

CITY OF ROMNEY
ROMNEY, WEST VIRGINIA
NOVEMBER 2, 2015

Mayor Hileman called to order the regular City of Romney Council Meeting November 2, 2015, at 7:00 p.m. and led the group in the Pledge of Allegiance followed with prayer by Pastor 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	Councilman Rinker: present
Municipal Attorney Moreland: present	Councilwoman Roberts: present

Mayor Hileman declared there to be a quorum.

1. **Previous Minutes:** Motion to approve minutes of the Regular Council meeting of October 5, 2015, by Councilman Hott, second by Councilwoman Roberts. Motion carried.
2. **Comments from Guests:** None
3. **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) – 1st and 2nd reading will be tonight due to changes made by the State Tax Department to the previous proposed ordinance.
 - Planning & Zoning – Proposed changes
 - Waste Water Treatment Plant – WVDEP inspection and semi-final punch list, final items yet to be completed
 - Water Tank Project – Preliminary cost estimate higher than anticipated
 - Romney Sidewalk Project – Cost estimate (WVDOH Grant)
 - Romney water/sewer rates – comparison
 - Fire Hall water line – Contract signed by Fire Company
 - Labor Budget vs. actual graph
 - City of Romney revenues vs. expenses graph

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4. **Committee Reports:**

Ordinance: Cannon/Moreland – No Report

Sanitation: Rinker – No Report

Streets: Roberts – No Report

Water: Allen – No Report

Finance: Duncan – No Report

Buildings: Hott – No Report

Attorney Moreland: Nothing for general Session

Parks and Recreation: Dennis Morris – No Report

Romney Tree Board: Lynn DeVault – Letter sent to Donald H. Cookman asking him to be on the Tree Board.

Animal Control Board: D. Marsh, Coordinator – A few cats caught.

Police Department: Chief Lambert reported on October police activity.

Romney Police Board: Mayor Hileman, Coordinator – Police Board met this date; good discussion and future planning. Reports of construction within City limits done without Building permit or City license. In order to get a City license, one must have a current State license which requires insurance coverage. Citizens are asked to report violations.

Interconnector Report: D. Marsh – No information

Water Leak Report: Five water leaks in October.

5. **Building Permits:** Report reviewed.

6. **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 Roberts. Motion Carried.

7. **Overtime Report:** Reviewed and discussed.

8. **Old Business:** City 1% Sales Tax – See changes according to WV Tax Department recommendations (ATT #1).

9. **New Business:**

(a) **Ordinance:** Municipal Sales, Service and Use Tax. 1st Reading in its entirety. Motion by Councilman Hott, second by Councilwoman Roberts. Roll call vote was:

Cannon – abstain

Allen - abstain

Hott – yes

Roberts – yes

Duncan – yes

Rinker - no

1st Reading approved.

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Municipal Sales, Service and Use Tax. 2nd Reading in title only. Motion by Councilwoman Roberts, second by Councilman Hott. Roll call vote was:

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

2nd Reading approved.

Third and final Reading will be at the December 7, 2015, Council meeting. Public Hearing to be held prior to that Council meeting.

- (b)** Romney Planning and Zoning Commission’s recommended ordinance changes. Motion by Councilman Hott, second by Councilman Cannon to table this issue until the December meeting when it can be adopted as an Ordinance. Motion carried.
- (c) Resolution:** Authorization to obtain a 3 year loan (1.95%) from the Bank of Romney for matching funds of \$12,790.00 for the new police cruiser. (USDA Grant match.) Motion by Councilman Cannon, second by Councilman Duncan. Motion carried with one no vote.
- (d) Resolution:** Authorization for City Administrator to contract an additional street replacement project in 2015 using available cash funds from annual service fees and \$2.00 user fees (approximately \$17,000.00). Motion by Councilman Rinker, second by Councilwoman Roberts. Motion carried.
- (e) Resolution:** Authorization to approve Region 8 request to the EPA for WWTP project deadline extension to June 30,, 2016. Motion by Councilman Rinker, 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 - \$102,151.98
Small Cities Block Grant #12SCBG0004 - \$9,570.36
IJDC Loan 2012S-1349 - \$128,248.39

Motion by Councilman Rinker, second by Councilman Duncan. Motion carried.

- (g) Parking Meters** – After open discussion, Mayor Hileman stated that there would be no change to the current meter charges. It was suggested that some adjustment be made to the actions of the Meter Man being more consumer friendly.

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Mayor and City Administrator Comments:

(a) Mayor's Report: Busy two months.

(b) Administrator's Report:

- a. WWTP Project Update – Semi-final checklist, blacktop parking lot
 - i. Paving on Bolton Street while equipment in place to pave the WWTP parking lot
- b. Public Works and Water Update
 - i. Fire Hall water leak has been repaired (signed agreement from fire company) – Fire Company to repair and replace concrete
 - ii. Several water meters have been relocated and lowered to prevent freezing during the winter (4 in last few weeks)
 - iii. Repaired 5 water leaks this month
 - iv. Ditch grading – Just-In-Time to grade ditches with a grader after leaves fall
 - v. Whippoorwill, Sioux Lane, Wirgman, Gravel and Depot brush clearing
 - vi. Divers removed 2 ½ feet of sediment from catch basin at the river intake
 - vii. Water plant heaters replaced before winter
 - viii. No parking signs installed on Gravel Lane behind Sheetz
 - ix. Additional Blacktop patching planned for next week (Birch Street and Sioux Lane)

Request for Executive Session for Legal Reasons. Motion by Councilman Hott, second by Councilman Cannon. Motion carried.

Back into Regular Session. No Business transacted in Executive Session.

Motion made by Councilwoman Roberts to not sell cemetery plots located in Indian Mound Cemetery. Second by Councilman Rinker. Motion carried.

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

Mayor, Daniel O. Hileman

Recorder, Beverly C. Keadle