TOWN OF MARLINTON

Marlinton Town Council
October 6, 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 (via Zoom)	Tom Miller
	Scott Gibb	Joe Smith
Absent:	Olivia Dean	

Reading and Approval of Prior Council Meeting Minutes: The Council reviewed the minutes of the September 8, 2025 Regular Meeting.

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

Mayor's Report: Mayor Felton reviewed his monthly report with the Council. Sara Cottingham has informed the Mayor that we have matching funds for the ARC Power Grant Application and it is still moving forward. On September 23rd, the Mayor hired Brian Grimm to serve as a part-time police chief. Emily Cook, Project Manager for Mon Forest Towns, is trying to get a working group together to help manage future projects. Senators Morris and Hamilton visited Marlinton and each donated $10,000 from their discretionary funds to be used for the Roger L. Trusler Memorial Park. The bulk sales meter has been installed at the water plant.

Hear Public Input: Caroline Sharp asked if the sewer grant that was discussed by the Council in March had been delayed. The Mayor said that the Town still hopes to start construction in 2026, but some of the grant funding from the EPA grant became more difficult to obtain due to reduction in federal funding for "green" projects. She asked if the Town's water supply is still adequate under the current drought conditions. The Mayor said we have a good water source, and it is still alright.

Committee and Department Reports: None

Unfinished Business:

None

New Business:

1. **Pocahontas Convention and Visitors Bureau Annual Report – Chelsea Faulknier:** Mrs. Walker gave an overview of the CVB's annual report, which is prepared each year for their taxing authorities and the West Virginia Association of Convention and Visitors Bureaus. They operate six visitors centers throughout the county. They have hired three full-time trail maintenance crew members to keep up trails in the Mon Forest and on private lands. The CVB has continued to enhance partnerships with the Mon Forest Towns, Snowshoe Highlands Area Recreation Collaborative, and Nature's Mountain Classroom. They also sponsor the Cheat Mountain Bike Team. Hotel Motel Tax in 2024-2025 was a record-breaking $2.7 million. They are working to enhance spring occupancy in the county, which has recently seen a downward trend. Last year their marketing campaign reached 51 million people through Instagram, Facebook, and TikTok. The Mayor and Mrs. Faulknier also discussed that the Greenbrier River Trail is part of the Eastern Divide Trail system that reaches from Nova Scotia to Key West. The Mayor thanked her for her report.

2. **Discuss and/or Act upon Advertisement for Town of Marlinton CDBG-MIT Storm Water Project Request for Proposals for Legal Services:** Amanda Smarr, with Region 4 Planning and Development Authority, asked the Council to approve this advertisement.

   - Joe Smith moved that the Council give Region 4 permission to advertise a request for bids for legal services for infrastructure improvement projects. Scott Gibb seconded the motion. **The motion passed unanimously.**

3. **Discuss and/or Act upon Advertisement for Town of Marlinton CDBG-MIT Storm Water Project Request for Proposals for Right-of-Way Services:** Ms. Smarr also asked the Council to approve this advertisement.

   - Joe Smith moved that the Council give Region 4 permission to advertise for right-of-way agent services. Scott Gibb seconded the motion. **The motion passed unanimously.**

4. **Discuss and/or Act upon Wastewater System Improvements – Resolution #2:** Ms. Smarr asked for approval of this resolution, which authorizes payment to Spillman, Thomas, & Battle for $11,483.23. This invoice was for services provided by Susan Riggs from July 2020 to April 2025 for filings with the PSC concerning the sewer system project.

   - Scott Gibb moved to approve this resolution. Joe Smith seconded the motion. **The motion passed unanimously.**

5. **Discuss and/or Act upon Resolution Regarding Agreement for the Marlinton Sidewalks Transportation Alternatives (TA) Project:** Mayor Felton said, although the Council had given him permission to sign any necessary paperwork for this agreement at the last meeting, there is a Resolution that must be approved by the Council to accompany the application. The Councilmembers reviewed the resolution.

   - Joe Smith moved that the Council approve the resolution. Scott Gibb seconded the motion. **The motion passed unanimously.**

6. **Discuss and/or Act upon Town Halloween Activities:**

   - Scott Gibb moved that trick or treating be held from 5:00 p.m. to 7:00 p.m. on October 31, 2025. Joe Smith seconded the motion. **The motion passed**

unanimously. Third Avenue will also be closed between 8th Street and 9th Street for trunk or treat and activities at Discovery Junction similar to last year.

7. **Discuss and/or Act upon Establishment of a Pet Cemetery:** The Mayor said he spoke to Vonnie O'Brien about the possibility of obtaining land for a pet cemetery quite a while ago, but he has not been able to follow up with her about it recently. Joe Smith also said there is an area about 40' X 100' located below the guardrail at the bottom of the cemetery property that could possibly be used.

   - Joe Smith moved that the Council pursue the development of a pet cemetery. Scott Gibb seconded the motion. **The motion passed unanimously.**

Approve Invoices/Payment of Bills:

- Scott Gibb moved to approve the bills for payment. Joe Smith seconded the motion. **The motion passed by unanimous vote, with Mary Clendenen abstaining from voting on SecuriTech, LLC's invoice.**

Adjournment: As there was no further business, Mayor Felton adjourned the meeting at 7:54 p.m.

Sam Felton

Sam Felton, Mayor

Mary K. Clendenen

Mary K. Clendenen, Recorder