

**CITY OF ROMNEY
ROMNEY, WEST VIRGINIA
SEPTEMBER 14, 2015**

Mayor Hileman called to order the regular City of Romney Council Meeting September 14, 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 August 3, 2015, by Councilman Hott, second by Councilman Duncan. Motion carried.
2. **Comments from Guests:** Hampshire County Superintendent of Schools, Skip Hackworth, presented Mayor Hileman with a check in the amount of \$2136.80, representing the Annual Service Fee for the year July 1, 2015, to June 30, 2016 for school employees working in the City of Romney. Calculations were based on employees on September 1, 2015. Bruce Nicholson spoke to Council about his recent experience selling flags in front of B-Belles Boutique at 332 East Main Street.
3. **Communications:** (Copy of all communications available for review in the Business Office)
 - Municipal Sales, Service and Use Tax (1% Sales Tax)
 - Waste Water Treatment Plant (WWTP) – Progress Update
 - Thrasher Engineering Service Agreement – Amendment #4 (see resolutions)
 - WWTP – Change Order #7 – Orders Construction (see resolutions)
 - Source Water Protection Plans - Bureau of Public Health (SB 373 & SB 423)
 - Public Service Commission (PSC) – Sewer Tariff (new rates approved after substantial completion of waste water treatment plant)
 - City of Romney – Planning & Zoning Meeting Minutes
 - PSC – Rues for the Government of Water Utilities
4. **Committee Reports:**
 - Ordinance: Cannon/Moreland – Mr. Cannon reported that the revised sidewalk ordinance is ready for legal review and Council review.
 - Sanitation: Rinker – Don Compton having a problem with Chlorine levels.
 - Streets: Roberts – Ms. Roberts reviewed street issues with City Administrator. She is ranking needed street repairs from her perspective. There will be a work session next week, Wednesday, September 23, 2015, at 6:00 p.m. All Council is invited to attend.
 - Water: Allen – No Report
 - Finance: Duncan – No Report
 - Buildings: Hott – No report
 - Attorney Moreland: No Report except for executive session.
 - Parks and Recreation: Dennis Morris – No Report
 - Romney Tree Board: Lynn DeVault – No Report
 - Animal Control Board: D. Marsh, Coordinator – No Report
 - Police Department: Chief Lambert reported on August police activity.

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Romney Police Board: Mayor Hileman, Coordinator – Police Board met and discussed issues. Will continue meeting monthly.

Interconnector Report: D. Marsh – 818,000 gallons of waste water treated from Central Hampshire District.

Water Leak Report: Five water leaks reported in August: one on First Street, one on Potomac Avenue, two on Depot Street and one on Sioux Lane.

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 Councilwoman Roberts to approve payment of bills based on availability of funds with second by Councilman Duncan. Motion Carried.
7. **Overtime Report:** Reviewed and discussed. OT decreasing.
8. **Old Business:**

9. **New Business:**

(a) Ordinance: Municipal Sales, Service and Use Tax. (Municipal Attorney Moreland stated that a Council member that cast an opposing vote at the August meeting could move for reconsideration. That would put us back where we were at the last meeting.) Motion by Councilman Cannon to reconsider the motion at status of previous meeting, i.e., August, 2015, second by Councilman Hott. Roll call vote:

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

Motion carried.

The Municipal Sales, Service and Use Tax second reading in title only will be on the agenda for the October, 2015, Council meeting.

- (b) Motion:** To formally request the Romney Fire Department to begin paying for water used at the fire hall for non-fire related purposes (pursuant to PSC order.) Motion by Councilman Allen, second by Councilwoman Roberts. Motion carried.
- (c) Motion:** To approve the Mayor’s appointment of Duncan Hott to the Romney Planning & Zoning Committee. Motion by Councilwoman Roberts, second by Councilman Cannon. Motion carried.
- (d) Resolution:** Authorization for Administrator to submit a USDA grant application to replace the 1995 model public works dump truck. Motion by Councilman Duncan, second by Councilman Hott. Motion carried.
- (e) Resolution:** Authorization for Administrator to approach local business owners on behalf of the City of Romney to ask for contributions to apply toward the required matching funds (\$53,680) for the downtown sidewalk project grant. Motion by Councilman Hott, second by Councilman Duncan. Motion carried.
- (f) Resolution:** Authorization to approve Orders Construction change order #7 as related to the Romney WWTP project--\$61,980.95 cost increase and increase of 61 days. Motion by Councilman Rinker, second by Councilman Hott. Motion carried.

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(g) Resolution: Authorization to approve Thrasher Engineering Service Agreement Amendment #4— which Increases service agreement by \$15,000.00. Motion by Councilman Rinker, second by Councilman Hott. Motion carried.

(h) Resolution: Authorization to approve pay requisition #16 as related to phase II WWTP (SRF # C-544031). Motion by Councilman Rinker, second by Councilman Hott. Motion carried.

Mayor and City Administrator Comments:

(a) Mayor's Report: Busy month with new issues every day.

(b) Administrator's Report:

- Project Update (Additional Work Requested – See WWTP-DEP communications)
- 2015 – Street Repair & Cleaning
- Crosswalks on School Street (reimbursement request submitted to WVDOH)
- Whippoorwill Drive, Woodland Way, Cornwell patching complete
- Additional patching reported
- 46.75 Tons of asphalt – Romney Public Works Dept.
- Grafton Street patched by Springfield Paving – paid by Sheetz
- Water plant repairs outlined, some new meters ordered

Request for Executive Session: Motion for executive session for personnel issues by Councilman Hott, second by Councilman Cannon. Motion carried.

Back in regular session. No business conducted in executive session.

Motion: To approve \$1.00/hour increase for Mike Troutman, Public Works Supervisor, who has nearly completed his probationary period. This would be effective when the 6 month probationary period is completed. Motion by Councilman Duncan, second by Councilwoman Roberts. Motion carried.

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

Mayor, Daniel O. Hileman

Recorder, Beverly C. Keadle