

TOWN OF ROMNEY
ROMNEY, WEST VIRGINIA
SEPTEMBER 10, 2018

Mayor Keadle called to order the regular Town of Romney Council Meeting, September 10, 2018 at 7:00 p.m. and led the group in the Pledge of Allegiance followed by prayer by Councilman Smith.

Roll Call:

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

The announced public opening of bids on the JCB Backhoe (Model 214-4) occurred at 5:30 p.m. The highest bidder was James Burkett of Points, West Virginia, with a bid of \$9,150.00.

Public Hearing for the Community facilities grant for the new police vehicle was held at 6:00 p.m.— one person attended—with no questions.

Both of these public events preceded the regular Town Council Meeting.

Mayor Keadle declared there to be a quorum.

1. **Previous Minutes:** Motion to approve minutes of the Regular Council meeting of August 6, 2018 by Councilman Hott, seconded by Councilman McKenery. Motion carried.
2. **Comments from Guest:** No guests were on the Agenda for September 10, 2018.
3. **Communications:** All communications are available for review in the Town Office.
4. **Committee Reports:**
 - a. **Ordinance and Finance:** Adam McKenery and Paula O'Brien. No report.
 - b. **Sanitation and Water:** John Duncan and Gary Smith. No report.
 - c. **Streets, Sidewalks and Buildings:** Duncan Hott and Carl Laitenberger. No report.
 - d. **Police Department:** August 2018 Activity Report in packet for your review.
 - e. **Romney Historic Landmarks:** Carol Shaw absent no report
 - f. **Refresh, Restart Romney:** No report.
 - g. **Parks and Recreation:** Adam McKenery. Closing down the pool for the season. Met at the pool two weeks ago. Donation received -ending year better than started.
 - h. **Romney Historic Landmarks:** Carol Shaw, President. No report.
 - i. **Animal Care and Control Board:** Stacie Land. No report.
5. **Building Permits:** August 2018 report reviewed.
6. **Interconnector Report:** August 2018 report reviewed
7. **Overtime Report:** August 2018 report reviewed.

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8. **Police Board:** Mayor Keadle

The Police Board met on Monday August 27, 2018.

Old Business:

The Police vehicle grant was approved, the public hearing preceded tonight's Council meeting. We anticipate a December delivery date.

A Donation from the Ladies of the Moose Club for \$400.00 was received to cover the cost of a vault lock mount for one of the rifles purchased for the officers.

New Business:

Recovery Rocks will be held on Saturday, September 15. At Taggart Hall. The walk/run event will be at 6:00 p.m.

The Board recommended the purchase of 300 trick or treat bags to be distributed to area children as a community service project of the Romney Police Department.

Surgery for OZ to remove suspicious tumors was approved at an estimated cost of \$440.50.

WIFI for the police vehicles was approved and installation is planned. This will allow officers to communicate directly with the state office when citations are issued.

Next meeting scheduled for Monday September 24, 2018 at 9.00 a.m.

9. **Consolidated Checking Account:** August 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 Hott to approve payment of bills based on availability of funds. Seconded by Councilman Smith. Motion carried.

10. **Old Business:** None

11. **New Business:**

Ordinance: NOW, THEREFORE, the Romney Town Council adopts the following ordinance amending the Town of Romney Planning and Zoning Ordinance Article VI, Section 602, item number 9, as follows:

9. Schools , churches, hospitals, and financial institutions.

First Reading: Motion by Councilwoman O'Brien. Seconded by Councilman Laitenberger. Motion carried.

Second Reading; Motion by Councilman Laitenberger. Seconded by Councilwoman O'Brien. Motion carried.

Subject: Mayor Beverly C. Keadle does hereby appoint the following individuals to the Town's Personnel Committee: Paula C. O'Brien, Town Council; Gary Smith, Town Council and John Duncan, Town Council.

Resolution: The Romney Town Council approves this resolution and authorizes action as so stated in subject. Motion by Councilman Hott. Seconded by Councilman McKenery. Motion carried.

Subject: As required by the WV State Auditor's Office, Mayor Beverly C. Keadle does hereby appoint the following individuals to the Town's Audit Committee: Beverly C. Keadle, Chair; Paula C. O'Brien, Town Council; Betty Colebank, Clerk; Linda O. Smith, Citizen. The Audit Committee will select an auditor for fiscal year 2017-2018.

Resolution: The Romney Town Council approves this resolution and authorizes actions as so stated in subject. Motion by Councilman McKenery. Seconded by Councilman Smith. Motion carried.

Subject: The Governing Body of the Town of Romney does hereby approve the restructuring of the Water Department into Treatment Division and a Distribution Division, with newly created titles/positions as follows.

TITLE/POSITION

Chief Water Treatment Operator

Water Distribution Supervisor

DIVISION

Treatment

Distribution

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Water Treatment Operator II	Treatment
Water Treatment Operator I	Treatment
Water Distribution Operator I	Distribution
Operator in Training, Water	As assigned

Resolution: The Romney Town Council approves this resolution and authorizes actions as so stated in subject. Motion by Councilman Laitenberger. Seconded by Councilwoman O'Brien. Motion carried

Subject: The Governing Body of the Town of Romney does hereby approve the following fees for use of Public Works equipment and/or employees for private purpose:

EXCAVATOR	\$70.00
BOBCAT	\$50.00
DUMP TRUCK	\$65.00
BOX TRUCK	\$65.00
AIR COMPRESSOR	\$50.00
SEWER JETTER	\$50.00
SEWER CAMERA	\$50.00
HOURLY LABOR RATE	\$30.00

Resolution: The Romney Town Council approves this resolution and authorizes action as so stated in subject. Motion by Councilwoman O'Brien. Seconded by Councilman Laitenberger. Motion carried with one dissenting vote.

