

**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

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**OCTOBER 19, 2015**

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

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**COUNCIL PRESENT**

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

**COUNCIL ABSENT**

Kristina Palmer

After roll call the Council proceeded with the following:

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

***APPROVAL OF MINUTES***

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Minutes from **REGULAR SESSION** of the Anmoore Town Council dated October 5,, 2015 were approved as written. **MOTION** by Councilmember Harvey, **SECONDED** by Councilmember C. Palmer. **MOTION APPROVED UNANIMOUSLY**

Minutes from **WORK SESSION** of the Anmoore Town Council dated October 8, 2015 were approved as written. **MOTION** by Councilmember Harvey, **SECONDED** by Councilmember Posey. **MOTION APPROVED UNANIMOUSLY**

Minutes from **SPECIAL SESSION** of the Anmoore Town Council dated October 8, 2015 were approved as written. **MOTION** by Councilmember Harvey, **SECONDED** by Councilmember C. Palmer. **MOTION APPROVED UNANIMOUSLY**

## ***CITIZENS BUSINESS***

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Mayor Hardman called for petitions, communications and public hearings with the following individuals appearing therefor.

**Mark Turley, AB Contracting:** Again express desire to begin working on their project at Sterling Ridge. Mr. Turley stated that their contracting company is willing to pay for another flow study as a result of conflicting information between the two previously done. Mr. Shawn Spurlock, Maintenance Supervisor, was in the process of obtaining quotes from various companies in order to have another flow study completed. At this time, per Mr. Spurlock's written report, we have not heard back from any of those companies yet. Mr. Turley recommended getting Thrasher and Stantec together in order to figure out why the two reports they completed, have such conflicting information.

Mr. Turley and Council spoke briefly about the water supply to this project. He stated he didn't believe water supply was going to be an issue after speaking with Mr. Hoover from Greater Harrison. He reported that Greater Harrison is willing to work with us in order to make this project happen. The PSC is willing to turn this over to the Town of Anmoore and we would be able to collect revenue off the water and the sewage. These are top-of-the-line units. They will not be low income or HUD. Mayor Eddie Hardman asked if they had ever considered coming into the corporate limits of Anmoore, an annex, as we offer trash pickup and police protection, etc.

Obviously there is concern with the amount of sewage this project could bring into the Town. Alfred Kooken recommended that we contact the company that placed those lines and find out what the capacity is that it can hold. You have the entire Town of Anmoore, Eastpointe, the next town, and a portion of Clarksburg hooked onto the same line before the interceptor all the way down at Urotech. So there's quite a bit of sewage that has never even been accounted for in any of these studies. Clarksburg has not done any sewer study at all.

**Randy McAtee, 314 Ash Street:** Wanted to thank Council for putting up the speed limit signs on his road. He would like to see a little bit more police presence. Mr. Spurlock recommended that that sidewalk be removed in front of his residence unless he would like to repair and maintain it. Grass would be planted in its place once it has been removed. Mr. McAtee stated to remove the sidewalk. In addition to this, we did obtain some parts to the fire hydrants. Unfortunately they were the wrong parts so we are still working on this issue. It does look like we will be able to obtain the correct parts for these hydrants. Our building inspector has spoken with the property owner of the grass needing to be cut (old church property). He stated he would get him to cut it again.

## ***REPORTS***

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### **FINANCIAL: Written report given by Betsy Straley, Office Manager**

-Police Department seizure account has been started there is a \$50.00 (fifty dollar) balance.

-Mrs. Straley sent the ordinances over to Loretta at the newspaper office for publishing. She's waiting to hear back about the publication date.

-Mrs. Straley contacted Brian Yim at Nixel and requested additional information including a demo regarding the Robo-call system. Ms. Straley attached information on her written report in regards to this system. The system is advanced and costs \$3500 a year. After brief discussion, Council decided due to the cost we would wait to obtain such a service.

-Leslie has completed the general fund accounts. Ms. Straley stated she's having trouble importing it to QuickBooks however they are working on this issue.

-Ms. Straley would like to upgrade the computer in the finance office. Currently they are using XP professional as the operating system and Microsoft quit supporting the system in April 2014 which leaves the computer more susceptible to viruses. She had Atlas Technology submit a quote for updating to Windows 7 Pro and transferring all data. This quote has an estimated total of \$333.89 (Three hundred thirty three dollars and eighty nine cents) Mrs. Straley also has a second quote attached which is to install a storage server the total estimate for this would be \$521.14 (Five hundred twenty one dollars and fourteen cents). This would be used to backup all three computers in the office automatically to two different locations locally (the system itself) and "the cloud."

Council would like for Mrs. Straley to obtain additional quotes before a decision is made.

