wood congratulated Brianna Hickman as the new Chairwoman for the
7 Moundsville Building Commission.

8 * Mayor D. Wood asked for an update on the Sanford Center. City Manager Healy
9 said he is waiting for the end of the financial statements to see where they stand and
10 we are waiting on the asbestos report.

11 * Mayor D. Wood commended Parks & Recreation Director White and Arts &
12 Culture Member Nick Healy for introducing T-ball players names over PA system
13 and playing the National Anthem. They will continue introductions at the East End
14 Bronco Field on Monday nights.

15 * Mayor D. Wood asked Councilwoman S. Wood for updates on the Arts & Culture
16 events. Councilwoman S. Wood announced the Arts & Culture Commission is
17 partnering with the Marshall County Chamber of Commerce for “Wonder Out
18 Wednesdays”. The first Wednesday in June, July and August will be live music and
19 food trucks, tables will be set up by the City of Moundsville from 11-2.

20 * Mayor D. Wood announced the first annual Special Needs Soap Box Derby
21 organized by former Councilman Phil Remke and his family will be held on
22 Saturday, May 22, 2021 at 10:00 a.m. Mr. Remke has challenged Mayor D. Wood
23 to a race.

24
25 **COMMITTEE REPORTS:**

26 **Reports by the Finance Committee.**

27 Councilman Chamberlain presented the finance report to council.

28 **Reports by the Traffic Committee.**

29 Councilman Saunders presented the traffic report to council.

30 **Reports by the Policy Committee.**

31 Councilwoman S. Wood had no policy reports for council.

32
33 **COUNCIL ITEMS:**

34 * **DeWitt** – Said she read on a post the soap box derby will be named the
35 “Christopher Remke Memorial Soap Box Derby”.

36 * Arts & Culture will have an activity table set up at the Soap Box Derby.

37 * **S. Wood** – Announced the Arts & Culture Commission will have a table set up at
38 the Soap Box Derby for children to paint wooden cars as well as paint cookies
39 provided by Councilwoman DeWitt.

40 * Asked how many applications we have been dropped off or submitted to

1 Belomar for the Covid Relief Grant program? City Manager Healy said we have
2 not received any at this time, but he will check with Natalie.
3 * Said the Arts & Culture is still soliciting recipes for the Appalachian Cookbook.
4 Copies can be emailed for dropped off at the City Building. They hope to get some
5 handwritten recipes as well.
6 * Councilwoman S. Wood asked for council’s blessings to further research “Post
7 Overdose Response Teams”. This is where a team member will meet with the
8 patient a week after an overdose incident to guide them to detox treatments and
9 other services. Councilwoman S. Wood will bring information back to council.
10 * **Chamberlain** – reported the road heading into the Valley Fork baseball fields is
11 in poor condition. City Manager Healy spoke with the President of the Fair Board,
12 who said she will speak with their renter.
13
14 Councilman Saunders moved to adjourn, seconded by Councilwoman DeWitt.
15 Motion carried unanimously.
16
17 Meeting adjourned at 8:35 p.m.
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19
20
21 _____
22 Sondra. J. Hewitt, City Clerk
23
24
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27
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29
30
31 _____
David Wood, Mayor