

TOWN OF GLASGOW
COUNCIL MEETING MINUTES

April 20, 2020

Mayor Fannin called the meeting to order at 7:00 p.m.

Roll call was taken. All members were present and a quorum was present. (Marty Blankenship and Eddie Hamilton participated via the Zoom Meeting App).

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

The minutes for the previous meeting were presented for approval. Dee Leadmon made a motion to approve the minutes as presented. Mike Szerokman seconded the motion. Motion passed unanimously.

COMMITTEE REPORTS

Health and Sanitation - No report was given. It was noted that the pool needs to be drained to prevent mosquitoes.

Recreation - The town park is still locked due to COVID-19.

Streets and Lights - There were no street light outages to report.

Building - Nothing to report.

Finance - Mayor Fannin reported a balance of \$499,285.08 in the General Fund and \$4,010.75 in the Utility Fund. Recorder, Jay Ward reported the amount of \$289,725.17 collected as B & O revenue for the first quarter. The check register was presented for review.

Burn Permits - There are several outstanding Burn Permits waiting for signatures. Chief Blankenship will sign them ASAP.

Housing Board - Discussion regarding the possibility of state funding for dilapidated house removal.

Safety - Mayor Fannin attended a meeting with other local mayors concerning COVID-19 safety measures. Mayor Fannin encouraged citizens to continue to follow the Governor's recommendations for safety.

Fire Department - Chief Blankenship reported that Phase 1 of the construction of the new fire station is almost complete. A gate will be installed on the property. He also reported that the call volume has reduced due to COVID-19. The county health department provided personal protective equipment for all of the firefighters. A new hot water tank was installed at the Fire Department.

Police Department - Chief of Police, Jack Ice has been making more rounds and issuing more warnings.

Street Department - The grass was cut on 2nd Avenue. The sewer problem at the Elswicks' former address on 3rd Avenue will be addressed with the help of the contractors currently in the town when they finish their job. The pot holes in the fire department driveway and pool area will be finished. A tree at the roadside park needs to be removed. The fire department will provide a chainsaw for the job.

Municipal Court - Cancelled due to COVID-19.

PAYMENT OF BILLS

Jay Ward asked the council to consider paying for his \$100.00 insurance bond through Garlow Insurance. Dee Leadmon made a motion for the town to pay for insurance bonds for all of the council members and town employees that handle financial matters (Mayor Fannin, Recorder, Jay Ward, Office Manager, Dee Leadmon and Town Clerk, Natalie Hackworth). Mike Szerokman seconded the motion. Motion passed unanimously. John Alderson made a motion to pay the bills. Dee Leadmon seconded the motion. Motion passed unanimously.

UNFINISHED BUSINESS

Back B & O Paid by Businesses - During the Budget Committee Meeting, the B & O taxes that the town received for the year were reviewed. Upon inquiry, it was discovered that the Glasgow Health and Rehabilitation Center had not paid B & O for

three years. The Glasgow Health and Rehabilitation Center wrote a check to the town for approximately \$289,000 to cover the unpaid B & O taxes. The council still needs to check with Nytis about possible B & O taxes owed.

Infrastructure and Police Accounts - John Alderson made a motion to create separate bank accounts for the Infrastructure and Police Fees. Mike Szerokman seconded the motion. Motion passed unanimously. It was also decided that the 5 people that have access to the town's general bank account will also have access to these accounts. The council also discussed the possibility of separate billing for the sewer fee and the infrastructure/police fees.

Department Accountability - Mayor Fannin would like to have Excel spreadsheets for each department to track inventory and maintenance.

NEW BUSINESS

Return Money to KCC - A check for \$62,991.50 which was granted to the Town of Glasgow from the Kanawha County Commission was returned after unexpected B & O revenue was received. Marty Blankenship made a motion to ratify the decision to return the money to the Kanawha County Commission. Mike Szerokman seconded the motion. Motion passed unanimously.

Adjustment of Town's Water Billing - Need to check with the Auditor's Office about adjusting the town's water billing.

Running Spreadsheet - Jay Ward suggested a running spending spreadsheet for each town department to better facilitate accountability. Dee Leadmon made a motion to create and update running spreadsheets to track expenditures. Mike Szerokman seconded the motion. Motion passed unanimously

ORDINANCES - None

PETITIONS - None

EXECUTIVE SESSION - John Alderson made a motion for an Executive Session. Marty Blankenship seconded the motion. Motion passed unanimously. The Executive Session started at 8:08 p.m.

John Alderson made a motion to come out of Executive Session at 9:33 p.m. Dee Leadmon seconded the motion. Motion passed unanimously.

Votes were required for the following:

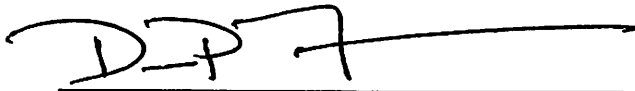
John Alderson made a motion to table Town Clerk, Natalie Hackworth's pay raise. Dee Leadmon seconded the motion. Motion passed unanimously.

Marty Blankenship made a motion to create Standard Operating Procedures for the different town departments. John Alderson seconded the motion. Motion passed unanimously.

Marty Blankenship made a motion to deny essential worker pay increase due to financial constraints. John Alderson seconded the motion. Motion passed unanimously.

ADJOURNMENT

John Alderson made a motion to adjourn the meeting. Dee Leadmon seconded the motion. Motion passed unanimously. Meeting adjourned at 9:35 p.m.



Mayor, Donald Fannin



Recorder, Jay Ward