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember Posey to table this and have Mrs. Straley obtain additional quotes. **MOTION APPROVED UNANIMOUSLY**  
-Councilmember Harvey called Region VI to obtain information regarding water /sewage grants. Vicki Kerns sent maps of our water system. We have to qualify by census and then we have to qualify by being low to mid income. These are the first two steps. They will also help you manage the money.

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

- Work orders were done.
- Put new carpet on walkway at water board office.
- Smoke tested Eastview and all of Route 58. They are done with the smoke testing.
- Cut grass and brush at various locations in Town.
- Picked up trash.
- Had small service leak on 3<sup>rd</sup> Street in East view.
- White flatbed truck goes to Appalachian Tire on October 20, 2015 at 8 AM for tires.
- Rebuilt catch basin near parking lot of Mattress Warehouse.
- Melanie from AB Contracting was told that we were looking to do another flow study. Mr. Spurlock has not received the quotes yet for these studies.
- Picked up dumpster for State Distributing on October 6, 2015.
- Cleaned up trucks and backhoe.
- Talk to Mr. Vincent from Stantec about the flow study and he advised Mr. Spurlock that Mrs. Goode from AB contracting has been told she could have about 130 apartments and still be within capacity. A copy of the flow study report is attached to the Mayor's papers.
- Spoke with Billy Saunders at HD supply and he sent Mr. Spurlock a parts list for the fire hydrant on Ash Street, but they were the wrong parts. Mr. Saunders is sure he can get the right ones. He hasn't had any response back from Chuck Barker or CI Thornburg.
- Mr. Spurlock hasn't heard anything from Graf tech.
- They put up speed limit and children playing signs on Ash Street at both ends of the road. They also put school bus signs on the main road in front of the fire department.
- Mr. Spurlock recommends that the sidewalk be removed from in front of Mr. McAtee's residence on Ash Street unless Mr. McAtee would like to repair and maintain it because the sidewalk is a benefit only to the residents of that house.
- Mr. Spurlock also stated that we need to discuss the water supply issue to the apartments at Sterling Ridge. He has spoken at great length with Mr. Hoover from Greater Harrison PSD about the water situation and he is willing to help us out.
- Councilmember Posey stated her trash was not picked up again today.

**POLICE: Report was given by Chief Don Quinn**

There have been approximately 109 calls both proactive and reactive since the last Council meeting. Chief Quinn stated that about half of those calls were taken care of by Officer Mike Corder. Chief Quinn then stated that Ofc. Corder has been approached by the City of Shinnston and offered a position with them paying two dollars more an hour. After brief discussion, Council stated we would discuss this issue in Executive Session.

**BUILDING INSPECTOR:**

**BALLFIELD GATE/ TOWN RIGHT-OF-WAY:** The Building Inspector stated the Town of Anmoore needs to have these areas surveyed. He spoke with the Town's Attorney who informed him this is our right-of-way should we choose to open it up and use it despite the fact that certain individuals have built on it. Our attorney can draft a letter to them informing those individuals that a certain amount of their building is on the Towns right-of-way. We don't have to have them remove it now, but we can put them on notice it is on our right-of-way so in the future, it could be removed should it need to be.

We need to know exactly where our property is so we can place/close the gate, therefor this also needs to be surveyed.

**MOTION** made by Councilmember C. Palmer and **SECONDED** by Councilmember Harvey to have our right-of-way along the ballpark surveyed **Roll Call Vote:** Chad Palmer: yes, Anna Harvey: yes, Wendy Posey: yes, Kristina Posey: absent, Randy Critchfield: yes. **MOTION APPROVED UNANIMOUSLY**

Will have office manager Betsy Straley call to get quotes for a survey. Horner is an individual we have used in the past. Alfred Kooker also knows of a surveyor who has done work in the Town of Anmoore previously. He will get with Betsy Straley to give her this information.

**GENTEEL PROPERTY:** Council discussed this issue. Council has decided to close off the culvert above their house as a first option. Have Shawn Spurlock watch the culvert over the next couple of rains. Mr. Smith will also give the Genteel's the agreement drafted by the Town Attorney for them to review in case option number one is not successful.

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember Critchfield to block the culvert. **MOTION APPROVED UNANIMOUSLY**

**TRASH ISSUES:** We used to have an ordinance stating people could not put their trash out for pickup until Sunday evening. People are not following this ordinance and as a result trash is winding up everywhere.

There's a temporary fence by Mattress Warehouse. The Building Inspector informed him he was not allowed to put a permanent fence until he had it surveyed said the town would know where our right-of-way is.

#### **FIRE DEPARTMENT/EMS: Written report**

-There have been five (5) overtime shifts this month. Three (3) to cover transports to Morgantown out of the Meadowview Manor and two (2) to cover open shifts on the weekend.

