

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

**March 21, 2022**

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

Roll call was taken. Council members present included: Mayor Fannin, Recorder, Jay Ward, Dee Leadmon, Eddie Hamilton, John Alderson, Marty Blankenship and Mike Szerokman.

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

The Budget Meeting minutes were presented for approval. John Alderson made a motion to approve the minutes as presented. Marty Blankenship seconded the motion. Motion passed unanimously.

The minutes for the previous council meeting were presented for approval. John Alderson made a motion to approve the minutes with one correction. Kanawha County, not the DEP, will pay for dump fees for the April 23rd County Cleanup Day. Marty Blankenship seconded the motion. Motion passed unanimously.

**COMMITTEE REPORTS**

**Health and Sanitation** - Nothing to report.

**Recreation** - Nothing to report.

**Streets and Lights** - Three lights were reported to be out.

**Building** - Jay Ward informed the council that Town Engineer, Will Thornton shared a copy of Oak Hill's Building Permit form to review for consideration regarding changes to Glasgow's form. The council discussed possible changes to Glasgow's Building Permit form.

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

General Fund - \$310,276.50

Utility Deposit Fund - \$2,391.44

Police Fund - \$63,989.04

Infrastructure Fund - \$43,612.23

Coal Severance Fund - \$5,081.37

American Relief Act Fund - \$113,945.00

The council reviewed the check register. Recorder, Jay Ward will check on a bank service charge.

The council discussed finding a new accounting program. Jay Ward made a motion to approve the plan for Marty Blankenship to investigate accounting programs that other communities are using. John Alderson seconded the motion. Motion passed unanimously.

Mayor Fannin, Recorder, Jay Ward and Town Clerk, Natalie Smith will schedule a meeting with AccuFund consultant, Jeff Feamster to discuss the AccuFund program.

A date was set for another Budget Meeting to finalize the FY 22-23 budget. The meeting will be on Monday, March 28th at 7:00 p.m.

**Burning Permits** - No permits issued.

**Housing Board** - See minutes for the Housing Board meeting on March 21, 2022 at 6:30 p.m.

**Safety** - Nothing to report.

**Fire Department** - Chief Blankenship reported 9 calls for March so far: 4 investigations, 1 motor vehicle accident, 1 move up, 1 carbon monoxide alarm, 1 vehicle fire, and 1 brush fire.

**Police Report** - Chief of Police, Brian Drake resigned from his position, therefore, no police report was given.

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

- Sludge has been tested and taken to the landfill.
- One bid obtained for the transfer switch. Will attempt to get two more.
- The street department has started trimming trees. The work has started on Melrose.
- Still working on an estimate for manhole linings and sewer pipe linings.

**Municipal Court** - One citation was issued but it is not on the docket yet.

**Web Page** - No updates.

### **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 reviewed the statement and will make a payment of \$260.00

**SEWER ADJUSTMENTS** - None.

### **UNFINISHED BUSINESS**

**Trash Truck Update** - The trash truck's check engine light is on. It is also using engine oil. The truck is at Todd Ford Judy for evaluation.

**Sewer Plant Electrical Status** - The electrician is almost done with the sewer plant project.

**Town Hall Foundation Update** - The street and fire department verified that water is coming into Town Hall under the door seals. Air quality testing needs to be done so that Town Hall can be reopened.

**Lien Updates Aug. 21 - Mar. 21** - 47 lien letters were mailed to residents who need to make payments for Town Fees and Services.

**Town Security Cameras Update** - A representative will meet with Mayor Fannin next week to discuss the project.

**Hiring Part Time Help** - One person has been hired part time for the street department.

**OIT Sewer Plant** - Some town employees are working on OIT (Operators in Training) certification for the sewer plant.

**SOP for Town Vehicle Maintenance** - Maintenance logs are being kept.

**April 23rd County Clean Up** - Need to create a notification flier for residents. Also need to post it on social media.

**Town Yard Sale** - Still scheduled for June 4th, with June 11th as the rain date.

## **NEW BUSINESS**

**Amazon Account Yearly** - The council discussed and agreed to switch to an Amazon Prime subscription (yearly as opposed to monthly membership fee) to save money.

**Sewer Separate Account** - After discussion, Jay Ward made a motion to create a separate sewer account for sewer funds. Marty Blankenship seconded the motion. Motion passed unanimously.

**Town Newsletter** - The council decided to disseminate the information from the proposed newsletter at a town sewer rate meeting. Marty Blankenship made a motion to table the newsletter for now. John Alderson seconded the motion. Motion passed unanimously.

**Radios Street Department** - Mayor Fannin proposed purchasing radios for street department employees. Marty Blankenship made a motion to purchase 6 radios and chargers for a cost of up to \$300. John Alderson seconded the motion. Motion passed unanimously.

## **ORDINANCES**

Marty Blankenship made a motion to postpone the Amended Sewer Rates Ordinance and the Sewer Usage Ordinance until April 18th. Dee Leadmon seconded the motion. Motion passed unanimously.

**PETITIONS** - None.

## **EXECUTIVE SESSION**

John Alderson made a motion to convene an Executive Session. Marty Blankenship seconded the motion. Motion passed unanimously. The Executive Session convened at 9:03 p.m.

John Alderson made a motion to adjourn the Executive Session. Marty Blankenship seconded the motion. Motion passed unanimously. The Executive Session adjourned at 9:49 p.m.

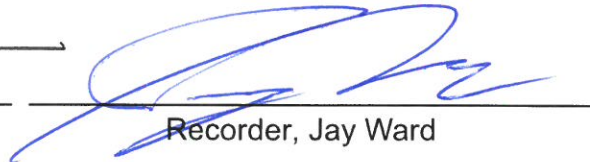
Marty Blankenship made a motion to hire Kanawha County Sheriff's Department deputies to patrol Glasgow due to the resignation of Chief of Police, Brian Drake. Dee Leadmon seconded the motion. Motion passed unanimously.

### **ADJOURNMENT**

John Alderson made a motion to adjourn the council meeting. Dee Leadmon seconded the motion. Motion passed unanimously. The council meeting adjourned at 9:50 p.m.

A handwritten signature in black ink, appearing to read 'D-F', followed by a horizontal line.

Mayor, Donald Fannin

A handwritten signature in blue ink, appearing to read 'Jay Ward', followed by a horizontal line.

Recorder, Jay Ward