

TOWN OF ROMNEY  
ROMMEY, WEST VIRGINIA  
JULY 2, 2018

Mayor Keadle called to order the regular City of Romney Council Meeting, July 2, 2018 at 7:00 p.m. and led the group in the Pledge of Allegiance.

Swearing in Of New Council Members:

Councilwoman Paula O'Brien was sworn in Monday July 2, 2018 and has officially started her first term on the council. Councilman Adam McKenery was also sworn in who was reelected after serving a partial term, will serve his full term on the council. The swearing in was performed by Mayor Keadle and the term will run from July 2018 to June 2022.

Roll Call:

Mayor Keadle: present	Councilman O'Brien: present
Recorder Shanholtzer: present	Councilman McKenery: present
City Administrator Szabo: present	Councilman Duncan: absent
Clerk/Treasure Betty Colebank absent	Councilman Hott; present
	Councilman Laitenberger: present
Public Works Coordinator Richard Kiser: absent	Councilman Smith; absent

Mayor Keadle declared there to be a quorum.

1. **Previous Minutes:** Motion to approve minutes of the Regular Council meeting of June 4, 2018 by Councilman McKenery, seconded by Councilwoman O'Brien. Motion carried.
2. **Special Session:** Motion to approve minutes of June 19, 2018 Special Session for purpose of canvassing the vote of the Town election held on June 12, 2018. Motion to approve by Councilman McKenery, seconded by Councilwoman O'Brien. Motion carried.
3. **Special Session:** Motion to approve minutes of June 21, 2018 Special Session for the purpose of Certifying the Town election held on June 12, 2018. Motion to approve by Councilwoman O'Brien seconded by Councilman Laitenberger. Motion carried.
4. Comments from Guest. No guests were on the Agenda for July 2, 2018.
5. **Communications:** All communications are available for review in the Town Office.
6. **Committee Reports:**
  - a. **Ordinance and Finance:** No report.
  - b. **Sanitation and Water:** Councilman Smith. No report.
  - c. **Streets, Sidewalks and Buildings:** Councilman Hott. No report.
  - d. **Police Department:** May 2018 Activity Report in packet for your review.
  - e. **Police Board:** The Police Board met on Monday, June 18, 2018. The following information was discussed:
    - i. The Tasers were received and training occurred on June 18, 2018.
    - ii. The local Moose Club has agreed to pay for one, and possibly two, of the mounts for the police rifles-\$400.00 each.
    - iii. The equipment for Officer Chris Carroll was received. Chris took the taser qualifying class and needs to qualify with pistol and rifle.
    - iv. The USDA office reported that the police vehicle "will be close to the cut line this year," but that if it doesn't make this year, it will be at the top of the list next year.

Tim Anderson moved that the recommendation be made to the Town Council that Chris Carroll be hired as a full-time officer as the rate of \$15.00 per hour as agreed upon for part time. Seconded by Dennis Morris. Motion carried. See resolution.

Next meeting will be on Monday, July 30, 2018 at 9:00 a.m. in Council Chambers.
  - f. **Police Department:** June 2018 Activity Report in packet for your review.
  - g. **Romney Historic Landmarks:** Carol Shaw absent no report.

TOWN OF ROMNEY  
ROMMEY, WEST VIRGINIA  
JULY 2, 2018

- h. Refresh, Restart Romney:** Teresa Dillon: Report on the Day of Sharing and Caring with joint effort with County United Way was a huge success with 101 volunteers showing up to perform various projects through out Main Street. The project at the Romney Elementary is still in progress and when completed an open house is planned.
  - i. Romney Paving Board:** No report
  - j. Parks and Recreation:** No report.
- 7. **Building Permits:** June 2018 reviewed.
- 8. **Interconnector Report:** June 2018 report not available.
- 9. **Overtime Report:** June 2018 report reviewed.

**Consolidated Checking Account:** May 2018 report reviewed. Payment of Bills/Vendor Report (a complete copy of all invoices and vendor report information available for review in the business office.) Motion by Councilman McKenery to approve payment of bills based on availability of funds. Seconded by Councilwoman O'Brien. Motion carried.

10. **Old Business:** None

11. **New Business:**

**Ordinance:** The Town Council and Governing Body do hereby approve the proposed amendment to the Town of Romney Planning and Zoning Ordinance, Article II, Section 3. Motion by Councilman Hott. Seconded by Councilman Laitenberger. Motion carried.

