

MAYOR
P. EDDIE HARDMAN

RECORDER
SHANNON FRAGMIN

COUNCIL
ANNA HARVEY
RANDY CRITCHFIELD
CHAD PALMER
KRISTINA PALMER
WENDY POSEY



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AUGUST 15, 2016

MINUTES FOR REGULAR SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD **MONDAY, AUGUST 15, 2016** 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
Wendy Posey
Chad Palmer

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 August 1, 2016 **MOTION** by Councilmember K. Palmer, **SECONDED** by Councilmember Posey **MOTION APPROVED UNANIMOUSLY**

Minutes from **WORK SESSION** of the Anmoore Town Council dated August 11, 2016 – Was not reviewed at this meeting, will be postponed until the next Council Meeting

CITIZENS BUSINESS

John Compton, 180 Plainfield Ave. : presented before Council to his gratitude to the Anmoore EMS security provided to him. He was unsure whether or not he needed the Council meeting and stated he did wanted to go into executive session. Recorder Fragmin informed Mr. Compton that this was to him depending on whether or not he had an issue he wanted to discuss. He requested to know if he was being written by Council because he does not feel he did anything wrong. Recorder Fragmin stated he was not to her knowledge.

In regards to the phone situation, Mr. Compton stated he can only afford one phone. During work hours his wife will have the phone and after hours he will make sure he has the parents we can answer it in case Mr. Spurlock needs to get ahold of him. From 3:30 PM to 7 AM in the morning Mr. Compton stated he will have that contact number and if Mr. Spurlock is calling he will answer it. Councilmember Harvey suggested or safety reasons Mr. Compton should have the Town of Anmoore cell phone on him during business hours. At the end of the day, it can be turned back in. Mr. Compton stated this would be fine because he doesn't want another incident like this past week. Mayor Hardman encourage Mr. Compton to make sure he sits in the truck and drink plenty of water when he gets hot. Mayor Hardman stated he would not get toin trouble for that when it is hot outside like it was.

DEPARTMENT REPORTS

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

Councilmember C Palmer asked Mr. Spurlock that anybody had mentioned to him that the property across from him is taking on a lot of water from the road. Mr. Spurlock stated that he is aware of the situation and plans to start re-ditching it tomorrow.

Mayor Hardman stated the maintenance department needed to start cleaning the drains along the state highway by his house because the water was running across both lanes.

Councilmember Harvey asked Mr. Spurlock if he was aware in the middle of Clinton Street there is a wet spot in the middle of the black top above where Robbie Wilmoths' house. She is unaware if it could be a small slow water leak. Mr. Spurlock stated he would check it out.

- Work orders done.
- Picked up trash
- Cleaned up trucks and shop
- Rereads done.
- Cut grass.
- Cleaned gravel from intersections.
- Spoke with Jared Knight from GrafTech last week about the gravel lot above the church. He stated he would let Mr. Spurlock know. ---
- Delivered several loads of gravel to different residents.
- Fixed a 1 ½ inch sewer line on Brushy Fork on August 5, 2016.
- Finished roof and gutters on bathroom building up by tennis courts.
- Fixed service line leak at Cove Run on Philippi Pike and Church Street.
- Replaced dusk to dawn light on Kookan Lane.
- Fixed service line on Kookan Lane.
- Need someone to look at electric and pump number one at the pump house, it is showing off by itself when it gets hot. (Buddy Haynes) this is the newest pump. Council told Mr. Spurlock to go ahead and contact Mr. Haynes.
- Picked up brush at various locations.

BUILDING INSPECTOR: report given by Vince Smith

Mr. Smith spoke with Horner Bros. in regards to our survey. They want to wait until the leaves fall off the trees to get out and mark, which will be easier for them to mark. Councilmember Harvey questioned whether or not we needed it marked as we have the map. Mr. Smith stated that a surveyor has to have the meats and bounds to actually know property boundaries. The map that we have the county came up with.

Mr. Smith is in contact with Mr. Cox in regards to the two houses. Mr. Cox would like to rent the dump truck from the Town of Anmoore over the weekend. Cove Run wants to buy the lot. It was discussed by Council. Council will allow him to use the dump truck on the weekends. It will not be moved. The cost to dump the contents in the dump truck will be billed to him.

There is a lien against the Murphy property. He would like to have the town attorney research the property to see exactly what is owed against it.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember Harvey to do a deed search of the Murphy property.
MOTION APPROVED UNANIMOUSLY

The Minor property was also discussed by Council. (Property is located across from councilmember Harvey's residence.) Mr. Smith questions Council on whether or not they wanted to add this property in for the town attorney to research and find out the cost of the liens. Recorder Fragmin questioned Mr. Smith about the dilapidated ordinance. Mr. Smith states the town attorney does have it.

Recorder Fragmin will contact the town attorney.

