

MAYOR
P. EDDIE HARDMAN

RECORDER
SHANNON FRAGMIN

COUNCIL
ANNA HARVEY
RANDY CRITCHFIELD
CHAD PALMER
KRISTINA PALMER
WENDY POSEY



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May 16, 2016

MINUTES FOR REGULAR SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD **MONDAY, MAY 16, 2015** AT THE ANMOORE FIRE DEPARTMENT - COUNCIL CHAMBERS, 158 ASH STREET, ANMOORE, WEST VIRGINIA AT **7:00PM**

COUNCIL PRESENT

Mayor P. Eddie Hardman
Randy Critchfield
Anna Harvey
Recorder Shannon Fragmin
Kristina Palmer
Chad Palmer
Wendy Posey

COUNCIL ABSENT

The Pledge of Allegiance was said followed in prayer given by Councilmember Posey.

After roll call the Council proceeded with the following:

APPROVAL OF MINUTES

Minutes from **REGULAR SESSION** of the Anmoore Town Council dated May 2, 2016 **MOTION** by Councilmember Harvey, **SECONDED** by Councilmember K. Palmer **MOTION APPROVED UNANIMOUSLY**

Minutes from **WORK SESSION** of the Anmoore Town Council dated May 5, 2016 **MOTION** by Councilmember Posey, **SECONDED** by Councilmember K. Palmer. **MOTION APPROVED UNANIMOUSLY**

CITIZENS BUSINESS

Mayor Cathy Goings & Vice Mayor Jim Malfregeot, City of Clarksburg: Presents before Council requesting the Towns endorsement/support for the renovation and restoration of the Robinson Grand Theater to the Robinson Grand Performing Arts Center. With the resolution, the Town of Anmoore is no way financially committed. The renovation and revitalization is a public and private partnership the City of Clarksburg, the North-Central West Virginia Region, the Clarksburg Harrison Cultural Foundation and

community support. They are going after state and federal tax credits. Construction will begin November 2016 with a completion date of spring of 2018. They will have a total of 44,656 ft.² in the Performing Arts Center. There will be an 1800 ft.² multipurpose banquet room for special purposes like receptions and meetings with a capacity of 200 guests. Seating capacity for the Performing Arts Center will be 950 patrons and it will be ADA accessible. Around the venue, there will be over 1300 public and private parking spots.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to adopt the Resolution of the Town of Anmoore Expressing Support of the Restoration of the Robinson Grand Performing Arts Center.

MOTION APPROVED UNANIMOUSLY.

With no further questions being asked at this time, Council signed the Resolution of the Town of Anmoore Expressing Support of the Restoration of the Robinson Grand Performing Arts Center.

Andrew Posey, Anmoore WV: Presents before Council requesting to do his Eagle Scout project in the Town of Anmoore. He has spoken with the Recreation Committee and found that the park located on Parkway Avenue is in need of border and mulch. Provided Council approves he would like to use plastic border as he believed it will last longer and do a better job. This would make it safer and cleaner for the children to play. He is requesting Council approval and will begin as soon as he receives approval from the Boy Scout Council.

Council all agreed that Mr. Andrew Posey could complete his Eagle Scout project as requested.

John Compton, 180 Plainfield Ave. Anmoore WV: Requests to speak in Executive Session for an employee issue.

Tina Compton, 180 Plainfield Ave, Anmoore WV: Presents before Council with complaints about the employee issues and how they are affecting her and her son. She feels Council are not addressing issues when they know things are occurring by others. She reports that her husband was sent home for drug use, when he has passed all his drug tests. She further stated she knows there has been drug use among our employees and her husband is not one of them.

Mrs. Compton further stated that her husband has worked for the Town for 10 (ten) years and was placed on a 90 (ninety) day probation period. She understands that times change, but three employees have been given a week's vacation and has not been employed by the Town for a year.

