

**TOWN OF GLASGOW**  
**COUNCIL MEETING MINUTES**

**March 6, 2025**

Recorder Jay Ward called the meeting to order at 7:00 p.m.

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

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

Minutes for the special council meeting on February 13, 2025 were presented for approval. Marty Blankenship made a motion to approve the minutes as presented. Mike Szerokman seconded the motion. Motion carried. Minutes for the regular council meeting on February 19, 2025 were presented for approval. Marty Blankenship made a motion to approve the minutes as presented. Mike Szerokman seconded the minutes. Motion carried.

**COMMITTEE REPORTS**

**Finance** - Recorder Jay Ward reported the following balances:

General Fund - \$142,644.47  
ARPA - \$0  
Sewer Fund - \$147,488.47  
Sewer Reserve Account - \$26,238.00  
Police Fee Fund - \$31,031.09  
Infrastructure Fee Fund - \$86,864.40  
Coal Severance Fund - \$6,310.89  
Opioid Settlement Account - \$1,507.43

The council reviewed the check register. The council reviewed a copy of the Audit Report for FY2022, which was completed by David Howell, CPA. There were some findings. Some have been corrected.

**Fire Department** - Chief Blankenship reported 7 calls so far this month. The fire department will be using the Senior Building this coming Sunday for a vendor meeting related to the 3 million dollar grant funding. He also reported that a Firefighter 2 class will be offered for free and covered by grant funding. The next four weekends, the fire department will be hosting other fire departments from different areas for practice drills. The burn trailer will be brought in for the training. Chief Blankenship gave commendations to the swiftwater rescue team for their work

during the recent flooding in McDowell and Mingo counties. 12 rescues were performed and 3 canines were also rescued. One firefighter has recently received an EMT license. Two grants are still pending. And the department will be selling a vehicle soon.

**Police Department** - Officer McKinney reported to the council. He submitted a written police activity report for the council's review. Officer Puffenburger is still on family leave. Chief Cox is still on FEMA duty. Officer McKinney continues to work 40 hours per week. The new radar unit, which was purchased with Highway Safety Grant funds has been delivered. The Click It or Ticket program will be providing funding to purchase computers and printers for e-tickets. Software for the e-tickets will be provided as well. Paper tickets will still also be kept for back up. Officer McKinney will be addressing Animal Control about the dogs that continue to run loose around the town.

**Street Department** - Director of Public Works John Qualls was not present to report. Jay Ward reported that the heater at the central garage has a cracked heat chamber. The warranty policy needs to be checked. Some old appliances were taken for recycling. The money from the recycling will be used to purchase new weed eaters. After discussion, John Alderson made a motion to purchase a new riding lawn mower. Mike Szerokman seconded the motion. Motion carried. A street department worker suffered an injury to his finger. He had a broken finger and needed stitches. Marty Blankenship and John Alderson performed an accident investigation of the recordable injury. Marty Blankenship made a motion to recommend a safety talk with the street department to prevent similar injuries in the future. John Alderson seconded the motion. Motion carried. Marty Blankenship also suggested leather gloves for street department workers as well as a review of safety procedures.

**PAYMENT OF BILLS** - John Alderson made a motion to pay the bills. Susan Ward seconded the motion. Motion carried.

## **UNFINISHED BUSINESS**

**Sewer Property Easements** - The council is considering hiring attorney Mark Sadd to help with sewer easements.

**Storm Drain Update on Glasgow Avenue** - The letter from attorney Mark Sadd needed final council approval before being sent. John Alderson made a motion to approve the letter as presented. Mike Szerokman seconded the motion. Motion carried.

**Colonial Life Decision** - The Colonial Life Insurance program is free to council members and town employees. Participation is optional. Marty Blankenship made a motion to approve the incorporation of Colonial Life Insurance as an option for council members and town employees. Mike Szerokman seconded the motion. Motion carried.

## **NEW BUSINESS**

**Health Insurance for Employees** - John Alderson made a motion to table this discussion until the Budget Meeting. Marty Blankenship seconded the motion. Motion carried.

**Parking Issue on 4th and 5th Avenue** - See Petitions.

**Schedule Upcoming FY2026 Budget** - The council discussed scheduling a budget meeting for March 13th at 7:00 p.m. John Alderson made a motion to approve the date and time for the meeting. Susan Ward seconded the motion. Motion carried.

**Code Enforcement** - Proper permits need to be enforced. More documentation and communication regarding permits is also needed. Discussions about the topic will continue.

**Municipal Fee** - The council revisited the idea of wrapping all town fees into one municipal fee.

**Services of Mark Sadd** - Attorney Mark Sadd has offered free services regarding zoning. He may also be able to help with creating a comprehensive plan. Susan Ward made a motion to accept the free services to assist with zoning. John Alderson seconded the motion. Motion carried.

**Appointment of Municipal Judge** - The council discussed the possibility of Town Clerk Natalie Smith taking the additional position of Municipal Judge. She has completed the classes and a background check that are requirements for the position. Marty Blankenship made a motion to appoint Natalie Smith as the Municipal Judge with the agreement that a part time clerk be hired to assist if needed. Mike Szerokmand seconded the motion. Motion carried.

**Town Owned Property** - The council discussed moving a trailer off of town owned property on Tompkins Avenue. Mike Szerokman made a motion to move the trailer. John Alderson seconded the motion. Motion carried.

**Projects New and Complete** - Tabled for future discussion.

**Response on 3rd Avenue Wall** - After discussion, Marty Blankenship made a motion to table the issue for a month. John Alderson seconded the motion. Motion carried. The wall will continue to be monitored and further discussion with the town attorney may occur.

**ORDINANCES** - Nothing new to report.

## **PETITIONS**

Residents of 5th Avenue, Missy Cain and Ida Lanham attended the meeting to discuss a parking situation on 5th Avenue with the council. After discussion and consulting Google Maps photos of the parking space in question, Marty Blankenship made a motion to repaint the

parking lines for the parking space in front of 114 5th Avenue so that it is clearly marked as a parking space. Eddie Hamilton seconded the motion. Motion carried.

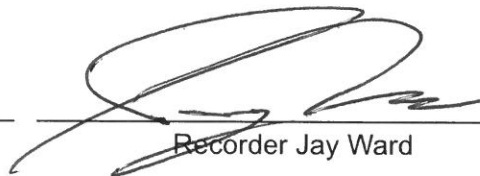
Region 3 representative Bruce Mullins attended the meeting to give an update on the sewer project. Eric Hartwell, engineer for New River Engineers informed Bruce that the Facilities Plan that has been submitted to the DEP has still not been reviewed. Recorder Jay Ward will include this information in the quarterly report to the EPA. Bruce emphasized that nothing can move forward with the sewer project until the EPA reviews the Facilities Plan.

### **ADJOURNMENT**

John Alderson made a motion to adjourn the council meeting. Mike Szerokman seconded the motion. Motion carried. The council meeting adjourned at 9:59 p.m.

A handwritten signature in black ink, appearing to read 'D-F', followed by a horizontal line.

Mayor Donald Fannin

A handwritten signature in black ink, appearing to read 'JW', followed by a horizontal line.

Recorder Jay Ward