Fanjul started tearing down some houses but didn't have all the paperwork in place. Per Mr. Smith he had five houses that he wanted to demo. He was not able to get any demolition permit and the gentleman he hired for the asbestos certification was not certified through the state.

POLICE: report was given by Chief Don Quinn

There have been approximately 125 calls both proactive and reactive since the last Council meeting

FINANCIAL: Written report given by Vickie Kerns, Clerk

Bills were submitted to Council.

A spreadsheet was provided to Council members showing account balances.

Chase bank – changes to signatories were completed on August 12, 2016. ADP is also updated for signatures on checks.

Part-time position – the ad closed on August 3, 2016. 12 resumes were received. Ms. Kerns is questioning whether or not the resume review and interview process will be the same or if Council would like for her to handle it in the office. Need to schedule dates.

Will plan on reviewing the resumes on August 25, 2016 at 6PM.

Workers compensation insurance – carriers switched from Travelers to United Wisconsin. Coverage increased to include deliberate intent type claims and premium decreased. Premium will be paid in a down payment of \$11,704.20 (eleven thousand seven hundred four dollars and twenty cents) and the balance of \$27,024.80 (twenty seven thousand twenty four dollars and eighty cents) we paid an installment of \$3378.10 (three thousand three hundred seventy eight dollars and ten cents). Ms. Kerns also wanted Council to know that travelers with down payment of \$19,946.50 (nineteen thousand nine hundred and forty six dollars and fifty cents) and a balance financed into payments.

Audit – travelers will be conducting an audit soon. We could be facing a substantial lump-sum payment to them for underpaid premiums. This is due to improper recording of the breakdown of payroll by department the previous year.

Annual report – information has been sent to Bennett & Dobbins to start processing our annual report.

EMS: Written report given by Kris Barron.

The weekend shift has been filled. EMS hired one full-time EMT to fill the open position and with this addition, the overtime has been reduced to around 24 hours this pay period.

Unit 16 is currently in the shop. They had the exhaust manifold replaced and they believe a piece of the turbo will also need replaced. The truck will not go over 40 mph.

The cot that was ordered for \$2950 (two thousand nine hundred and fifty dollars) was sent back and they will be receiving a refund. The cot was not what they had ordered and would not adapt to the unit. EMS has found a refurbished power for \$5000 (five thousand) and with the new load system that is now mandatory with all ambulance purchases (which will require a power cot), EMS would like to know if they can go ahead and purchase this now since they are in need of a cot.

Call volume is down a little which is normal for this time of year. They also lost a dialysis patient over the weekend as well.

EMS presented an ASAP report and call log for each employee for the month. This was attached for Council to review.

Discussed EMS finances.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to pay \$5000 (five thousand) on EMS back taxes and to give EMS permission to buy the motorized caught for \$5000 (five thousand). **MOTION APPROVED UNANIMOUSLY**

BOARDS AND COMMITTEE REPORTS

Water Board: nothing new to report

Recreation Committee: they're scheduled to have a Vera Bradley bingo October 2

Safety Committee: will have a safety meeting within the next two weeks

UNFINISHED BUSINESS

QUEENS SURVEY: as discussed above.

ADJUSTING TOWN BOUNDRIES-as discussed above. We need to start thinking about possibly annexing towards Eastview.

TOWN HALL INVESTIGATION-the town attorney drafted and sent a letter to the state. Recorder Fragmin write a letter to Council and the community.

NEW BUSINESS

CURFEW ORDINANCE: this ordinance was discussed with councilmembers and the community present at the meeting. First reading will be at the next Council meeting. Mayor Hardman questioned whether or not we are going to be able to do this at Willow Green because it is private property. The issue was discussed and it was determined at Willow Green asks the Town of Anmoore police to patrol that area, then yes it can be enforced. Perhaps we need to enter into an agreement with Willow Green giving us authority to enter onto their premises.

DOG/CAT ORDINANCE: this ordinance was discussed with councilmembers and the community present at the meeting. First reading will be at the next Council meeting.

LIVE STOCK ORDINANCE: this ordinance was discussed with councilmembers and the community present at the meeting. First reading will be at the next Council meeting.

PURCHASE SIGNS – ONE WAY AND FIRE ARMS: Order 6 one way signs and 2 no weapons signs.

BILLS

Bills were submitted

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

EXECUTIVE SESSION

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember Randy to go into **EXECUTIVE** Session at 7:47 PM **MOTION APPROVED UNANIMOUSLY.**

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to go into **REGULAR** Session at 7:56PM **MOTION APPROVED UNANIMOUSLY.**

Discussed in **EXECUTIVE** Session was Employee Evaluations

COUNCIL COMMUNICATIONS

NONE

ADJOURNMENT

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

P. Eddie Hardman, Mayor

Shannon Fragmin, Recorder

APPROVED ON: SEPTEMBER 6, 2016