TOWN OF MARLINTON

Marlinton Town Council
February 5, 2024
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 Mayor led the Council and the audience in the Pledge of Allegiance.

The Recorder called the roll.

Present:	Sam Felton, Mayor	Mary K. Clendenen, Recorder
	Olivia Dean	Joe Smith
	Scott Gibb	Roger Trusler
	Tom Miller	
Absent:	None	

Reading and Approval of Prior Council Meeting Minutes: The Council reviewed the minutes of the January 8, 2024 Regular Meeting, the January 18, 2024 and January 25, 2024 Special Meeting Minutes, and the January 25, 2024 Personnel Committee Meeting Minutes.

- Scott Gibb moved to approve all of these minutes as presented. Roger Trusler seconded the motion. **Motion passed by unanimous vote.**

Mayor's Report: The Mayor reviewed his monthly report with the Councilmembers. The Town has been approved for a DEP grant in the amount of $217,000 to remove twelve dilapidated structures. He also informed everyone that Destination by Design will present information on the Streetscape Kickoff at a special meeting on February 14th.

Hear Public Input: Dan Knight commended the Town employees for doing a great job plowing after the recent snow. Zed Weatherholt asked if the public would still be allowed to request that items be put on agendas for future meetings and to speak about them without the three-minute time limit. The Mayor responded that a member of the public would be allowed to discuss an item that they have specifically requested to be put on the agenda, and the three-minute time limit would not apply.

Committee and Department Reports: Tom Miller, Fire Department Liaison, reported that the Municipal Building's generator, which has been in service since 1987, needs to be replaced. The Department of Homeland Security has advised that grants are available through the Hazard Mitigation Group to assist with the purchase of a generator. The Town would need to apply for the grant because the generator serves the Municipal Building. Roger Trusler volunteered to assist the Fire Department's grant writer with the grant application. Councilman Miller also asked whether the Town would be testing fire hydrants in 2024. Mayor Felton said he would ask Sam Dunn to confirm to what extent the hydrants had been tested in 2022/2023, and if they are only required to be tested at least every four years. He said the Town will attempt to test them at least every other year. The Town has applied for funding to replace several hydrants but has not yet received approval or denial of the grant application because the Infrastructure Council received so many applications after the Charleston fire. One hydrant near Dairyland has already been replaced.

Mary Clendenen reported that the Personnel Committee met on January 25, 2024 and plans to submit an updated Organizational Chart and several recommended changes to the Personnel Policy for the Council's consideration in April.

Unfinished Business:

1. **Update on Cemetery Software:** Olivia Dean reported that the new Chronicle software is expected to be operational by February 12, 2024 and five employees will be trained to use it. A demonstration of the new system is planned for the Council's March meeting.

2. **Discuss and/or Act on Bids for 87 Octane Gasoline and Diesel Fuel:** A bid was received from R. T. Rogers Oil Co., Inc. for Rack Price plus a mark-up of .3855 for gasoline and on-road diesel. The Town would need to have bulk tanks for both fuels. Joe Smith expressed concern about possible theft from bulk tanks.
3. **Discuss and/or Act on Bids for Propane Gas and Heating Oil:** R. T. Rogers Oil Co., Inc. bid rack price plus .3855 for #2 heating oil, and rack price plus .9858 for propane gas. Woodford Oil Company bid rack price at the Roanoke, Virginia terminal plus .15 cents for #2 heating oil. Woodford bid a current price of $1.89 per gallon for propane, but stated the cost could increase or decrease based on the cost of delivery. A rent-free propane tank of any size would be provided.

    - Concerning both agenda items #2 and #3, Scott Gibb moved to continue purchasing gasoline and undyed diesel at Woodford's pumps, and to accept Woodford Oil Company's bid for propane and heating oil. Tom Miller seconded the motion. **Motion passed unanimously.**

4. **Discuss and/or Act on Street Lighting Upgrades:** The Mayor reported that replacement of the Town's streetlights with LED lights would not happen immediately because Mon Power would need to get a work order and then proceed with replacements as time allows. Both the 50-watt and 90-watt lights will provide a savings in electricity cost for the Town. We still need to give Mon Power a list of the areas where the brighter 90-watt lights are needed.

    - Joe Smith moved to proceed with the upgrades. Scott Gibb seconded the motion. **Motion passed unanimously.**

New Business:

1. **Discuss and/or Act on Approval of Music and Car Show Events for Summer/Fall 2024:** Mayor Felton said Scaggs and Co. has requested a music event at Discovery Junction on June 22, 2024. They are also considering a Christmas show. A car show is planned on May 25 and another on September 14, 2024 by the same group the sponsors the Pioneer Days car show. They originally requested to block a portion of Third Avenue, but have since decided that the shows would be at the Elementary School football field or at the ARC parking lot. The Council did not need to take any action on these items.

Approve Invoices/Payment of Bills:

- Joe Smith moved to approve the bills for payment. Scott Gibb seconded the motion. **Motion passed unanimously.**

Adjournment: As there was no further business, the Mayor adjourned the meeting at 7:43 p.m.

Sam Felton

Sam Felton, Mayor

Mary K. Clendenen

Mary K. Clendenen, Recorder