She feels there is favoritism. In December her husband did not get a Christmas bonus nor did he get a gift. She is aware that one family was well taken care of for Christmas. Several Council members spoke up at this time to inform her that no one received Christmas bonuses. She stated she see's other employee's doing what her husband has been written up for. She is requesting it stop. Recorder Fragmin asked Mrs. Compton what she believed her husband was written up for since she chooses to have this conversation in an open meeting. Mrs. Compton believes her husband was written up for drug use that was not investigated. Mrs. Compton proceeded to inform Council that her husband did everything in the Town for a period of 6 (six) months. At this time Mr. Compton informed his wife Council was referring to when she contacted the correctional facility. She stated her husband was unaware that she contacted the facility. She stated no one was written up because that was her opinion. It was her cell phone and Council does not pay her cell phone. Recorder Fragmin informed Mrs. Compton that her husband breeched confidentiality. Her husband disclosed information which was related to Town business. The warden had an issue with it. It was not done once, but twice, and could have affected our relationship with that business. The information disclosed was confidential.

Mrs. Compton reports that Recorder Fragmin stated her husband was being harassed. Recorder Fragmin corrected Mrs. Compton and stated Mrs. Compton informed Recorder Fragmin that her husband gets harassed at work every day, at which time a few examples were provided and Recorder Fragmin informed Mrs. Compton that if what she stated were true and it was occurring it would be considered harassment.

She questioned why Mr. Spurlock sent her husband home without a drug test. Recorder Fragmin informed her that Mr. Spurlock was informed he should not have sent him home without a drug test, after the incident had already occurred. She states the Town had a drug testing policy set up before which was set up by Heather Gillespie when she was on Council. Unfortunately this Council was unaware of the process at the time of this issue.

Council member Harvey stated this should be discussed in Executive Session as requested by Mr. Compton. Recorder Fragmin stated Mrs. Compton (signed in to speak) is speaking to Council about her issues with it and Mr. Compton (currently present) has not intervened to stop his wife.

Mrs. Compton further stated that if any of the other employees had an issue with her husband they should have wrote a complaint for and provided it to Council. Recorder Fragmin stated that was done.

Mrs. Compton informed Council they should be residents like she is and walk around to see what goes on, Council would understand where she was coming from. Recorder Fragmin informed her most of Council worked, so this was not possible. Mayor Hardman intervened and stated Mr. Compton did inform Council he did take some medication and therefore could not drive any city vehicles. This would be considered driving under the influence. Mr. Hardman questioned Mr. Compton about that event at which time he stated he would speak in Executive Session. Recorder Fragmin informed Mrs. Compton that she should stay for the Executive Session, provided her husband is ok with it, as she may learn a little more about the whole situation. Mrs. Compton stated she was afraid to stay because she "may go off." Councilmember K. Palmer informed her that Council could have an officer present.

DEPARTMENT REPORTS

MAINTENANCE: Written report given by Shawn Spurlock, Maintenance Supervisor.

- Work orders done.
- Picked up trash
- Cleaned up trucks and serviced backhoe.
- Installed door between Fire Department and bathrooms.
- Fixed water leak 2nd Street East View. 2" main line
- Fixed chain on gate and merry-go-round
- Read meters.
- Cut grass
- Still working on getting proposals for the water upgrade at Sterling Ridge.
- Spoke with John Workman and he said he doesn't know the capacity of the lines in Broadway. He has spoken with several people and they couldn't tell him anything either.
- Ditched culvert in front of Fragmin's on Oak Street.
- Spread gravel along roadway at several different locations.
- Fixed sewer leak on Oak Street at the intersection of Franklin Street.

Installed water service for Skidmore in Eastview.

Need to install window at the office during evening hours due to dust, noise and because it is a small work area.

Councilmember Harvey questioned Mr. Spurlock if the maintenance department was putting brush on the hill. She stated that several people were wanting to use the field and we really don't have any parking. That area is where people were supposed to park. She wanted to know when it could be cleaned up. Mr. Spurlock stated that they were going to be burning it soon which will only take a day or two.

POLICE: Written report was given by Chief Don Quinn

There have been approximately 105 calls both proactive and reactive since the last Council meeting.

Chief Don Quinn has spoken with Ofc. Corder who has made a couple DUI under the influence of drug arrests. He believes we will have an active summer.