**Resolution:** The Governing Body of the Town of Romney does hereby approve the attached Water Bill Adjustment Policy and Sewer Bill Adjustment Policy. Motion by Councilman McKenery. Seconded by Councilwoman O'Brien. Motion Carried

**Resolution:** The Governing Body of the Town of Romney does hereby authorize the Mayor and Romney Police Department to make an offer of employment to a candidate of their choosing for the position of Police Officer. This will be a permanent, full time position, with a starting wage of fifteen dollars (\$15.00) per hour and will include insurance and benefits. The successful candidate will report to the Chief of Police, James Lambert. Motion by Councilman McKenery. Seconded by Councilman Laitenberger. Motion carried.

**Nominations Committee / Commission:** Mayor Keadle requested approval of new committee and commission nominations including Councilman Gary Smith for the Police Department, Councilwoman Paula O'Brien for Planning and Zoning, Councilman Adam McKenery for Parks and Recreation. And Pat Iman for the Housing Authority. Motion by Councilman McKenery. Seconded by Councilman Hott. Motion carried.

The newly appointed Police Officer Chris Carrol was sworn in by Mayor Keadle during the regular council meeting on July 2, 2018.

11. **Mayor's Report:**

- a. The painting of the Town Office continues and is such an improvement. Please take a look at the lobby an adjacent office.
- b. The Paving Project started today July 2, 2018.
- c. Two Hour Free Parking" Pilot Program is getting positive response. The Pilot period will run through February 28, 2019. Lines to delineate parking spaces will be painted in the next few days; meter heads have been removed in preparation for the new flower pots. 2-Hour Free Parking Signs to be posted on the block from Marsham Street to High Street and from High Street to Grafton will be in the end of the week.

TOWN OF ROMNEY  
ROMMEY, WEST VIRGINIA  
JULY 2, 2018

- d. The Romney HLC series "Romney on the Menu" was held on Friday, June 15 at the Community Building. This will continue to be held at the BOR Community Building. (Always the 3<sup>rd</sup> Friday of each month at 5:30 p.m.). The June 15<sup>th</sup> program was presented by Louisa Gainer Bridges on the topic of the important role Romney women played in the Civil War and Romney's development as a town starting with Cornella Peak McDonald, wife of Romney lawyer Angus McDonald and mother of 18, who lived in Romney in the Davis House and wrote a fascinating diary that detailed her firsthand experience of life as a woman during the Civil War.

The next Romney on the Menu will be Friday, July 20 at 5:30 at the BOR Community Building.

- e. The Town continues to encourage property owners and residents to clean up unsightly property and to rid the Town of unregistered vehicles. Property owners should be aware that when grass is cut, it is to be cut so that the clippings land on the property owner and not in the street. Certified letters are sent allowing 10 days for improvement, non-compliance resulting in summons to appear before the Municipal Judge.
- f. Still waiting to hear from DOH on our Streetscape Project for the north side of Main Street from Endler Avenue to High Street.
- g. The application of the Historic Landmarks Commission to be designated as a Certified Local Government is finally approved by Commission and is ready for signature and to send.
- h. This week Prof. Jesse Richardson of the Land Use and Sustainable Development Clinic will be here to meet with me to discuss how that Clinic may be able to assist the Town of Romney.
- i. Event permits have been issued for the Peach Festival – August 3, 4 & 5, 2018, and for the first Hampshire Highlands Arts and Music Festival to be on September 22, 2018.

**12. Administrator's Report:**

- a. 5 Water Leaks
- |                              |          |
|------------------------------|----------|
| • Central Ave /Fourth Street | 06/04/18 |
| • 558 Fifth Street           | 06/07/18 |
| • 38 Potomac Avenue          | 06/15/18 |
| • 80 Potomac Avenue          | 06/18/18 |
| • 489 N Marsan Place         | 06/27/18 |
- b. Charles / Leonard Streets were finished in time for paving.
- c. Maintenance is making good use of the rented excavator, despite the heavy and constant rainfall we have experience this Spring. Still waiting on notification of completing the grant for the new excavator.
- d. Working with Thrasher & C. I. Thornburg on some telemetry and SCADA issues.

TOWN OF ROMNEY  
ROMMEY, WEST VIRGINIA  
JULY 2, 2018

- e. George Park and I have been working together on cleaning up the data we uploaded into the Asset Management software.
- f. Working with Tyler Technologies to begin pulling data for software.
- g. Steven Lake is back from medical leave.
- h. Rick Davis still out on medical leave.

**Public Works Coordinator:** NO report

13. **Adjournment:** Motion by Councilman Hott, seconded by Councilman McKenery. Motion carried.

---

Beverly C. Keadle, Mayor

---

Richard T. Shanholtzer, Recorder