TOWN OF MARLINTON

Marlinton Town Council
January 29, 2025
Special Meeting Minutes

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

Mayor Sam Felton called the meeting to order at 4:17 p.m.

The Recorder called the roll.

Present:	Sam Felton, Mayor	Mary K. Clendenen, Recorder
	Tina Barkley	Scott Gibb
	Olivia Dean	Tom Miller
Absent:	Joe Smith	

Discuss and/or Act on Resolutions Pertaining to Marlinton Downtown Trailhead Project: Sara Cottingham, Mon Forest Towns Grants Coordinator, attended via Zoom to explain the need for the resolutions for the Department of Housing and Urban Development's Community Development Block Grant application, which must be submitted by January 31, 2025. She has assisted the Town in applying for this $500,000 grant and is also completing another application for an additional $1,500,000 ARC grant for the trailhead project. The money from both grants should be enough to pay for the entire project, which we hope to complete by the end of 2026. Jason Hattersley, Forest Ranger for the Marlinton-White Sulphur District of the Monongahela National Forest, attended the meeting and said the Monday Lick Trail is nearly complete and Mon Forest is committed to being a vital part of the community.

The Mayor said the Town will use $25,000 of the $30,000 held in its fund by Mon Forest Towns for matching funds on this grant.

Mayor Felton reviewed each resolution with the Council:

Attachment C - the resolution confirming the Town will offer matching funds if the two federal grants are awarded.
Attachment D - resolution verifying that the Town followed CDBG rules for citizen participation.
Attachment N - resolution authorizing submission of the CDBG application.
Attachment P - resolution following HUD's housing language.

- Scott Gibb moved to adopt all of these resolutions. Olivia Dean seconded the motion. **The motion passed unanimously.**

1. **Discuss and/or Act on Lease Agreement or Request for Bids for a New ¾ Ton Chevrolet Pickup Truck with Snowplow and Attachments Packages:** Mayor Felton explained that the Town's Ford pickup had some mechanical issues during the most recent snowstorm. The other truck had issues with a shear pin on the plow. With the anticipation of additional snow, he placed an advertisement for bids for a pickup truck and snowplow. Bids are due by Friday, February 7th, 2025. The Councilmembers reviewed the bid specifications.

   - Scott Gibb moved that the Council authorize the Mayor to move forward with acceptance of the lowest bid meeting specifications after the bid deadline has passed. Tina Barkley seconded the motion. **The motion passed unanimously.**

Adjournment: As there was no further business, the Mayor adjourned the meeting at 4:42 p.m.

Sam Felton

Sam Felton, Mayor

Mary K. Clendenen

Mary K. Clendenen, Recorder

A Resolution for Town Matching Support for the Marlinton Downtown Trailhead Project

WHEREAS, the Town of Marlinton is a gateway community to the Monongahela National Forest and has been a member of the Mon Forest Towns Partnership since 2020.

WHEREAS, the Town has been actively working with the Mon Forest Towns Partnership, Region 4 Planning & Development Council, and the Snowshoe Highlands Area Recreation Collaborative to advance the Monday Lick Trail System and the Marlinton Downtown Trailhead Project as key priorities for the Town's future.

WHEREAS, the Town has worked with the Mon Forest Towns Grants Coordinator to prepare funding applications for a Community Development Block Grant (CDBG) and plans to pursue an Appalachian Regional Commission (ARC) POWER grant for the Marlinton Downtown Trailhead Project in spring 2025.

WHEREAS, the Town received support from the Pocahontas County Commission specifically to fund grant match for projects in the Town of Marlinton and is actively working with the Grants Coordinator to secure additional monies for project matching funds.

NOW, THEREFORE, be it resolved by the Town of Marlinton that:

- The Town commits $25,000 towards the Marlinton Downtown Trailhead Project as cash match for CDBG and ARC POWER grants.
- The Town funds will be used to support Region 4 Planning & Development Council's fee for administering the two federal grants.
- The Town of Marlinton's support is conditional upon award of the CDBG and ARC grants.

ON MOTION DULY MADE BY Scott Gibb AND

SECONDED BY Olivia Dean, The Town of Marlinton, DOES HERREBY APPROVE AND AUTHORIZE THE ADOPTION OF SAID RESOLUTION ON the 29th day of January 2025.

