

# TOWN OF GLASGOW

## COUNCIL MEETING MINUTES

**March 15, 2021**

Mayor Fannin called the meeting to order at 7:06 p.m.

Roll call was taken. All members were present except for Marty Blankenship.

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 accept the minutes as presented. Eddie Hamilton seconded the motion. Motion passed unanimously.

### **COMMITTEE REPORTS**

**Health and Sanitation** - The DEP performed an inspection of the sewer plant. A report will be submitted to the town.

**Recreation** - The park needs to be inspected for repairs in preparation for reopening and warmer weather. Recorder, Jay Ward presented a letter to the council from the DNR requesting a renewal of the lease agreement for the boat dock. The original agreement was \$1.00 for a five-ten year lease. Jay proposed requesting improvements to the boat dock area from the DNR in exchange for a renewal of the lease. Mayor Fannin will check into this.

**Streets and Lights** - Mayor Fannin spoke with Wayne Balsler from AEP about replacing the fluorescent street lights with LED lights. The LED lights provide more light and are also more energy efficient. Mayor Fannin will get more information and check on prices.

**Building** - Nothing to report.

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

General Fund - \$388,795.96

Sewer Deposit Fund - \$2,216.44

Police Fund - \$69,448.28

Infrastructure Fund - \$46,457.03

Coal Severance Fund - \$3,099.99

A letter will be served to a former business that owes B & O taxes. The business will have ten days to respond after the letter is served.

The Riverside High School Class of 2021 sent a letter to the council requesting a monetary donation for Project Graduation. After discussion, Mike Szerokman made a motion for the Town of Glasgow to make a \$200.00 donation to Riverside High School for Project Graduation. Dee Leadmon seconded the motion. Motion passed unanimously.

Within 30 days, the town should receive approximately \$175,000 in Covid Relief funds. Another \$175,000 should be received sometime in September. Criteria specifying what the funds can be used for is forthcoming.

John Alderson spoke with Kanawha County Commissioner, Ben Salango about the possibility of funding from the Kanawha County Commission for town projects. Salango suggested sending a formal letter of request from the council to the Kanawha County Commission.

The council discussed the possibility of charging WV American Water B & O taxes. Other utilities that provide services to Glasgow residents are already paying B & O taxes. There was a discussion about the possibility of adjusting other town fees in the future to compensate for any added fees that may be passed on to customers to compensate for the B & O taxes. John Alderson made a motion to begin charging WV American Water B & O taxes starting the 2nd Quarter of 2021. Eddie Hamilton seconded the motion. Motion passed unanimously.

**Burning Permits** - A few applications have been submitted for approval.

**Housing Board** - Recorder, Jay Ward asked the council to consider how to proceed with implementation of the International Property Code. The council decided to have another meeting for clarification purposes, especially regarding regulations about

fencing around pools. The Housing Board Committee will meet again on Thursday, March 25th at 7:00 p.m.

**Safety** - Jay Ward asked the council to consider purchasing safety glasses and gloves for street department jobs that require them. Workers could sign an agreement that they received the equipment and will be required to use them if purchased. Jay Ward made a motion to buy safety equipment for the street department for \$150.00. Mike Szerokman seconded the motion. Motion passed unanimously. Mike Szerokman suggested purchasing the equipment in bulk from Harbor Freight.

**Fire Department** - Fire Chief, Marty Blankenship was not present to give a report.

**Police Department** - Police Chief, Darrick Cox informed the council about a potential applicant for the police department. Mayor Fannin will set up an interview with the applicant. The Fire Department larceny investigation is still on-going. The shopping carts around town are still an issue. Mayor Fannin spoke with the manager of Save-a-Lot. The manager will ask for guidance from the corporate office. The council discussed the possibility of issuing fines for the shopping carts.

