

TOWN OF GLASGOW
COUNCIL MEETING MINUTES

March 7, 2023

Mayor Fannin called the meeting to order at 7:07 p.m.

Roll call was taken and a quorum was present. Those in attendance included: Mayor Fannin, Recorder Jay Ward, Marty Blankenship, John Alderson, Mike Szerokman, Eddie Hamilton and Susan Ward. Town Attorney Ray Keener was also in attendance.

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

The minutes for the previous meeting were presented for approval. John Alderson made a motion to approve the minutes as presented. Marty Blankenship seconded the motion. Motion carried.

COMMITTEE REPORTS

Finance - Mayor Fannin reported the following balances:

General Fund - \$231,336.80
ARPA - \$63,478.51
Sewer Fund - \$147,071.11
Sewer Reserve Account - \$26,488.00
Police Fee Fund - \$11,878.99
Infrastructure Fee Fund - \$66,753.02
Coal Severance Fund -\$4,202.62
Opioid Settlement Account - \$1,125.22

The council reviewed the bank register. Recorder Jay Ward reported to the council that he spoke with a potential candidate for completing the town's annual financial statement plus the previous year's statement. CPA Jeremy Drennen gave a quote of \$4,000 per year, for a total of \$8,000 to complete both financial statements. Marty Blankenship made a motion to approve the hiring of CPA Jeremy Drennen to complete two financial statements for a fee of \$8,000. Susan Ward seconded the motion. Motion carried.

A budget line transfer will be needed in order to pay for the CPA and financial statements. Jay Ward made a motion to move money from the City Hall line to the City Auditor line in the town budget to cover the CPA costs. Marty Blankenship seconded the motion. Marty Blankenship,

John Alderson, Mike Szerokman, Eddie Hamilton and Susan Ward all approved the motion. Motion carried.

After discussion about funding health insurance for Town Clerk Natalie Smith, Mike Szerokman made a motion to cover 50% of the premiums from the Sewer Fund due to the fact that much of her work involves the sewer department. John Alderson seconded the motion. Motion carried.

Fire Department - Chief Blankenship reported 17 different types of calls for a total of 45 calls for the month of February. So far in March there have been 7 different types of calls for a total of 13 calls. The fire department is writing a grant for 5-6 million to fund the new fire station. Members of the council signed letters of support for the grant. Members of the fire department met with an engineer and architect to start the engineering and design process. The council reviewed blueprints of the new fire department. Other grants have been submitted including a Congressional Spending grant for \$100,000. The fire department is still waiting to find out the status of the grants. Chief Blankenship also reported that the department will take part in a drill on June 5th with the National Guard. The drill will take place on the river near the capitol. An electrician has been scheduled for electrical repairs at the fire station.

Police Department - Chief Cox reported a burglary at Dollar General. 200 packs of cigarettes were stolen. He suggested that junk car letters should be distributed soon and that citation books need to be ordered. Chief Cox also suggested considering court costs for municipal violations. The council discussed court fees for municipal violations. A Dodge Durango is on hold at Thornhill Motors if the council wants to move to purchase it.

Street Department - Director of Public Works John Qualls reported that the aerator at the sewer plant is complete. He presented a quote from Asphalt Contractors and Site Work, Inc. for paving the 300 block of 5th Avenue, 4th Avenue and 2nd Street. The lump sum for the quote is \$139,821. The council is seeking grant funding for the project. Two new employees have been hired for the street department. A quote is still needed to finish the installation of the back up generator at Town Hall.

PAYMENT OF BILLS - Mike Szerokman made a motion to pay the bills. John Alderson seconded the motion. Motion carried.

UNFINISHED BUSINESS

Security Cameras/Letter to PK - Town Attorney Ray Keener is still working on the letter.

Lien Updates - Mike Szerokman reported more liens to be recorded, garnishments to turn in and some new cases of unpaid town fees.

Town Hall Sidewalk Update - The Kanawha County Commission agreed to fund the sidewalk project at a cost of approximately \$20,000. Jerie Whitehead from the KCC Purchasing Division has requested documentation regarding the bid. Jay Ward will provide documentation. The

contractor for the project, Giannini Construction, will submit a W-9 form to the KCC and the project will be directly billed to the KCC.

Junk Cars - A form letter will be created using the Town of Montgomery's form letter as a template.

Police Cruiser - The council discussed the possibilities for funding the new police cruiser at length. It was decided that a bond for \$44,388.31 that is held by the West Virginia Municipal Bond Commission for the Town of Glasgow will be transferred into a CD with City National Bank to be used as collateral for a loan to pay for the cruiser. Marty Blankenship made a motion to approve the plan to convert the bond into a CD to be used as collateral for loan payments. John Alderson seconded the motion. Motion carried.

Library - The library will remain closed until the sidewalk repairs at Town Hall have been completed. The Kanawha County Bookmobile will continue to be in Glasgow each Tuesday to provide service.

Public Meeting Opioid Settlement Meeting - Scheduling the meeting has been tabled for now.

RIC Projects Estimates (Nunc Pro Tunc) - Estimates for the projects are still being gathered.

NEW BUSINESS

Budget Line Transfers - See Finances report.

Set Budget Meeting for 2024-2025 Levy - The meeting was scheduled for March 14th at 7:00 p.m.

Tompkins Street Flooding - The street department is still trying to determine the issue.

Appalachian Regional Commission Grant - The council discussed the possibility of applying for this \$50,000 grant which involves training.

Zoning - The council needs to review parking ordinances for the upcoming Zoning Board meeting on March 19th at 7:00 p.m.

Ordinance Enforcement - Ordinances for grass, animals, trash and debris continue to remain a focus. Junk cars and parking ordinances are also becoming a priority

PETITIONS

Marty Blankenship brought a safety issue before the council for consideration. A crumbling wall on 3rd Avenue could become a public safety hazard because part of the wall runs adjacent to the sidewalk. The wall runs between two properties and it has not been determined which owner

is responsible for the wall. Jay Ward made a motion to send letters to both property owners to notify them of the possible safety issue. Marty Blankenship seconded the motion. Motion carried.

EXECUTIVE SESSION

John Alderson made a motion to convene an Executive Session. Eddie Hamilton seconded the motion. Motion carried. The Executive Session convened at 9:44 p.m.

John Alderson made a motion to adjourn the Executive Session. Susan Ward seconded the motion. Motion carried. The Executive Session adjourned at 10:11 p.m.

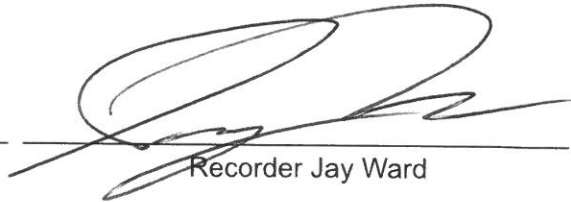
No vote was needed following the Executive Session.

ADJOURNMENT

Marty Blankenship made a motion to adjourn the Council Meeting. Eddie Hamilton seconded the motion. Motion carried. The meeting adjourned at 10:12 p.m.



Mayor Donald Fannin



Recorder Jay Ward