-They currently have a full-time position open on dayshift weekends.

-There have been 61 (sixty-one) EMS calls for the month eight (8) nonemergency transports.

-They are currently in discussion with River Oaks Nursing Home to be their non-emergency transport provider. If they are able to agree and come into contract this will add about 200 (two-hundred) calls a month. It will require additional crews to help with the transport load. Councilmember Harvey stated this may not be possible as EMS expenses are exceeding their revenue.

### ***UNFINISHED BUSINESS***

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MCATEE ISSUES: AS DISCUSSED ABOVE

TRASH ISSUES: AS DISCUSSED ABOVE

GRAFTECH WATERLINE TIE IN: There is a Council meeting scheduled for Tuesday, October 27, 2015 at 7 PM in Council Chambers with GrafTech.

GENTEEL AGREEMENT: AS DISCUSSED ABOVE

STREET LIGHT AT THE CORNER OF RT 58 AND BENEDUM: Light turns on and off

GATE: AS DISCUSSED ABOVE

AB CONTRACTING/FLOW STUDY: AS DISCUSSED ABOVE

FIRE HYDRANTS: AS DISCUSSED ABOVE

MAIL: **MOTION** made by Councilmember Harvey and **SECONDED** by C. Palmer to have the Town Clerk's alternate in getting the mail. **MOTION APPROVED UNANIMOUSLY**

EMPLOYEE MEETING: **MOTION** made by Councilmember and **SECONDED** by Councilmember to table the Employee Meeting topic

### ***NEW ORDINANCES FOR REVIEW***

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Competitive Bidding Ordinance, Ethics Ordinance, Council Ordinance, and Ordinances and Resolutions. A copy of each ordinance was presented at this Council meeting. Will be posted in Council Chambers and at Town Hall for public review. The Council Ordinance will be posted in the local newspaper. This is not the first reading for any of the above. This is just an introduction at this Council meeting.

### ***ORDINANCES FIRST READING***

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The following ordinances had First Reading at tonight's Council meeting:

Emergency Service Ordinance, the Election Ordinance, and Codified Ordinance. Each of these ordinances have been posted both at Council Chambers and Town Hall for public review. The Election Ordinance will be posted in the local newspaper. These three ordinances will undergo the Second Reading at the next Council meeting or finalization. No objections were made at the First Reading.

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to accept the Emergency Service Ordinance on the First Reading. **Roll Call Vote:** Chad Palmer: yes, Anna Harvey: yes, Wendy Posey: yes, Kristina Posey: absent, Randy Critchfield: yes. **MOTION APPROVED UNANIMOUSLY**

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember Posey to accept the Election Ordinance on the First Reading. **Roll Call Vote:** Chad Palmer: yes, Anna Harvey: yes, Wendy Posey: yes, Kristina Posey: absent, Randy Critchfield: yes. **MOTION APPROVED UNANIMOUSLY**

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to accept the Codified Ordinance on the First Reading. **Roll Call Vote:** Chad Palmer: yes, Anna Harvey: yes, Wendy Posey: yes, Kristina Posey: absent, Randy Critchfield: yes. **MOTION APPROVED UNANIMOUSLY**

### ***NEW BUSINESS***

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NONE

### ***BILLS***

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**Bills were submitted**

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

### ***COUNCIL COMMUNICATIONS***

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Anmoore recreation is having a Vera Bradley Bingo. Flyer available

Trick-or-treating will be October 31, 2000 6- 7 PM. The Halloween party will be at the Anmoore Fire Department at 7 PM. Flyer available.

We received a letter from the County commission requesting use of our building for elections on December 12, 2015, May 10, 2016, and November 8, 2016. Someone needs to be available to unlock and lock the door.

**MOTION** made by Councilmember Harvey to have Wendy Posey be responsible to unlock and lock the door to the building on December 12, 2015, May 10, 2016, and November 8, 2016. **MOTION APPROVED UNANIMOUSLY**

### ***EXECUTIVE SESSION***

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**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to enter into Executive Session. The time is 8:16 PM **MOTION APPROVED UNANIMOUSLY**

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to enter into Regular Session. Return to Regular Session at 9:14 PM. Employee issues were discussed in Executive Session.

**MOTION** made by Councilmember Posey and **SECONDED** by Councilmember C. Palmer to give Officer Mike Corder a two dollar (\$2.00) raise. **Roll Call Vote:** Chad Palmer: yes, Anna Harvey: yes, Wendy Posey: yes, Kristina Posey: absent, Randy Critchfield: yes. **MOTION APPROVED UNANIMOUSLY**

### ***AJOURNMENT***

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

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P. Eddie Hardman, Mayor

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Shannon Fragmin, Recorder

APPROVED ON: NOVEMBER 2, 2015