Motion: The Governing Body of the Town of Romney does hereby approve the renewal of an annual Service Partnership Agreement with HACH Company. In the amount of five thousand two hundred and two dollars (\$5202.00). The Service Partnership Agreement begins August 3, 2018 and expires August 3, 2019. Motion by Councilwoman O'Brien. Seconded by Councilman Laitenberger. Motion carried.

Subject: The Governing Body of the Town of Romney does hereby approve the attached estimates provided by Rick Freeman for cleaning, stripping and waxing of the floors at the Water Treatment Plant (\$2,500.00) and the Wastewater Treatment Plant (\$1,800.00).

Motion: The Romney Town Council approves this motion and authorizes actions as so stated in subject. Motion by Councilman Hott. Seconded by Councilman Smith. Motion Carried.

12. Mayor's Report:

The "Two Hour Free Parking" Pilot Program continues to receive positive response. The Pilot period will run through February 28, 2019. Lines to delineate parking spaces where meter heads have been removed, will be painted as soon as weather permits. There are now a total of 22 flower pots that replace parking meters on Main Street with one on South High and one on South Grafton.

The Romney HLC series "Romney on the Menu" was held on Friday, August 17 at the BOR Community Building. (Always the 3rd Friday of each month at 5:30 p.m. at the BOR Community Building). The August program was presented by Dan Oates with a review of the 1940 Romney census. The next "Romney on the Menu" will be Friday, September 21 at 5:30 at the Bottling Works with Mike Smith presenting a review of the history of the Romney Coca-Cola Bottling Plant.

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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.

The latest communication on the Streetscape Project for the North side of Main Street from Ender Avenue to High Street is that the plans moved to Contract Administration on July 7. The Governor's office representative sent an email on August 30 that the DOH is checking on the status of the project. Senator Trump sent a letter to the Governor expressing the importance of this project to our Town.

Prof. Jesse Richardson of the Land Use and Sustainable Development Clinic of WVU Law School reports that work has begun on dilapidated building ordinances and stormwater management.

Event permits have been issued for: 1) Recovery Rocks, the annual celebration of Recovery from mental illness and substance disorder at Taggart Hall lawn on September 15 from 4:00 p.m. to 7:00 p.m. At 6:00 p.m. they will hold a walk/run through town. 2) The First Hampshire Highlands Arts and Music Festival will be on September 22-23. High Street from Main to Gravel will be closed to traffic on the 22nd from 10:00 a.m. until 5:00 p.m. there will be a jazz performance from 5:00 to 6:30 p.m. at the Bottling Works with Marion Mich and her group. The Flashbacks will perform at 7:30 p.m. at the Bottling Works. The Duck Race will be on Sunday, September 23 at Riverview Farm from 1:00 to 3:00 pm 3) October 4, the United Way will sponsor a "boot drive" collecting dollars to kick off their campaign. This will be from 11:00 a.m. until 6:00 p.m. on Route 50 in front of the Bottling Works.

The FEMA representatives were here on Thursday, September 6 for a site visit of areas damaged from flooding between May 28 and June 3. Just today we received notice that our project manager is moving on and a replacement is yet to be named. We are in the process of submitting disaster-related damage information now and plan to apply for pre-mitigation grant funding

The Rannell's Acres Sewer Project remains in process. A status conference call is scheduled for September 19 at 10:00 a.m.

Serious flooding continues to occur in many areas of our Town.

Research continues into the Public/Private Fire Protection fee. The plan is to have a proposal ready for the next Work Session and then present to the next Council meeting for approval.

New DEP signage has been installed at the swale and the rain garden in front of the office explaining how this helps rain run-off.

13. Administrator's Report

Randy Clark from C.I. Thornburg visited the Water Plant, at my request, on August 21st to explain how telemetry works and to explain how to respond should be telemetry malfunction.

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C.I. Thornburg will be testing/recalibrating the master meter and some larger meters in town this week.

C.I. Thornburg wants to give a presentation to Council regarding a “prop” study to discuss challenges with tower placement for satellite towers and the benefit of radio read/satellite meters.

Spending a lot of time on personnel self-assessments and Goals & Objectives. Also, on restructuring in preparation for end-of-year Performance Appraisals. A Personnel committee has been established to assist in evaluations.

Have enlisted the help of a Sewer Dept. employee and a Water Dept. employee to complete the set-up of SEMS Asset Management; they have proven very eager and very helpful in the process.

USDA Compliance Audit & Security Inspection on August 28, 2018. Standard procedure when you have loans through USDA. We have a few minor areas to address; overall, we did very well.

New website under construction; do not yet have set date to go live.

14. **Public Works Coordinator Report**

August Water leaks- 6 (Central Ave & 2nd St, 93 Central Ave, 240 Jerry Mezz Ln, 3rd Street, Sioux Ln, 410 Birch Ln)

Assisted Central Hampshire finding the leak that was affecting our system as well with great success. Chris and Noah found the leak in 15 minutes after meeting in Sunrise and breaking into groups.

Cleanup from several storms, street drains cleared, gravel put back where it washed into the street. Continue to clean debris from storm inlets as flooding continues.

Straightened up two parking meter poles where they had been hit by vehicles.

Marsham flooding problems continued with another rain storm on Friday afternoon the 31st.

15. **Adjournment.** Motion by Councilman Hott. Seconded by Councilman McKenery. Motion carried.

Beverly C. Keadle, Mayor

Richard T. Shanholtzer, Recorder