

MAYOR
P. EDDIE HARDMAN

RECORDER
SHANNON FRAGMIN

COUNCIL
ANNA HARVEY
RANDY CRITCHFIELD
CHAD PALMER
KRISTINA PALMER
WENDY POSEY



P.O. Box 178 Anmoore WV 26323 304.622.7431

JULY 5, 2016

MINUTES FOR REGULAR SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD **TUESDAY, JULY 5, 2015** AT THE ANMOORE FIRE DEPARTMENT - COUNCIL CHAMBERS, 158 ASH STREET, ANMOORE, WEST VIRGINIA AT **7:00PM**

COUNCIL PRESENT

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

COUNCIL ABSENT

Randy Critchfield
Chad Palmer

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 June 21, 2016 **MOTION** by Councilmember K. Palmer, **SECONDED** by Councilmember Posey **MOTION APPROVED UNANIMOUSLY**

CITIZENS BUSINESS

NONE

DEPARTMENT REPORTS

POLICE: Written report was given by Chief Don Quinn

There have been approximately 135 calls both proactive and reactive since the last Council meeting

Chief Don Quinn is requesting to purchase new boots. Councilmember Harvey requested that Chief Quinn be notified the boots would be taxable at the end of the year and would show up on his paycheck. The Town usually pays \$125-\$150.00 (one hundred and twenty five to one hundred and fifty dollars) towards the purchase of boots.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember K. Palmer to approve to have Officer Quin purchase his boots. **MOTION APPROVED UNANIMOUSLY**

FINANCIAL: Written report given by Vickie Kerns, Clerk

Bills were submitted to Council.

Account balances – a spreadsheet was attached to Council’s packet for review.

ROBO calls/texts: Mel has been handing out cards to customers who come into the office with information on how to enroll. A link was also placed on the home page of the website.

Budget – Coal Severance Revision for 2016-2017 year: Council needs to approve and sign. It is due on 07/15/16.

The PSC has requested Mayor Hardman to be at the office in the morning regarding water for Goots. Recorder Fragmin stated that Greater Harrison is currently providing them with water. She recommended that our attorney be notified as well.

Recorder Fragmin informed Council there has been an appeal filed in regards to the other legal issue we have been dealing with.

Water Board – Meeting is scheduled for Thursday 07/07/16 at 6 pm

Employee issues – Mel received her keys on Tuesday 6/29/16.

Amanda submitted her two week notice on 7/1/16. She was a no call/no show on 7/5/16. Vicki attempted to call, left message and no return call. Recorder Fragmin informed Council that Vickie Kerns had a scheduled off half day and Ms. Watson was scheduled to work. Ms. Watson knew she was going to have to cover and agreed to it. Last minute, something came up and she stated she needed to leave a half hour early to take her kids to a game. Vickie consulted with Recorder Fragmin and was informed that this was not possible because this was planned in advance and I do not want to leave only one person in the office. Recorder Fragmin stated she has previously made several schedule change requests that she was willing to work with, but this was not one. As a result, Ms. Watson called in her resignation effective in two weeks because she was offered a full time position. She however, as previously mentioned did not show up her next scheduled day. Ms. Kerns asked what Council would like to do at this point. Mayor Hardman stated Ms. Watson could be informed she was no longer needed.

There is a letter in each Council packet from Empowerment with Employment thinking Council for allowing them to have the toll.

Recorder Fragmin informed Council there has been changes to the Time Warner service.

MOTION made by Councilmember K. Palmer and **SECONDED** by Councilmember Harvey to approve the Coal Severance Revision. Roll call vote: Randy Critchfield: absent, Chad Palmer: absent, Kristina Palmer: yes, Anna Harvey: yes, Wendy Posey: yes, Shannon Fragmin: yes. **MOTION APPROVED UNANIMOUSLY**

Trinity Homes will be moving the location of their business to right next to Town Hall.

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

-Work orders done.

-Picked up trash
-Cleaned up trucks and shop
-Rereads done.
-Cut grass.
-Picked up brush and debris from storm
-Maintenance on red Ford pickup. Changed actuators for 4 wheel drive. It ended up costing around \$250.00 (two hundred and fifty dollars) instead of the \$520.00 (five hundred and twenty dollars) originally thought.
- Replaced fire hydrant, 6 inch tee and shut off valve in front of Ricky Golden's on Philippi Pike.
Dry Trash was done.
Cleaned gravel from intersections. Will clean intersections again this week.
¾ inch service line leak fixed on Kookken Lane.
Meters read.
Materials for roof on the park bathrooms (by tennis courts) were delivered today.
Councilmember Posey wanted to make note that the gate at the park was open again

BOARDS AND COMMITTEE REPORTS

Water Board: There will be a meeting this Thursday.

