

MAYOR
P. EDDIE HARDMAN

RECORDER
SHANNON FRAGMIN

COUNCIL
ANNA HARVEY
RANDY CRITCHFIELD
CHAD PALMER
KRISTINA PALMER
WENDY POSEY



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SEPTEMBER 19, 2016

MINUTES FOR REGULAR SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD **MONDAY, SEPTEMBER 19, 2015** AT THE ANMOORE FIRE DEPARTMENT - COUNCIL CHAMBERS, 158 ASH STREET, ANMOORE, WEST VIRGINIA AT **7:00PM**

COUNCIL PRESENT

Anna Harvey
Recorder Shannon Fragmin
Kristina Palmer
Wendy Posey
Chad Palmer

COUNCIL ABSENT

Mayor P. Eddie Hardman
Randy Critchfield

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 September 6, 2016 **MOTION** by Councilmember Posey, **SECONDED** by Councilmember K. Palmer **MOTION APPROVED UNANIMOUSLY**

CITIZENS BUSINESS

John Compton, 180 Plainfield Ave.: Presented before Council to discuss the taking of the Town truck home for lunch. Mr. Compton stated that Mr. Spurlock, his supervisor, stated that Council had issues with this. He stated he spoke with Mayor Hardman who did not see a problem with it since it does not leave Town and it's less than a mile away. Recorder Fragmin stated she would like to discuss in Executive Session.

DEPARTMENT REPORTS

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

- Work orders done.
- Picked up trash
- Cut grass.
- Jared Knight from GrafTech called last week about the gravel lot above the church. He said that they still own it, but they cannot do anything with it at this time due to the plant being sold again.
- Delivered several loads of gravel to different residents.
- Mr. Spurlock would like for the Town to purchase the Maintenance Department employees five (5) T-shirts a piece and new boots.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to purchase T-shirts and boots for the Maintenance Department. **MOTION APPROVED UNANIMOUSLY**

- The Maintenance Department replaced all the wood and painted the poles for the park benches along the Anmoore road.
- H & S controls came. They replaced the pump they took to have repaired and they also took another pump to repair.
- Black topped potholes and different locations throughout the Town.
- Picked up brush at various locations.
- Cleaned ditches on Mulberry Street and Crystal Lane.
- Fixed drain line on Mary drive behind Head Start.
- Purchased fire extinguishers for Water Board Office and for the upstairs Recreation Hall. A total of four (4). Installed them on the walls. Also purchased three (3) for the police cruisers, but they have not installed them yet. They also purchased two (2) fires extinguishers for the maintenance trucks.
- The guard rail was replaced where that lady had wrecked into it.

BUILDING INSPECTOR: no report given by Vince Smith

POLICE: Written report given by Chief Don Quinn

There have been approximately 132 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.

Part-time position: scheduling additional interviews for this week.

Audit: rescheduled. There is no date set yet.

West Virginia State Auditor's Training: Wednesday, October 26, 2016 and Thursday October 27, 2016. Same agenda. Must register by October 19, 2016. Mel and Vicki would like approval to attend. Councilmember Harvey would like to attend as would Councilmember Posey. Days will be split so they don't have to close the office. Council discussed and has given approval for them to attend.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer for the girls to attend the West Virginia State Auditor's Training **MOTION APPROVED UNANIMOUSLY**

General Fund Budget: spreadsheet was attached for Council to review.

Garbage rates: three classifications in our rates: residential, small dumpster, large dumpster. We have four different size dumpsters and we're losing income since we're not billing for each size dumpster. Will place on next agenda for further discussion. Since this deals with garbage and fees Council will have to review any ordinances we may have and amend it.

Employee review: Mel had her six-month review by Ms. Kerns. Evaluation was attached to Recorder Fragmin's packet. Recorder Fragmin stated Mel is doing excellent.

EMS: Written report given by Kris Barron.

Employees: EMS currently has one open full-time position which is dayshift weekends. The spot came open after an employee was terminated. EMS has spoken to the part-time employees and they have agreed to help fill the position.

There are a few employees in need of winter coats. The last ones were purchased from RD Wilson however, they do not hold up to abuse so they would like to look at different options. Council recommends that they get different options and bring to Council for their review.

