

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

**April 1, 2021**

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

Roll call was taken. All members were present except for Marty Blankenship. Town Attorney, Ray Kenner was also in attendance.

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

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

**COMMITTEE REPORTS**

**Finance (Budget Review and Levy)** - Recorder, Jay Ward has contacted the newspaper to publicize the Town Budget for 21-22. The council reviewed a copy of the 21-22 Town Budget. A copy of the Running Budget was also presented for the council to review. A budget line transfer needs to be made to the 20-21 budget to cover the Municipal Court Judge and Municipal Court Clerk. The State Auditor's Office stated that the Stimulus/Covid money does need to be deposited in a separately created bank account. The council reviewed and discussed the most current check register from the AccuFund accounting software.

**Fire Department** - No report.

**Police Department** - The candidate for the position of Glasgow Town Police Officer, Casey Shepherd, attended the meeting to introduce himself to the council.

**Street Department** - Director of Public Works, John Qualls presented bids to the council for the town painting project. The council decided to go with the bid from Jarvis Hardware. John Alderson made a motion to purchase the paint and supplies for the town painting project from Jarvis Hardware. Dee Leadmon seconded the motion. Jay Ward abstained from voting. Motion passed with a majority vote. After discussion

about the sewer issue on 4th Avenue, Jay Ward made a motion to reimburse the Young family \$610.00 for hiring Rotorooter for services related to their sewer line. The problem was found to be on the town's side of the sewer system, therefore, the town's responsibility. Dee Leadmon seconded the motion. John Alderson abstained from voting. Motion passed with a majority vote. Many of the signs in town are old and faded, and need to be replaced. Arrangements have been made with Mt. Olive Industries to fabricate new signs. Jay Ward made a motion to purchase the new signs at a cost of \$1,652.89, plus a \$15.00 delivery fee. Dee Leadmon seconded the motion. Motion passed unanimously.

## **PAYMENT OF BILLS**

John Alderson made a motion to pay the bills. Mike Szerokman seconded the motion. Motion passed unanimously.

## **UNFINISHED BUSINESS**

**Kanawha County Commission Letter** - The council discussed items to be included in the letter to the Kanawha County Commission requesting financial assistance. Items included: the Melrose culvert repair, Town Hall gym floor repair/replacement, repair water damage/leak at Town Hall as well as the roof repair.

**Gym Floor** - Dee Leadmon presented a bid for the gym floor repair. The council reviewed and discussed the bid.

**Water Waste Treatment Plant Wiring** - The project has been completed.

**Paint for Town Projects** - See Street Department.

**List of Projects** - Recorder, Jay Ward reviewed the list of completed and yet to be completed town projects with the council.

## **NEW BUSINESS**

**Credit Card Payments** - Mid-Market Payments Consultant, Michael Curtis made a conference call with the council to discuss the possibility of taking credit cards online to make payments for town fees and services. With the Elavon Merchant Credit Card Processing Service, the customer pays a 3% processing fee and a \$2.00 fee for ACH checks. (See attached proposal for complete details.) Recorder, Jay Ward made the motion to move forward with making arrangements for credit card payments for town

fees and services after consulting the Town Clerk. Mike Szerokman seconded the motion. Motion passed unanimously.

**Auditor's Report** - Recorder, Jay Ward presented the official State Auditor's Report to the council. There were 19 findings for the year 2018 and 15 findings for the year 2019. A letter needs to be drafted to the Kanawha County Prosecuting Attorney to address the non-compliance issues within the next 60 days.

**Housing Board Meeting Review** - The Housing Board proposed the continued use of the current town ordinances with the possibility of amendments as needed. The council decided to appoint Amanda Holmes to the Housing Board as Member at Large.

**Manlift for Spring Projects** - John Qualls will check on prices for a Sunbelt manlift needed for spring projects around town.

**Parking Issues on 4th Avenue** - Mike Szerokman addressed parking issues on 4th avenue with the council. The council went on to discuss other problem parking spots parking issues around town. Some parking spaces may need to be reconsidered or removed to alleviate some of the safety issues related to navigating through town.

**ORDINANCES** - Nothing to report.

**PETITIONS** - None.

## **EXECUTIVE SESSION**

John Alderson made a motion to convene an Executive Session. Eddie Hamilton seconded the motion. Motion passed unanimously. The Executive Session convened at 8:39 p.m.

Jay Ward made a motion to adjourn the Executive Session. John Alderson seconded the motion. Motion passed unanimously. The Executive Session adjourned at 9:10 p.m.

Following the Executive Session, a vote was needed. Jay Ward made a motion to hire Casey Shepherd as the new Town Police Officer. Mike Szerokman seconded the motion. Motion passed unanimously.

## **ADJOURNMENT**

John Alderson made a motion to adjourn the Town Council Meeting. Dee Leadmon seconded the motion. Motion passed unanimously. The council meeting adjourned at 9:12 p.m.

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Mayor, Donald Fannin

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Recorder, Jay Ward