Recreation Committee: There is a recreation committee meeting this Thursday after the water board meeting at 7pm. They would like to invite Council to participate because they would like to discuss the National Night Out. They will serve some food and have some games for the kids. There will be some prizes.

Andrew Posey began his Eagle Scout project today. They got most of the border done and they are in need of mulch. Mr. Renzelli is discussing this with Harrison County to see if we could get some from them.

The recreation committee spent almost \$1000 (one thousand dollars) last week to get the air conditioner fixed in the Recreation Hall.

Safety Committee: nothing to report.

UNFINISHED BUSINESS

COMPREHENSIVE PLAN: was submitted by Harrison County. They are wanting Council to review and vote on tonight to accept. Mayor Hardman stated Council will have time to review and we will place this on the agenda for the next Council meeting to vote on.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember K. Palmer to approve to table the Comprehensive Plan at this time. **MOTION APPROVED UNANIMOUSLY**

Councilmember Harvey wanted to bring to everyone's attention that she has received several comments and questions regarding the investigation at Town Hall. She would like this to be placed on the agenda for the next Council meeting. At the very least Council should consider writing a letter.

QUEENS SURVEY: nothing new to report at this time.

ADJUSTING TOWN BOUNDRIES: nothing new to report at this time.

FUNDING – CEILING TILE/ROOF ON PARK BUILDING: the ceiling has leaked a couple times and has damage as a result. Sandy's provided a quote to replace the ceiling tiles. Per Councilmember Harvey it was around \$2800 (twenty eight hundred dollars). Mayor Hardman asked if it was fire grade and she is unaware at this time. He stated to be compliant with building codes we would need to replace it with fire grade tiles. They will also do the work for an additional thousand dollars which brings the total to \$3800 (thirty eight

hundred dollars). Mayor Hardman states the building belongs to the Town so the town will pay for this project and not the recreation committee.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to approve replacing the ceiling tile in the recreation Hall with an amount not to exceed \$4500 (Forty five hundred dollars) **MOTION APPROVED UNANIMOUSLY**

TOWN HALL PARKING: several options were discussed by Council regarding the parking at Town Hall.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember K. Palmer to table this issue **MOTION APPROVED UNANIMOUSLY**

RECREATION BUILDING: councilmember Harvey brought in a bank statement and recreation committee used in order to purchase the small building. The title has never been put into the recreation committee's name. This needs to be done. Councilmember Harvey believes the Recreation Committee needs to sell this building.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember K. Palmer to auction the building owned by Recreation Committee once the title has been changed. Roll call vote: Randy Critchfield: absent, Chad Palmer: absent, Kristina Palmer: yes, Wendy Posey: yes, Anna Harvey: yes, Shannon Fragmin: yes. **MOTION APPROVED UNANIMOUSLY**

TENNIIS COURTS: there is currently gravel in front of the gate and no one can get into it. That area has not been kept up. Councilmember Harvey would like for Council to come to a recreation committee meeting and discuss future plans of the parks and Anmoore. Several options were discussed.

NEW BUSINESS

TOWN HALL/VICKIE KERNS: Council had previously discussed the need to have a lead clerk or an office manager at the town hall. Recorder Fragmin need someone to oversee this area as she is unable to visit during the day during open hours secondary to her work schedule. Recorder Fragmin reports that communication has never been an issue as she calls daily in addition to almost daily emails. This would be for the purpose of employee issues. Vickie Kerns was the employee discussed to place in this position. Councilmember Harvey recommends this discussion continued in executive session. All other members agreed.

BILLS

Bills were submitted

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

COUNCIL COMMUNICATIONS

Mayor Hardman announced at that there have been bears cited in the town. He is requesting that community members be more attentive.

EXECUTIVE SESSION

MOTION made by Councilmember K. Palmer and **SECONDED** by Councilmember Harvey to go into **EXECUTIVE** Session at 7:46 PM **MOTION APPROVED UNANIMOUSLY.**

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember Posey to go into **REGULAR** Session at 8:37 PM
MOTION APPROVED UNANIMOUSLY.

Discussed in **EXECUTIVE** Session was Employee Issues and Military Leave for Ofc. Corder

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to promote Vickie Kerns to Office Manager with a raise of \$1.00 (one dollar) per hour. **MOTION APPROVED UNANIMOUSLY**

Council agreed the town will place an ad in the local newspaper for a part-time position at Town Hall.

ADJOURNMENT

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

P. Eddie Hardman, Mayor

Shannon Fragmin, Recorder

APPROVED ON: JULY 18, 2016