

**TOWN OF GLASGOW**  
**HOUSING BOARD MEETING**

**November 15, 2021**

Mayor Fannin called the meeting to order at 6:30 p.m.

Roll call was taken. Those present included: Mayor Fannin, Town Recorder, Jay Ward, Marty Blankenship, Dee Leadmon, Eddie Hamilton, Mike Szerokman, Amanda Holmes, John Alderson, Town Engineer, Will Thornton and Officer Brian Drake.

A moment of silence was observed and the Pledge of Allegiance was recited.

Amended minutes for the previous meeting will be presented at the next Housing Board Meeting for approval.

Mayor Fannin officiated the swearing in of Amanda Holmes as the Town of Glasgow Ordinance Enforcement Officer.

**DISCUSSION**

**Results of Bore Test at Town Hall** - Town Engineer, Will Thornton gave a report to the committee regarding the bore testing. Three holes were drilled in the ground around Town Hall. There was groundwater at 10 feet for two holes and one hole in the front was relatively dry.. A high water table in the area was noted. Will stated his opinion that the emergency management siren pole didn't cause the water drainage issue at Town Hall. He feels that it is more likely to be caused by footer drains that are filled up with silt and sediment. A camera needs to be fed through the footer drain to determine if there is blockage. After discussion, Marty Blankenship made a motion to file a claim with BRIM Insurance to cover damages caused by the water damage. Dee Leadmon seconded the motion. Motion passed unanimously. The committee also decided to contact the Kanawha County Commission to let the members know that the issue was not caused by the pole. The stability of the pole may need to be monitored due to soil subsidence around the pole.

**S.O.P. for Code Enforcement Officer and Housing Board** - The committee discussed the following standard operating procedures:

- A Board of Appeals needs to be established.
- Amanda Holmes needs to be certified in Code Enforcement.
- Building Permits need to go to Amanda for major structural projects.
- Need to generate a complaint form for dilapidated houses for Amanda to complete.

**ADJOURNMENT**

Mike Szerokman made a motion to adjourn the Housing Board meeting. Eddie Hamilton seconded the motion. Motion passed unanimously. Meeting adjourned at 7:00 p.m.



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Mayor, Donald Fannin