

MARLINTON TOWN COUNCIL

August 2, 2021

Regular Meeting Minutes

Location: Municipal Building Auditorium with Zoom and call-in options.

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

The Recorder called the roll.

Present:	Sam Felton, <i>Mayor</i>	B.J. Gudmundsson, <i>Recorder</i>
	Scott Gibb	Bill McMann
	Joe Smith	Gail Hyer
	Chris Curry	

Reading and Approval of Prior Council Meeting Minutes

- Joe Smith made a motion to approve the Minutes of the Regular Meeting on 07/12/21 and the corrected minutes of the Special Meeting on 6/14/21 as presented; Scott Gibb seconded.
Motion carried unanimously.

Mayor's Report

Mayor Felton gave his report which is attached at the end of these minutes. He also reported that demolition of the H Building is waiting on the contractor.

Public Input

None

Committee and Department Reports

None

UNFINISHED BUSINESS**1. Discuss and/or Act on Temporary and Permanent Tower/Land Lease Agreement with Verizon for Placement of a Communication Tower on Town's Property at 919 Third Avenue**

Joe Smith pointed out that there are restrictions in the deed for the property. Attorney Tom White said that amendments could be made to the contract, therefore the item was tabled until the next meeting.

NEW BUSINESS

1. Discuss and/or Act on Region IV Application for Technical Review and Funding Feasibility to the West Virginia Infrastructure Jobs and Development Council - Sewer System Improvement Project

It was explained to Council that this application would be filed with the understanding that the Town does not have to pursue this funding scenario.

- Scott Gibb made a motion to approve submitting the Application for Technical Review and Funding Feasibility to the WV Infrastructure Jobs and Development Council; Joe Smith seconded. ***Motion passed.***

Wayne Hypes, Dunn Engineering, said that they are watching the deadlines for the DEP Consent Order. The treatment plan has been submitted to the DEP and is under review. He also reported that the 2nd Avenue lift station problems must be fixed immediately.

2. Discuss and/or Act on Region IV Resolution #4 - Sewer System Improvement Project

- Joe Smith moved to approve Resolution #4 for smoke testing totaling \$3,057.50: B. J. Gudmundsson seconded. ***Motion passed.***

3. Discuss and/or Act on Pocahontas Memorial Hospital Water/Wastewater Engineering Request for Proposals

- Scott Gibb moved to proceed with advertising for Request for Proposals for the PMH Water/Wastewater Engineering; Joe Smith seconded. ***Motion carried unanimously.***

4. Discuss and/or Act on Budget for Property Clean-Up

- Joe Smith moved to transfer \$25,000.00 from the Streets and Sidewalk Budget to Property Clean-Up; Gail Hyer seconded. ***Motion passed.***

5. Discuss and/or Act on the Hiring of a Part-Time Police Officer

- B. J. Gudmundsson moved to go into Executive Session; Joe Smith seconded. ***Motion passed.***

Council went into Executive Session at 8:26 p.m.

- Joe Smith moved to come out of Executive Session; B. J. Gudmundsson seconded. ***Motion passed.***

Executive Session ended at 9:24 p.m.

No Action

6. **Discuss and/or Act on The Personnel Committee use of proper forms for 90-Day probationary review, Yearly evaluation for pay raises, General Evaluations, other.**
7. **Discuss and/or Act on The Personnel Committee to handle the progressive steps for disciplinary action and reasons for disciplinary action are outlined in the Employee Handbook pages 22 and 23 and the warning form, for all three violations, as outlined in the back of the handbook under "other forms".**
9. **Discuss and/or Act on The Personnel Committee Define roles of the personnel committee and the liaisons.**

- Gail Hyer moved to take no action on Items 6, 7 and 9; Joe Smith seconded. ***Motion carried.***

8. **Discuss and/or Act on The Personnel Committee needs to provide an office assistant, as previously agreed and consider a second assistant to help with projects and personnel**

The Town will advertise again for a part-time office assistant.

Approve Invoices/Payment of Bills

- Joe Smith moved to pay the bills; Scott Gibb seconded. ***Motion passed.***

Adjournment

Joe Smith moved to adjourn. ***The meeting adjourned at 9:36 P.M.***

Respectfully Submitted:

Sam Felton, Mayor

B. J. Gudmundsson, Recorder

MAYORS REPORT FOR August 2021 MTC Meeting:
July 2021 MTC activity Report.

7/1 – Cassie & I on sewer project w/USDA. Then Ruthana Beezley w/GVEDC (*liaison report)

PIONEER DAYS COMMITTEE Meeting.

7/2 – Working on a request for utilities for a development & Grant follow-up for 7/15 submission.

FIRST FRIDAY LOGISTICS (seemed a success) Chelsea Faulknier at Marlinton Listens Table

7/5 – HOLIDAY, I mowed GRT to Stilwell & weed eat grass in Town. (STAR ON VAC/all week)

7/6 – County Commission via Zoom. Communicate with Zack on property issues.

7/7 – Lauren on signs/sod/and overlook. Check on flower watering. BIKETOWN Zoom Interview, from Bellingham, WA.

7/8 – MFTP strategic planning & Pocahontas County Broadband Council Zoom Meetings.

7/9 – funding proposal submitted to IJDC for sewer project. Attended Open House at Day Report

7/12 – follow-up on June complaints, (Dumpster w/lids prices have gone from 1100 to 2300 since January 2021. Regular MTC Meeting. Ordered backup buzzer & idle-up switch. MFT Grants Coord Meeting. Bicentennial Committee Meeting.

7/13 – Send Verizon Contract to Tom White, add survey information to FB & next water bills,

7/14 – PCSC Board Meeting to reopen center. 6PM Mon Zoom from home.

7/15 – Return calls to answer Concerns. To WSS, for quarterly MFTP Meeting. 6PM Planning

7/16 – Day Off

7/19 – Report of leak in GB Hill tank vault. (Dunn repaired). Reviewing Grant Coord Resumes.

7/20 – Dinsmore conference call w/Dunn Engineers, SHARC Zoom, County Commission,

(FYI - Had auditorium window caulked)

7/21 – Out of Office, to attend annual Region 4 Meeting at Glen Jean. (Calls from on-road).

7/22 – (2) Region 4 sewer conference calls in preparation for IJDC Submissions. Poca Brdband.

7/23 – Routine meetings plus Seniors Program Board meeting afternoon. Sandeno w/paperwork.

7/26 - Complete reference checks on Grants Coordinators Candidates. Other follow-up.

7/27 – Prepared Interview Questions for tomorrow's interviews. Garbage Dumpsters issues.

7/28 – 6-Hours of Zoom Meetings, including 3 separate interviews for Grants Coordinator.

7/29 – Sewer Project Discussion w/Region 4 and others. (Discussed ideas for office space).

7/30 – Carried pertinent files to Tom White. (Parts of every workday on include some parts of Priority Items: Dilapidated & Abandoned properties, DEP Response, proposed sewer project, and Broadband).