

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

**October 16, 2023**

Recorder Jay Ward called the meeting to order at 7:01 p.m.

Roll call was taken and a quorum was present. Those in attendance included: Recorder Jay Ward, John Alderson, Mike Szerokman, Eddie Hamilton, Marty Blankenship and Susan Ward. Mayor Fannin was absent.

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

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

**COMMITTEE REPORTS**

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

**Recreation** - Nothing to report.

**Streets and Lights** - Nothing to report.

**Building** - Marty Blankenship and Natalie Smith will follow up on the installation of the new window at the Senior Building. The generator at Town Hall needs repairs. After discussion, Marty Blankenship made a motion to contact a Generac repairman for repairs. John Alderson seconded the motion. Motion passed unanimously.

**Finance** - Jay Ward reported the following balances:

General Fund - \$218,319.40  
Sewer Fund - \$136,028.36  
ARPA - \$79,228.51  
Sewer Reserve Account - \$20,025.00  
Police Fee Fund - \$28,567.55  
Infrastructure Fee Fund - \$47,219.04  
Coal Severance Fund - \$2,702.75

Jay Ward reported to the council that according to the State Auditor's Office, Coal Severance Funds can be used to purchase refreshments for town parties.

**Burning Permits** - No permits issued.

**Housing Board** - See minutes for the Housing Board Committee meeting prior to the council meeting on October 16th. Jay Ward, Darrick Cox and Amanda Holmes will meet to write an SOP for ordinance enforcement.

**Safety** - Nothing to report.

**Fire Department** - Chief Blankenship reported the following fire department responses: 1 pedestrian struck, 5 general alerts, 1 traffic accident, 2 structure fires and 5 medical calls. The fire department just finished a firefighter class. One of the firemen will be promoted to Captain as soon as training is complete. The fire department will be participating in Trunk or Treat at the Cedar Grove medical center as well as at City National Bank. On Halloween night, the fire department will be serving hot chocolate and giving out candy at the fire station. Pump testing was performed on all apparatus and everything passed.

**Police Department** - Jay Ward, Marty Blankenship and Darrick Cox met previously to review the budget to determine if funds were available for another part-time officer. After discussion, an agreement was reached to try funding another part-time officer for 90 days. After 90 days, the budget will be reviewed again to determine if funding can continue. The new officer, Patrick McKinney introduced himself to the council at the meeting. Darrick Cox submitted a 50/50 Public Safety Grant for a new police vehicle. The town's part of the grant would be approximately \$20,000. The town will have until June of 2024 to come up with the funds for the matching grant. If the funds are not available at that time, the Public Safety Grant money will be returned or reallocated. Chief Cox reported a copper theft from the AEP plant. There was also a theft from the Erie Insurance Company on Route 60. Copper, cable and telephone wires were stolen. The thefts are still under investigation. The council discussed the need for the creation of municipal citations.

**Street Department** - Director of Public Works, John Qualls presented a quote for \$3,600 for a blower motor. Eddie Hamilton made a motion to purchase the blower motor for \$3,600. Susan Ward seconded the motion. Motion passed unanimously. The rails that support the pump in the digester need to be replaced. Jay Ward will call Region 3 representative Bruce Mullins to determine if there is emergency funding available to replace the rails. Jay will also let Bruce know that a bypass pump has been put on hold

for now. On November 2nd, Monica Crosby from the EPA will meet with Mayor Fannin, Recorder Jay Ward, John Qualls and Brian Higginbotham to discuss the status of the sewer plant. Mike Szerokman presented quotes for carports to cover the drying beds which the council discussed and considered. John Qualls gave quotes for various tools and meters needed for the maintenance of the sewer plant. Marty Blankenship made a motion to purchase a sample dipper, chlorine test kit and sludge judge for approximately \$500. John Alderson seconded the motion. Motion passed unanimously. John Qualls reported to the council that the paperwork for the fuel agreement with KRT has been completed. The ad for the Sewer Plant Operator will run in the paper until October 27th. The council will review the applications on November 2nd. Interviews will be scheduled for November 7th-9th and the job awarded by the 10th. Marty Blankenship will come up with a list of interview questions for the applicants.

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

**Web Page** - Marty Blankenship made a motion to table changes to the web page until next year. Susan Ward 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.

#### **P CARD STATEMENT**

Mayor Fannin will review and pay the P Card statement.

#### **SEWER ADJUSTMENTS**

No adjustments were made.

#### **UNFINISHED BUSINESS**

**Security Cameras** - Darrick Cox will call the company representatives to discuss the cameras.

**New River/Sewer Update** - Eric Hartwell attended the meeting. He informed the council that the Facilities Plan should be completed soon. Once it has been completed, a public meeting needs to be scheduled. Accountant Dave Snowden needs to get the PSC report to the sewer project accountant, Michael Griffith.

**Town Hall Sidewalk Update** - Still waiting on 2 bids.

**Audit Accountant Update** - One bid for Audit Accountant has been turned in so far.

**Halloween Party Details/Update** - After discussion, Marty Blankenship made a motion to use up to \$702.75 from the Coal Severance Fund to purchase pizza, cupcakes, cookies and drinks for the town Halloween party. Eddie Hamilton seconded the motion. Motion passed unanimously.

### **NEW BUSINESS**

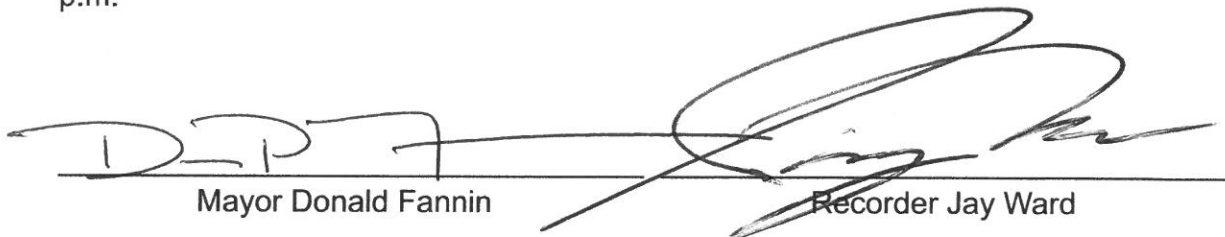
**Smoke Test** - Letters sent to residents regarding the previous smoke test will be reviewed before another smoke test is scheduled.

**Police Department Plan Updates** - See Police Department report.

**ORDINANCES** - Nothing to report.

**PETITIONS** - No petitions.

**ADJOURNMENT** - John Alderson made a motion to adjourn the council meeting. Susan Ward seconded the motion. Motion passed unanimously. The meeting adjourned at 8:48 p.m.



Two handwritten signatures are shown above horizontal lines. The signature on the left is for Mayor Donald Fannin, and the signature on the right is for Recorder Jay Ward.

Mayor Donald Fannin

Recorder Jay Ward