Call volume: since the last meeting there have been 184 calls. They have also picked up a new dialysis patient. One crew is currently doing both dialysis transports.

Units: all units are currently in service. Ambulance 16 is in need of some repair. The rear doors are not latching properly and the truck has lost a lot of power. Also the lock that holds the cot in place needs to be replaced.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember K. Palmer to have the needed repairs done to Ambulance 16 (rear locks) and to have the lock that holds the cot in place replaced. **MOTION APPROVED UNANIMOUSLY**

The cot that was approved in the last meeting for \$5000 (five thousand) was bought by another agency. The cheapest caught that Mr. Barron can find now is approximately \$6500 (six thousand five hundred dollars)

Attached for Council to review is the ASAP report.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to purchase the cot for \$6500 (six thousand five hundred dollars) **MOTION APPROVED UNANIMOUSLY**

Recorder Fragmin asked how many more Town vehicles we have that are not currently under GPS. Mr. Barron stated all ambulances currently are. Recorder Fragmin asked how many Maintenance Department vehicles we currently have not currently under GPS. Mr. Compton stated at least four. Recorder Fragmin stated it is her understanding some of the Town vehicles have been used out of Town for nonbusiness purposes. She stated she doesn't care if there is a GPS placed on the dump truck it needs to happen. Councilmember Harvey stated that the only vehicle that currently has it is Mr. Spurlock's. Recorder Fragmin stated the truck is not Mr. Spurlock's because since GPS was placed, he has not driven it. Recorder Fragmin will get in touch with Phil and bring it back to the next Council meeting.

Mr. Barron stated there is a State Supervisors Conference coming up this Thursday from 10 to 4 in Flatwoods. He would like to attend. There will be new information on Medicaid and laws. It is free of charge, he would like permission from Council to attend because it's during work hours.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember Posey to allow Kris Barron to attend the State supervisors Conference this Thursday from 10 to 4 in Flatwoods **MOTION APPROVED UNANIMOUSLY**

BOARDS AND COMMITTEE REPORTS

Water Board: had to be canceled because there wasn't a quorum.

Recreation Committee: date discussed for Halloween.

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to have trick-or-treating on October 31, 2016 from the hours of 6 to 7 with party at the firehouse at 7 o'clock. **MOTION APPROVED UNANIMOUSLY**

There's also a Vera Bradley bingo October 2, 2016

Safety Committee: None

UNFINISHED BUSINESS

TOWN HALL INVESTIGATION- recorder Fragmin has not received any updates from the town attorney regarding this issue

VEHICLE GPS - as discussed above

DILAPIDATED BUILDING ORDINANCE REVIEW – Council will have to come up with a number for this ordinance to fit in with the building inspector ordinances. Council will also have to come up with the title for this ordinance. Council discussed what kind of board the town will have for this ordinance and it was decided it will remain Council and Mayor. Council also have to decide on the fee structure.

NEW EMPLOYEE – as discussed above

Ordinances dealing with minors and animals will have a second reading on October 3, 2016

NEW BUSINESS

MAINTENANCE DEPARTMENT NEEDS BOOTS AND SHIRTS: as discussed above

EMPLOYEE REVIEW OF MELISSA COFFINDAFFER: as discussed above

STATE AUDITOR TRAINING OCTOBER 26, 2016: as discussed above

BILLS

Bills were submitted

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

EXECUTIVE SESSION

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to go into **EXECUTIVE** Session at 7:20 PM
MOTION APPROVED UNANIMOUSLY.

MOTION made by Councilmember Posey and **SECONDED** by Councilmember Harvey to go into **REGULAR** Session at 7:42PM
MOTION APPROVED UNANIMOUSLY.

Discussed in **EXECUTIVE** Session was Employee Evaluations

MOTION made by Councilmember Posey and **SECONDED** by Councilmember Harvey to give Melissa Coffindaffer a one dollar pay raise
MOTION APPROVED UNANIMOUSLY.

COUNCIL COMMUNICATIONS

NONE

ADJOURNMENT

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

P. Eddie Hardman, Mayor

Shannon Fragmin, Recorder

APPROVED ON: OCTOBER 3, 2016