

**TOWN OF GLASGOW**

**COUNCIL MEETING MINUTES**

**NOVEMBER 17, 2020**

Mayor Fannin called the meeting to order at 7:02 p.m.

Roll call was taken. All members present except for Eddie Hamilton and Marty Blankenship arrived late. A quorum was present.

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

Minutes for the previous meeting were presented for approval. John Alderson made a motion to approve the minutes as presented. Mike Szerokman seconded the motion. Motion passed unanimously.

**COMMITTEE REPORTS**

**Health and Sanitation** - Mayor Fannin reported that the sewer plant is getting caught up on the DMR and sludge reports except for October 2020 as required by the DEP.

**Recreation** - The town will continue to keep the park closed.

**Streets and Lights** - Eddie Hamilton not present to give report. Council members reported two street lights out on 3rd Avenue and one street light out on 4th Street. Traffic mirrors at the bottom of 3rd Avenue need to be replaced.

**Building** - Dusk to dawn light at Town Hall needs replaced. Still only have one bid for \$30,000 to replace the roof on Town Hall. Three bids have been placed on the Town Hall foundation repairs. Council member John Alderson is setting up a meeting with Commissioner Ben Salango to request financial help from the County Commission for some of the repairs needed in town. Recorder, Jay Ward suggested making a priority list of repairs.

**Finance** - Mayor Fannin reported the balances for the following:

General Fund - \$440,481.16

Utility Fund - \$4,010.75

Police Fund - \$42,173.78

Infrastructure Fund - \$24,864.55

Council reviewed copies of the check register and bank statements. Marty Blankenship made a motion to approve the financial statements. John Alderson seconded the motion. Motion passed unanimously.

**Burning Permits** - None to report.

**Housing Board** - Recorder, Jay Ward will order a book called the International Property Maintenance Code to assist with the process of condemning dilapidated buildings in town.

**Safety** - The Brim Insurance Company requires the completion of a safety questionnaire in order for the town to receive a discounted rate. John Alderson will complete the questionnaire.

**Fire Department** - Fire Chief, Marty Blankenship reported 11 fire calls so far this month.

**Police Department** - The Kanawha County Deputies are still patrolling Glasgow and Mayor Fannin reports that they are doing a fantastic job. Some applications have been received for consideration for the position of police officer.

**Street Department Report** - Director of Public Works, John Qualls, reported the following:

- A third party must install the backflow preventers on the town buildings. This is policy. (Marty Blankenship has information about a company that can do the installation.)
- Need to make a list of the areas in town where water leaks and drainage are problems. The contractors need the list in order to make the repairs.
- The state surplus only has half ton trucks right now. Still need to find a used truck that could be purchased for \$10,000 or less to be used as a salt truck for the town.
- The heater at the street department garage still needs to be fixed.

**Municipal Court** - Nothing to report.

## **PAYMENT OF BILLS**

Mike Szerokman made a motion to pay the bills. Marty Blankenship seconded the motion. Motion passed unanimously.

**P Card Statement** - Receipts for the P Card were presented to the mayor for review and accountability.

**Sewer Adjustments** - None.

## **UNFINISHED BUSINESS**

**Web Page** - Jay Ward will meet with consultant Tina Cobb in December to update the Town of Glasgow web page.

**Police/Sheriff Deputies** - See Police Department.

**Sewer Rate Increase** - Recorder, Jay Ward has a copy of Cedar Grove's paperwork for a sewer rate increase to use as a template. He will meet with the town attorney, Ray Keener to start the process.

**Housing Inspector** - Mike Szerokman spoke to the council about setting a start date for the implementation of a housing inspector to advise the town regarding dilapidated buildings. The council discussed possibilities and agreed that the ordinance would need to be rewritten first.

**Enforcement Officer** - Needs further discussion.

**Melrose Bids** - The town has only received one bid for \$10,000 to repair the culvert. It was decided that more bids need to be pursued.

**Town Building Roofs** - As previously stated, the town has only received one bid of \$30,000 to repair the town hall's roof. The council decided that this bid is too expensive and attempts to generate more bids are needed. Marty Blankenship made a motion to place an ad in the newspaper for bids. John Alderson seconded the motion. Motion passed unanimously.

**Pumper Truck Title** - The title cannot be located. Mike Szerokman will attempt to get a duplicate title issued.

## **NEW BUSINESS**

**Christmas Party Plan A & B** - The council decided not to have a Christmas party in the gym. The Christmas parade will still take place, with a possible date of Saturday, December 12th at 12:00 p.m. Treat bags with candy may be handed out during the parade.

## **ORDINANCES**

Recorder, Jay Ward presented the 2nd reading of the revised Burn Ordinance. John Alderson made a motion to accept the ordinance as presented. Mike Szerokman seconded the motion. Motion passed with a majority vote. Marty Blankenship abstained from voting.

## **PETITIONS**

Dagwood Blankenship requested the repainting of the lines designating his driveway space. John Qualls will take care of it.

## **EXECUTIVE SESSION**

Recorder, Jay Ward made a motion to convene an Executive Session. Dee Leadmon seconded the motion. Motion passed unanimously. The Executive Session started at 8:52 p.m.

Recorder, Jay Ward made a motion to adjourn the Executive Session. Marty Blankenship seconded the motion. Motion passed unanimously. The Executive Session adjourned at 9:22 p.m.

The council discussed job seniority for John Qualls and Dewayne Barton in relation to the fact that they worked for the town previously, left their positions, then were rehired. The council decided that their seniority starts from their current date of hire. The council also discussed accrued leave days. No more than 30 day of accumulated paid time off may be carried forward from one calendar year to another. All paid time off will be accrued, not front loaded. Recorder, Jay Ward made a motion to enact the decisions that the council made regarding seniority and paid time off. John Alderson seconded the motion. Motion passed unanimously.

## **ADJOURNMENT**

Mike Szerokman made a motion to adjourn the council meeting. Marty Blankenship seconded the motion. Motion passed unanimously. The council meeting adjourned at 9:25 p.m.

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Mayor, Donald Fannin

Recorder, Jay Ward