

CITY OF ROMNEY  
ROMNEY, WEST VIRGINIA  
JANUARY 4, 2016

Mayor Hileman called to order the regular City of Romney Council Meeting January 4, 2016, at 7:00 p.m. and led the group in the Pledge of Allegiance followed with prayer by Gary Smith.

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	Councilwoman Roberts: present
Municipal Attorney Moreland: present	

Mayor Hileman declared there to be a quorum.

- Mayor Hileman nominated Gary Smith to replace Councilman Rinker, who resigned effective December 9, 2015.  
**Motion** by Councilman Hott, second by Councilman Allen to seat Gary Smith to fill Councilman Rinker’s unexpired term ending June 30, 2017. Motion carried. Mr. Smith was seated at the Council Table.
- **Previous Minutes:** Motion to approve minutes of the Regular Council meeting of December 7, 2015, by Councilwoman Roberts, second by Councilman Hott. 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. These plots are located to the north of the Confederate Monument and in front of the Confederate Soldiers’ graves. Mr. Saville stated that the Historic Landmarks Commission had no opposition to his purchase.  
**Motion** by Councilman Duncan, second by Councilman Hott, to sell two plots by Quit Claim Deed to Royce Saville in return for \$1000.00. Roll call vote:

Mr. Cannon	No	Mr. Hott	Yes
Mr. Duncan	No	Mr. Allen	Abstain
Ms. Roberts	Yes	Mr. Smith	Yes

Motion carried.

- **Communications:** (Copy of all communications available for review in the Business Office) City Administrator Dan Marsh commented on the following:

- Planning & Zoning – Amendments
- Council member resignation
- WV State Tax Department – Municipal Sales & Service Tax
- Hampshire Review – Water leak article
- WV Code 8-6-5 Annexation by Minor Boundary Adjustment

- **Committee Reports:**  
Ordinance: Cannon/Moreland – No Report  
Sanitation: – No Report  
Streets: Roberts – No Report  
Water: Allen – No Report  
Finance: Duncan – No Report

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Buildings: Hott – Two buildings will be given to Stacy for consideration by the Municipal Judge. Marathon Place burned out property has until April or May of this year to clean up property. We could consider the trash as a problem around this property.

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 moved inside the old office building at the Waste Water Treatment Plant.

Police Department: Chief Lambert reported on December police activity.

Romney Police Board: Mayor Hileman, Coordinator – Police Board met today, with no major incidents reported during the holiday season.

Interconnector Report: D. Marsh – Not yet received.

- **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 Councilman Cannon to approve payment of bills based on availability of funds with second by Councilman Hott. Motion Carried.
- **Overtime Report:** Reviewed and discussed. Normal seasonal overtime.
- **Old Business:**
  - Planning and Zoning – Amendments
- **New Business:**
  - (a) **New Councilman seated.** Mr. Smith fills the unexpired term of Mr. Rinker.
  - (b) **Ordinance:** Amendments to Romney Planning and Zoning Ordinance. Third and final reading (by title only). Motion by Councilwoman Roberts, second by Councilman Hott. Motion carried.
  - (c) **Resolution:** Authorization to purchase a dump trailer for sludge removal at the Waste Water Treatment Plant in the amount of \$4723.00. Motion by Councilman Allen, second by Councilman Duncan. Motion carried.
  - (d) **Resolution:** Authorization to extend the temporary public works employee contract through June 30, 2016. Position will fulfill staffing needs in Water, Sewer and Street Departments. Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried.
  - (e) **Resolution:** Authorization to from governing body to apply to the Hampshire County Commission for permission to effect annexation by minor boundary adjustment. Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried.
  - (f) **Resolution:** Authorization to approve the following pay requisitions as related to phase II WWTP.

State Revolving Fund #C-544031 - \$26,997.67

IJDC Loan 2012S-1349 - \$274,918.27

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

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**Mayor and City Administrator Comments:**

(a) Mayor's Report: Accomplishment for 2015:

- a. Completed WWTP – the largest project for City of Romney. The dedication is planned for April 22, 2016, (Earth Day).
- b. Completed Phase 2 of the Safe Route to School project.
- c. Purchased the new police vehicle.
- d. Pot holes have been repaired, using 80 tons of asphalt.
- e. Some street work completed - in order of priority.
- f. Personnel changes have been positive.
- g. Christmas lights were on this year.

2016 will bring the Water Tank project (replacing one tank and repairs to the others); the downtown street scape project (in mid year, replacing sidewalks, street lights in downtown area); continue resurfacing streets (in order of priority, worse first) and replacing water lines.

(b) Administrator's Report:

- a. WWTP Project Update – nearing full completion
- b. Public Works and Water Update
  - i. Repaired 4 water leaks this month
  - ii. Paving North Bolton Street completed
  - iii. Street committee meeting scheduled for March 15, 2016 (6 p.m. City Hall)
  - iv. Finance committee meeting schedule for February 9, 2016 (6 p.m. City Hall to determine the budget for 2016-17 fiscal year)
  - v. Christmas light electrical circuit repaired – big thanks to Chris Haines and Mike Troutman and the Maintenance Department. All receptacles on the poles were replaced.
  - vi. New Christmas light purchase planned for 2016. Some displays will be brought to the City Office for review. They are on sale through February, 2016.

Councilman Hott commented on how the User Fee, the Annual Service Fee and the 1% Sales Tax will help the future of the City of Romney.

Request to Adjourn: Motion by Councilman Hott, second by Councilwoman Roberts. Motion carried.

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Mayor, Daniel O. Hileman

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Recorder, Beverly C. Keadle