EMS: Written report provided by Kris Barron

There's been a lot of overtime last pay. Due to covering all of the transports out of Salem. This was due to providing coverage for the extra transports. As of Sunday evening, EMS is handled 112 (one hundred and twelve) calls. 51(fifty one) of them being nonemergency transports. They have lost the dialysis patient this past week.

The director of Salem Genesis center has agreed to the terms of the contract and a copy was emailed to all the members of town Council for review. Once a contract is approved, Mr. Barron would like to have the billing department along with Salem Genesis center meet to make sure we are all on the same page with billing.

We have added an additional shift of 8 AM to 4 PM Monday through Friday to help with the overtime with the transports. So far this has worked well, however these two weeks have been slow in the nursing home censuses down. It is on the rise again which means double the transports for EMS. Kris Barron would like to hire at least one more person part-time for now. They have one employee who is going back to their full-time job on June 1. They've been working full-time hours with the Anmoore EMS so he needs to cover their shifts.

Unit 16 has had to have a break line repaired at the cost of \$116.90 (one hundred and sixteen dollars and ninety). Unit 17 and 18 have been service for the month. Unit 18 is awaiting bodywork from the deer, however due to the transport load we are unable to drop that unit out of rotation to be fixed at this time. Unit 19 has had steering box and tie rods replaced. State inspection was completed on May 3, 2016. Anmoore EMS received a 99.50% on all units and they were approved for service for the next year.

This week is National EMS week. They are planning a cookout with all the employees and members to show our appreciation to everyone for what they do not only for the company but it's also for the community. The cookout will be Thursday at 5 PM. Mayor Hardman stated all of Council is invited. EMS would like to purchase a grill, they have one that they can get half price.

MOTION made by Councilmember K. Palmer **SECONDED** by Councilmember C. Palmer to have EMS purchase a grill from Lowes at half price. **MOTION APPROVED UNANIMOUSLY**

Mr. Barron attached the monthly report from ASAP with breakdown of how many calls each employee has ran.

Recorder Fragmin informed Mr. Barron that she would send the contract to the Town Attorney. He asked Council to review the pricing to make sure we were okay with it. Council informed Mr. Barron that he and the EMS department would know better.

Mr. Barron stated they were working with another ambulance company to pick up things they could not. He will write up a contract for Council to review and sign. They have agreed to charge the same amount as Anmoore EMS. Councilmember Harvey stated the contracts would be sent to the attorney for review.

FINANCIAL: Written report given by Vickie Kerns, Clerk

Bills – see spreadsheet.

Account balances – see spreadsheet.

Security Cameras – the system quit working at Town Hall. Shawn is unable to repair. Need new system ASAP. Mayor Hardman reports he does not feel we have enough coverage up there. Several areas were discussed that needed coverage. Chief Don Quinn suggested motion sensor lights. Council would like to have 6 (six) cameras.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to purchase the six (6) camera system for the water department and install motion sensor lights for the outside. **MOTION APPROVED UNANIMOUSLY**

Mrs. Kerns would like to know how much Council would like to pay for June on EMS back taxes.

Last month \$20,000 was put towards the back taxes plus EMS is hired additional staff. Councilmember Harvey suggests the regular payment be made until their account starts to build back up. We will revisit in another month.

Incremental tax fund – account has become dormant. A transaction needs to be made ASAP or fees will be charged to the account. The account is at West Union Bank.

Councilmember Harvey stated the incremental tax fund was created when the road went through. The Town was supposed to start an account to put money into from different taxes so we can help fund it, which we never had to pay because they didn't complete their end of the deal. We had money in their which sat for quite some time and when the Town of Anmoore owed at the back taxes, that was the money used. Some of the B & O that the Town had incurred went into this account she recommends that we start putting more into it. Council member Harvey recommends 3% to 5%. Mayor Hardman agreed. Recorder Fragmin stated let's start with 3% and adjust as necessary.

MOTION made by Councilmember Harvey **SECONDED** by Councilmember C. Palmer to start putting 3% of the B & O taxes into the incremental tax fund account. **MOTION APPROVED UNANIMOUSLY**

Robo call/text – set up will be finalized this week. An email for verification each time the system is accessed has to be established which is in process. We will notify customers via the water bill. They can also notify customers as they come in. Word-of-mouth can get people to come in and recorder Fragmin stated she well posted on the Internet as well.

