TOWN OF MARLINTON

Marlinton Town Council
July 7, 2025
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
	Tina Barkley	Tom Miller
	Olivia Dean (via Zoom)	Joe Smith
	Scott Gibb	
Absent:	None	

Reading and Approval of Prior Council Meeting Minutes: The Council reviewed the minutes of the June 2, 2025 Regular Meeting and the June 9, 2025 Special Meeting.

- Joe Smith moved to approve the minutes as presented. Tom Miller seconded the motion. **The motion passed by unanimous vote.**

Mayor's Report: Mayor Felton reviewed his monthly report with the Council. He is still conducting interviews for candidates for Police Chief. The concrete pad for the new picnic pavilion was poured by the New River employees on June 21, and construction of the pavilion is slated for next week. The Town's garbage truck continues to have issues with the diesel emission system. The estimated cost of the repair will be $30,000. Mayor Felton said he is researching the possibility of trading this truck for one with a gasoline-powered engine.

Hear Public Input: No members of the public signed in or requested to speak.

Committee and Department Reports: Joe Smith reported that the Fourth of July celebration went well, and that First Fridays covered the expenses.

Unfinished Business:

1. **Discuss and/or Act Upon Third and Final Reading of Changes to Cemetery Ordinance and Fees:** Olivia Dean asked to change the lot description to 12 plots. The council also agreed that the terms "Manager" and "Liaison" be changed to "Manager/Liaison" and Tina Barkley suggested that it be the referenced the same throughout the ordinance.

   - Scott Gibb moved to approve the second reading of the ordinance with the noted changes. Joe Smith seconded the motion. **The motion passed unanimously.**

2. **Discuss and/or Act upon Proposed Agreement for the Marlinton Sidewalks Transportation Alternatives (TA) Project:** The Mayor suggested the Town get quotes from local contractors to replace some of the sidewalks and discuss this again at the August meeting, since the grant requires $20,000 in funds from the Town and will only cover about 20% of the engineering and design. He said, since the corners have already been replaced, the other portions should not be that difficult to design.

New Business:

1. **Discuss and/or Act upon Wastewater System Improvements Project – Archaeological Services Agreement:** Fred Hypes, of Thrasher Engineering, reviewed the Archaeological Services Agreement from Weller and Associates with the council. The cost for this is already included in the total project budget for wastewater system improvements.

    - Joe Smith moved to authorize the Mayor to sign this agreement. Scott Gibb seconded the motion. **The motion passed unanimously.**

2. **Discuss and/or Act upon Authorization for Mayor to Sign Documents Related to Beard Heights Sewer System:** Mr. Hypes summarized information from a recent County Commission meeting, in which the commissioners were very supportive of the Town assuming responsibility for the sewer system and allowing the designated ARPA funds to be used on the Town's behalf. He presented two documents that require the Mayor's signature to transfer the ARPA funds and to change the applicant from the Commission to the Town for grant funding through the Infrastructure Jobs and Development Council. Olivia Dean asked for clarification that this will not mean rates will be increased for existing customers in the future. The Mayor said it would not increase the existing customers' fees. The Mayor also stressed again that the Town will not assume responsibility unless the system is completely funded beforehand.

    - Scott Gibb moved to approve authorization for the Mayor to sign these documents. Joe Smith seconded the motion. **The motion passed unanimously.**

3. **Discuss and/or Act upon Changing Next Regular Meeting Date to August 11, 2025:** The Mayor will be attending the Municipal League Conference the first week of August, and he asked if the council would like to change the regular meeting date to August 11.

    - Joe Smith moved that the regular meeting be changed from August 4 to August 11, 2025. Tina Barkley seconded the motion. **The motion passed unanimously.**

4. **Discuss and/or Act upon B&O Tax for Pocahontas Memorial Hosiptal Construction Project:** The Mayor said the Town had given a considerable reduction for a previous project at the hospital, but he said there are significant grant funds involved in this project and the B&O tax is a normal cost that is allowed for by contractors when they bid these projects. He said he did not feel the Town can afford to reduce the tax this time, with all the expenses it is currently facing.

    - Scott Gibb moved that the Town leave the B&O tax rate at the standard rate. Tina Barkley seconded the motion. **The motion passed unanimously.**

5. **Discuss and/or Act upon Nancy Morgan Roche Request for Reimbursement of Survey Cost and Removal of Gravel:** The council reviewed Ms. Roche's request for reimbursement of cost for a survey of her property and removal of gravel that

was on her property. There was a small section of approximately 2' X 5' on which the gravel had spilled over on Ms. Roche's property when Olivia Dean and Jacob Dunbrack opened the alley, and Olivia Dean already advised Ms. Roche that she was having the gravel removed. Ms. Roche is holding the Town responsible for ensuring that the alley was located in its designated space, and she felt that a survey should have been done. Tina Barkley stated that Olivia Dean had told the council that she would pay all expenses related to opening the alley. Ms. Dean said she did not assume responsibility for the cost of a survey and said the letter she was presented from the Town's Floodplain Manager did not require that she have a survey performed. Mayor Felton said Ms. Dean had indicated to him that a survey had been done. Mary Clendenen said she felt this issue is between the property owners because Ms. Dean has said she would pay all expenses, and she did not think the Town should pay for the survey.

- Joe Smith moved that Olivia Dean and Ms. Roche settle this matter between themselves. Tina Barkley seconded the motion. **The motion passed unanimously.**

6. **Discuss and/or Act upon Hiring a Police Chief and Police Officer:** The Mayor said he is still conducting interviews and has no applicants to recommend to the council at this time.

Approve Invoices/Payment of Bills:

- Joe Smith moved to approve the bills for payment. Scott Gibb seconded the motion. **The motion passed by unanimous vote.**

Adjournment: As there was no further business, Mayor Felton adjourned the meeting at 8:18 p.m.

Sam Felton
Sam Felton, Mayor

Mary K. Clendenen
Mary K. Clendenen, Recorder