

CITY OF ROMNEY
ROMNEY, WEST VIRGINIA
DECEMBER 7, 2015

Mayor Hileman called to order the regular City of Romney Council Meeting December 7, 2015, at 7:00 p.m. and led the group in the Pledge of Allegiance followed with prayer by Councilman David Allen.

Roll Call:

Mayor Hileman: present	Councilman Allen: present
Recorder Keadle: present	Councilman Cannon: present
City Administrator Marsh: present	Councilman Duncan: present
City Clerk & Treasurer Colebank: present	Councilman Hott: present
City Chief Lambert: present	Councilman Rinker: present
Municipal Attorney Moreland: absent	Councilwoman Roberts: present

Mayor Hileman declared there to be a quorum.

- **Previous Minutes:** Motion to approve minutes of the Regular Council meeting of November 2, 2015, by Councilman Hott, second by Councilman Duncan. Motion carried.
- **Comments from Guests:** **Royce Saville**, President of Indian Mound Cemetery, addressed Council with his desire to purchase plots in the Cemetery owned by the "Corporation of Romney." He offered \$1000.00 for the plots transferred by a Quit Claim Deed, and more if transferred by a Warranty Deed. These plots are located in front of the Confederate Soldiers' graves. Mayor Hileman suggested that this request be postponed until the January 4, 2016, Council meeting when City Attorney Moreland will be present.
- **Communications:** (Copy of all communications available for review in the Business Office) City Administrator Dan Marsh commented on the following:
 - Municipal Sales, Service and Use Tax (1% Sales Tax)
 - Planning & Zoning – Amendments
 - Waste Water Treatment Plant – Certificate of Substantial Completion
 - Equipment Lease Information – NJPA & Bobcat
 - 2016 Street paving plan (preliminary)
- **Committee Reports:**
 - Ordinance: Cannon/Moreland – No Report
 - Sanitation: Rinker – Paving is complete around the Waste Water Treatment Plant
 - Streets: Roberts – No Report
 - Water: Allen – No Report
 - Finance: Duncan – No Report
 - Buildings: Hott – No Report
 - Attorney Moreland: No Report
 - Parks and Recreation: Dennis Morris – No Report
 - Romney Tree Board: Lynn DeVault – No Report
 - Animal Control Board: D. Marsh, Coordinator – The cat kennel has been installed at the Waste Water Treatment Plant; there is room for one dog.
 - Police Department: Chief Lambert reported on November police activity.
 - Romney Police Board: Mayor Hileman, Coordinator – New police cruiser received. Old vehicle will be sold.
 - Interconnector Report: D. Marsh – Average monthly year to date was 31,980 gallons; maximum this month was 46,120 gallons; minimum this month was 25,120 gallons. Total just under 300,000 gallons. This was a 14% increase over last month.
 - Water Leak Report: Three water leaks in November.

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- **Building Permits:** Report reviewed.
- **Consolidated Checking Report:** Payment of Bills (a complete copy of all invoices and vendor report information available for review in the Business Office). Motion by Councilwoman Roberts to approve payment of bills based on availability of funds with second by Councilman Hott. Motion Carried.
- **Overtime Report:** Reviewed and discussed. Higher because of November holidays.
- **Old Business:**
 - Municipal Sales, Service and Use Tax – (City 1% Sales Tax)
 - Planning and Zoning – Amendments – Ordinance Change

- **New Business:**

(a) **Ordinance:** Municipal Sales, Service and Use Tax. 3rd (final) Reading in Title Only. No one appeared for the public hearing on this Ordinance. Motion by Councilman Hott, second by Councilwoman Roberts. Roll call vote was:

Cannon – abstain	Allen - no
Hott – yes	Roberts – yes
Duncan – yes	Rinker – no

3rd Reading approved.

Mayor Hileman announced that this sales tax will go into effect on July 1, 2016. The 4 digit extension has been identified and ready to be sent to Charleston.

(b) **Ordinance:** Amendments to Romney Planning and Zoning Ordinance. 1st and 2nd Reading. First Reading (Title Only): Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried. Second Reading (in entirety). Motion by Councilman Allen, second by Councilman Duncan. Motion carried.

(c) **Resolution:** Authorization to fully execute the Rural Business & Cooperative Service Grant Agreement. This is for the Co-op Building, the City will act as the fiduciary agent for this Grant. The City of Romney will have nothing to do with the day to day operations. Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried.

(d) **Resolution:** Authorization to lease new equipment. a Bobcat Skid Steer Loader, for the public works department. Motion by Councilman Hott, second by Councilman Allen. Motion carried with one opposed.

(e) **Resolution:** Authorization to approve the following pay requisitions as related to phase II WWTP.

State Revolving Fund #C-544031 - \$50,069.68
IJDC Loan 2012S-1349 - \$134,328.02

Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried.

(f) **Motion:** To exclude parking violations for the month of December and until the first business day in January, 2016 (January 4, 2016). Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried with two in opposition.

Mayor and City Administrator Comments:

(a) Mayor's Report:

- a. Tomorrow (December 8, 2015) will be the City Employees Annual Holiday Luncheon at Main Street Grill at 1:00 p.m.
- b. City Administrator will report on street paving activity.
- c. The Waste Water Treatment Plant dedication is tentatively scheduled for April 22, 2016 (Earth Day).

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(b) Administrator's Report:

- a. WWTP Project Update – Blacktop has been finished
- b. Public Works and Water Update
 - i. Repaired 3 water leaks this month
 - ii. Temporary repairs to Cornwell Drive
 - iii. Patching work on Sioux, Grafton, Birch and Fairfax
 - iv. Ditch grading – Whippoorwill, Wirgman Hill, Gravel Lane, Depot Valley and Sioux. This is planned for an annual cycle.
 - v. Paving – North Bolton Street completed
 - vi. 2016 Street paving plan
 - vii. Water line replacements planned for the spring, then paving over top.

Councilman Hott moved to adjourn, second by Councilman Duncan. Motion carried.

Mayor, Daniel O. Hilleman

Recorder, Beverly C. Keadle