Insurance – open enrollment ended May 15, 2016. Deductions for any family coverage will begin in June. Employees will be notified within the next two weeks of the amounts.

ADP – will be sending information for ADP to keep track of vacation, sick, etc.... Starting with the first payroll in June. If EMS would like to also have this, Ms. Kerns will need a spreadsheet with everyone's information and balances.

BUILDING INSPECTOR: Information relayed by Vickie Kerns

In regards to the annexation and survey, Mr. Smith advises that the survey is still in process and still determining corporate boundaries in certain areas. Council can proceed with the annexation once the corporate boundaries have been determined.

BOARDS AND COMMITTEE REPORTS

Water Board: getting ready to try to get a date set

Recreation Committee: Report given by Councilmember Harvey. It will be at the end of the week.

Safety committee: nothing to report.

UNFINISHED BUSINESS

QUEENS SURVEY: as discussed above

THRASHER CONTRACT: Recorder Fragmin stated we have not signed the Thrasher contract yet. Councilmember Harvey spoke with Randy Watson who in turn spoke with the Town attorney himself. Payment will come from alternative funding and he can extend the deadline. Council would like to have 60 days. Will put on the next agenda for Council to sign.

GOOTS WATER/SEWAGE: Council discussed this issue. The hearing is coming up soon. Council feels that we are going to have to provide them with sewage regardless. As far as the water goes, if they want the Town of Anmoore to supply them with water than they are good have to be responsible for the cost. As it looks right now, were going to need a new pump house to supply them.

Councilmember Harvey asked if we could set up an agreement with them allowing them so many units. They did it for the water with Greater Harrison can we do it for the sewage. First they wanted 500 (five hundred) units, now they put it down to 130 (one hundred and thirty) units. We could add them to our sewer line now and a year later they come back and add 400 (four hundred) more.

Council will have the Town Attorney start working on a contract agreeing to the 130 (one hundred and thirty) units. As for the water we will supply them with water, but they have to fund the entire project. The Town of Anmoore does not have any money to fund the water project at this time.

EXCISE TAX: Council can redo the contract and not put our water and sewage on it. Then we wouldn't have to change our tariff.

ADJUSTING TOWN BOUNDRIES: as discussed above

NEW BUSINESS

CLARKSBURG-ROBINSON GRAND PERFORMING ARTS CENTER (RESOLUTION): as discussed above

FUNDING – CEILING TILE/ROOF ON PARK BUILDING: recreation committee will be meeting later this week. They will get back with Council.

LETTER REGARDING PARK: will table this issue until the next Council meeting.

MOTION made by Councilmember K. Palmer to table the funding of the ceiling tile and roof on Park building and to table the letter regarding the park until the next Council meeting **SECONDED** by Councilmember Harvey **MOTION APPROVED UNANIMOUSLY**

PAINTING BUS SHEDS: Recorder Fragmin asked Mr. Spurlock to make sure that the bus sheds get painted.

BILLS

Bills were submitted

MOTION made by Councilmember K. Palmer to pay the bills **SECONDED** by Councilmember Critchfield **MOTION APPROVED UNANIMOUSLY**

COUNCIL COMMUNICATIONS

We have a mandatory Maintenance Department employee meeting tomorrow at 6 o'clock.

Mr. Compton stated he will not be present at the mandatory meeting since his wife is having surgery. He will be excused per his request.

EXECUTIVE SESSION

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember Posey to go into **EXECUTIVE** Session at 7:53 PM **MOTION APPROVED UNANIMOUSLY.**

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember Posey to go into **REGULAR** Session at 9:06 PM **MOTION APPROVED UNANIMOUSLY.**

Discussed in **EXECUTIVE** Session was Employee Issues

ADJOURNMENT

There being no further business to come before Council, **MOTION MADE** by Councilmember K. Palmer and **SECONDED** by Councilmember Critchfield to adjourn. **MOTION APPROVED UNANIMOUSLY**

P. Eddie Hardman, Mayor

Shannon Fragmin, Recorder

APPROVED ON: JUNE 6, 2016