**Street Department** - Director of Public Works, John Qualls reported that the new Welcome to Glasgow signs have been installed. Other new signs have been installed around town as well. He gave the council a list of needed supplies for painting projects around the town at the cost of \$2,257.10. This is the estimate that he got from Jarvis Hardware. He will seek other bids before making a purchase. Smoke testing is still in the planning stages. The council discussed the possibility of an ordinance banning "Jake Brakes" on Route 60 through Glasgow.

**Municipal Court** - Nothing on the docket.

**Web Page** - Jay Ward has updated some information and still needs to update more. Mike Szerokman checked with a credit card processing company about being able to pay town fees online via the web page. Will be discussed further at a future meeting.

## **PAYMENT OF BILLS**

John Alderson made a motion to pay the bills. Dee Leadmon seconded the motion. Motion passed unanimously

## **P CARD STATEMENT**

Mayor Fannin has reviewed the statement and made the P Card payment.

## **SEWER ADJUSTMENTS**

No sewer adjustments were made.

## **UNFINISHED BUSINESS**

**Lien Letters** - Recorder, Jay Ward spoke with Town Attorney, Ray Keener about holding landlords and property owners accountable for unpaid town fees. Still waiting to get more information.

**Street Department Inventory Sale** - John Qualls discussed a list of outdated or unused equipment/vehicle inventory that could be sold. To start the process, the inventory to be sold will need to be posted in the paper.

**Roofs** - The temperatures are still not optimal for repairing the town building roofs. The gym roof is now leaking in several places. Dee Leadmon will call for repair estimates for the gym floor.

**Town Engineer** - Table until next meeting.

**Melrose Culvert Repair** - Still waiting to hear more details from contractor Steve Giannini.

**Money in Rainy Day Fund** - The council needed to vote to amend the Town Budget to include the Rainy Day Fund for accounting purposes. John Alderson made a motion to amend the 20 -21 Glasgow Town Budget to include the Rainy Day Fund. Mike Szerokman seconded the motion. Motion passed unanimously. Mike Szerokman made a motion to add the Rainy Day Fund to the 21 -22 Glasgow Town Budget. John Alderson seconded the motion. Motion passed unanimously.

**Backflow Preventers** - The town was granted an extension to complete this project. It needs to be completed by the end of March. It will cost between \$400 - \$600 per building. Jay Ward made a motion to start installing the backflow preventers. Dee Leadmon seconded the motion. Motion passed unanimously. The project will begin with the Senior Building.

## **NEW BUSINESS**

**Budget Meeting Updates** - The 21- 22 Glasgow Town Budget has been completed and submitted to the State Auditor's Office for approval.

**Summer Help (inmates)** - Mayor Fannin has a contact number to call about scheduling inmates for work in town this summer.

**Town Equipment (benches)** - The benches in the park need to be repaired/replaced.

**Appointment for Representative for Lien Letters** - Mike Szerokman agreed to represent the Town of Glasgow in Magistrate Court for cases related to lien proceedings. The town will pay for Mike's expenses incurred while representing the town at court. Dee Leadmon made a motion to appoint Mike Szerokman as the town's representative in Municipal Court and pay for his expenses. Eddie Hamilton seconded the motion. Motion passed unanimously.

**Sewer/Boat Dock Cameras** - Jay Ward will reach out to Steve Johnson about cameras for the Sewer Plant and boat dock area.

## **ORDINANCES**

**Humane Society/Dogs** - The contact number for the Kanawha County Humane Society was posted on the Town of Glasgow Information Page on Facebook.

**Farm Animals** - The council will research the ordinances for any references to ownership of farm animals within the town.

**Enforcement** - Mayor Fannin will reach out to a possible Enforcement Officer.

**PETITIONS** - None.

## **ADJOURNMENT**

John Alderson made a motion to adjourn the council meeting. Dee Leadmon seconded the motion. Motion passed unanimously. Meeting adjourned at 9:14 p.m.

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Mayor, Donald Fannin

Recorder, Jay Ward