

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

**April 19, 2021**

Mayor Fannin called the meeting to order at 7:01 p.m.

Roll call was taken. All members were present and a quorum was present. Marty Blankenship participated via Zoom.

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. Dee Leadmon seconded the motion. Motion passed unanimously.

**COMMITTEE REPORTS**

**Health and Sanitation** - John Qualls is working on an easement for Carol James' sewer issue on 4th Avenue. Mayor Fannin talked to the PSC about filing easements.

**Recreation** - The park is still being painted and repaired. It will be opening soon.

**Streets and Lights** - Eddie Hamilton will give Mayor Fannin a list of street lights that need to be replaced. Mike Szerokman reported some broken lights at the boat dock.

**Building** - One building permit was issued.

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

General Fund - \$386,325.86

Sewer Deposit Fund - \$2,216.44

Police Fund - \$70,598.44

Infrastructure Fund - \$50,558.13

Coal Severance Fund - \$3,099.99

Recorder, Jay Ward informed the council that a budget revision was needed for the 20-21 Town Budget to cover the expenses for the Municipal Judge and Municipal Clerk. Mike Szerokman made a motion to move \$950.00 from the City Hall line of the 20-21 Town Budget to the Municipal Judge line. John Alderson seconded the motion. Motion passed unanimously. The council reviewed a list of residents that still have past due statements for town fees and services. Further steps will be taken via Magistrate Court. The council also reviewed the check register.

**Burning Permits** - A few permits have been approved.

**Housing Board** - Nothing to report.

**Safety** - A letter of agreement will be distributed to town employees regarding new safety equipment they will receive for accountability purposes. Marty Blankenship proposed providing a \$100.00 reimbursement to street department employees to purchase steel toed work boots. He will write the agreement paperwork. Jay Ward made a motion to provide safety glasses, work gloves and boots for street department employees. John Alderson seconded the motion. Motion passed unanimously.

**Fire Department** - The fire department has responded to 9 calls so far this month. Only one of the calls was in town. The fire department is waiting for some new equipment to come in. There are no equipment or maintenance issues to report. Some of the members of the fire department are still taking classes and will be fully certified soon.

**Police Department** - Chief of Police, Darrick Cox reported that the new officer has had the necessary training completed to start the job. The town will continue to utilize the Kanawha County Deputy Sheriff's officers to patrol as well. The Sheriff's Department is sending an Evidence Technician to process all of the old evidence being stored at the Police Department. Mayor Fannin would like to have an increased awareness about speeding through town. With the warmer weather, more kids are playing in the streets and obeying the speed limit is necessary for safety.

**Street Department** - Director of Public Works, John Qualls reported that the street department has started painting the park and still needs to replace some benches. He also reported that some residents who are not paying their trash fees are not only continuing to put out trash for pick up, but excessive amounts of trash. John will document the residents to determine further steps. The street department weed eaters and lawnmowers need to be serviced to prepare for the summer. Marty Blankenship made a motion to provide the street department with \$300.00 to get the equipment serviced. John Alderson seconded the motion. Motion passed with a majority vote.

Jay Ward abstained from voting. John Qualls informed the council that a new bearing is needed for the sewer plant at a cost of approximately \$1,200. John Alderson made a motion to purchase the bearing. Dee Leadmon seconded the motion. Motion passed unanimously. Marty Blankenship asked John Qualls to generate a list of necessary purchases for the sewer plant that the Covid Relief money the town will receive could be spent on.

**Municipal Court** - Some citations have been issued, but no Municipal Court until next month.

**Web Page** - Nothing new to report.

### **PAYMENT OF BILLS**

Recorder, Jay Ward asked the council to reimburse the cost of his annual bond through Garlow/Erie Insurance for the sum of \$100.00. John Alderson made a motion to reimburse Jay Ward for the bond. Dee Leadmon seconded the motion. Motion passed with a majority vote. Jay Ward abstained from voting. Marty Blankenship made a motion to pay the town bills. John Alderson seconded the motion. Motion passed unanimously.

### **P CARD STATEMENT**

Mayor Fannin reviewed the P Card Statement and made a payment of \$880.33. Receipts were made available for council's review. Marty Blankenship suggested the possibility of purchasing a stamp machine to save money on postage.

### **SEWER ADJUSTMENTS**

No sewer adjustments were made.

### **UNFINISHED BUSINESS**

**Gym Floor and Roof** - There have been difficulties locating contractors willing to give estimates and consider taking on the projects of repairing the Town Hall roof and gym floor. Marty Blankenship suggested contacting Dale Balser about the roof. The council discussed asking the Kanawha County Commission for the money needed to repair the roof and the gym floor of Town Hall.

**List of Projects** - The following projects were discussed:

- Smoke tests still need to be done.
- Roof estimate needed for building on Route 60.
- Backflow preventers will be installed starting next week.
- Traffic control plan for the Melrose culvert project
- Need to purchase a drain jetter with a heater (purchase with Covid Relief money)

## **NEW BUSINESS**

**Digital Format** - Recorder, Jay Ward asked the council to consider the possibility of sending copies of the meeting minutes digitally. The council agreed that sending the minutes digitally could save time and money spent on paper. The council also discussed purchasing a flat screen TV for the council chambers to be used to project from a laptop. Estimates will be compared. Mike Szerokman made a motion to spend up to \$1,000.00 to purchase a flat screen TV for the council chambers. Eddie Hamilton seconded the motion. Motion passed unanimously.

**DNR Dock Improvement** - Mayor Fannin and Jay Ward met with the DNR representatives about making improvements to the boat dock. The representative stated that there is currently no funding available from the DNR to upgrade the boat dock. There was also a discussion about the renewal of the boat dock lease with the DNR. Jay Ward made a motion for the Town of Glasgow to renew the boat dock lease agreement with the DNR for a cost of \$1.00 for ten years. John Alderson seconded the motion. Motion passed unanimously.

**Marmet Sewer Sprayer Purchase** - The Marmet Sanitation Department recently helped the Town of Glasgow by jetting out the sewer lines with their equipment. The Marmet Sanitation Department performed this service as a good-will gesture, not asking for any payment for their time, effort and use of their equipment. As an act of appreciation, The Town of Glasgow would like to purchase a backpack pump sprayer for the Marmet Sanitation Department. Recorder, Jay Ward checked with the Ethics Commission to determine if this was allowable. The Ethics Commission representative indicated that there is no conflict of interest. Marty Blankenship made a motion to purchase a backpack pump sprayer for the Marmet Sanitation Department from The Best Hardware at a cost of \$129.99. Mike Szerokman seconded the motion. Motion passed with a majority vote. Jay Ward abstained from voting.

**ORDINANCES** - Nothing to report.

**PETITIONS** - No petitions

## EXECUTIVE SESSION

John Alderson made a motion to convene an Executive Session. Dee Leadmon seconded the motion. Motion passed unanimously. The Executive Session convened at 8:50 p.m.

John Alderson made a motion to adjourn the Executive Session. Eddie Hamilton seconded the motion. Motion passed unanimously. The Executive Session adjourned at 9:06 p.m.

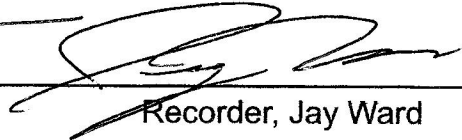
No vote was needed following the Executive Session.

## ADJOURNMENT

Dee Leadmon made a motion to adjourn the Council Meeting. Mike Szerokman seconded the motion. Motion passed unanimously. The council meeting adjourned at 9:07 p.m.



Mayor, Donald Fannin



Recorder, Jay Ward