Sam Felton

Sam Felton, Mayor of Marlinton

Mary K. Clendenen

Mary Clendenen, Town Recorder

CITIZEN PARTICIPATION PLAN RESOLUTION

RESOLUTION BY THE **TOWN OF MARLINTON, POCAHONTAS COUNTY, WEST VIRINIA**, ADOPTING A PARTICIPATION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

BE IT RESOLVED BY THE **TOWN OF MARLINTON, POCAHONTAS COUNTY, WEST VIRINIA,** AS FOLLOWS:

1. That **the Mayor of the Town of Marlinton,** who is the official duly and legally authorized to execute agreements, is authorized to executive, to have acknowledged, and to have delivered on behalf of the **Town of Marlinton**, a Citizen Participation Plan for Community Development Block Grant (CDBG) funds, and is directed to encourage citizen participation by providing adequate opportunity to participate in planning, implementation, and assessment of the CDBG program on a continuing basis.

2. That the **Town Recorder** does properly attest the signature of said official and office the seal of the **Town of Marlinton** on said agreement.

On motion made by Scott Gibb and seconded by Olivia Dean, the **Town of Marlinton** does hereby approve and authorize the adoption of said resolution.

STATE OF WEST VIRGINIA
POCAHONTAS COUNTY
TOWN OF MARLINTON

I, Mary Clendenen, Recorder for the Town of Marlinton, do hereby certify that the foregoing are true copies from that records or order made and entered into by the Town of Marlinton on the 29th day of January 2025.

Sam Felton
Sam Felton, Mayor of Marlinton

Mary K. Clendenen
Mary Clendenen, Recorder, Town of Marlinton

RESOLUTION

RESOLUTION BY **THE TOWN OF MARLINTON,** WEST VIRGINA AUTORIZING AN APPLICATION WITH THE STATE OF WEST VIRGINA FY2024 COMMUNITY DEVELOPEMT BLOCK GRANT (CDBG) FUNDS.

BE IT RESOLVED BY **THE TOWN OF MARLINTON**, WEST VIRGINIA AS FOLLOWS:

1. That**, the Mayor of the Town of Marlinton**, who is the official duly and legally authorized to execute agreements, be and he is authorized to execute, to have acknowledged, and to have delivered on behalf of **the Town of Marlinton**, an application with the State of West Virginia for Community Development Block Grant Funds, including all understandings and assurances contained therein, as is directed and authorized to act in connection with the application and to provide such additional information as may be requested.

2. The **Town Representative** does hereby properly attest the signature of said official and affix the seal of **the Town of Marlinton** on said agreement.

On motion made by, Scott Gibb and seconded by,

Olivia Dean **the Town of Marlinton** does hereby approve and authorize the adoption of said Resolution.

STATE OF WEST VIRGINA
POCAHONTAS COUNTY
TOWN OF MARLINTON

I, Mary Clendenen, **Recorder for the Town of Marlinton** do hereby certify that the foregoing and true copies from the records or order made and entered into by the **Town of Marlinton** on the 29th day of January 2025.

Sam Felton
Sam Felton, Mayor, Town of Marlinton

Mary K. Clendenen
Mary Clendenen, Recorder, Town of Marlinton

A RESOLUTION FORMALIZING A FAIR HOUSING PROGRAM FOR THE TOWN OF MARLINTON

By participating in the federal community development program, **The Town of Marlinton** has pledged to insure and support fair housing practices accordingly.

It is hereby resolved that **The Town of Marlinton** is taking formal action to prevent discrimination in the sale, rental, and financing of housing.

1. The **Mayor** of **The Town of Marlinton** shall provide all appropriate advice and council on home loan financing to minorities and lower income families and individuals.

2. Said **Mayor** will provide further advice to lower-income and minority families and individuals regarding federal programs that may be available for the rental or financing of housing. The **Mayor** or his/her designated staff shall be available for such counseling by appointment.

3. The **Mayor** shall advise the public that any complaints of discrimination in sale, rental or financing of housing should be reported directly to him/her and he/she in turn will forward this information to the proper local, state, and federal authorities. Furthermore, he/she shall notify the local realtors that he/she was given this responsibility.

ON MOTION DULY MADE BY Scott Gibb **AND SECONDED BY** Olivia Dean**, The Town of Marlinton, DOES HERREBY APPROVE AND AUTHORIZE THE ADOPTION OF SAID RESOLUTION ON the 29th day of January 2025.**

Sam Felton
Sam Felton, Mayor of Marlinton

Mary K. Clendenen
Mary Clendenen, Town Recorder

EQUAL HOUSING OPPORTUNITY