

MAYOR
P. EDDIE HARDMAN

RECORDER
SHANNON FRAGMIN

COUNCIL
ANNA HARVEY
RANDY CRITCHFIELD
CHAD PALMER
KRISTINA PALMER
WENDY POSEY



The Town of Anmoore

P.O. Box 178 Anmoore WV 26323 304.622.7431

JULY 6, 2015

MINUTES FOR REGULAR SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD
MONDAY, JULY 6, 2015 AT THE ANMOORE FIRE DEPARTMENT - COUNCIL CHAMBERS, 158
ASH STREET, ANMOORE, WEST VIRGINIA AT **7:00PM**

COUNCIL PRESENT

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

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

Minutes from **REGULAR** session of the Anmoore Town Council dated June 15, 2015 were approved as written. **MOTION** by Councilmember Harvey, **SECONDED** by Councilmember K. Palmer. **MOTION APPROVED UNANIMOUSLY**

Minutes from **WORK SESSION** of the Anmoore Town Council dated July 2, 2015 were approved as written. **MOTION** by Councilmember Harvey, **SECONDED** by Councilmember Posey. **MOTION APPROVED UNANIMOUSLY**

CITIZENS BUSINESS

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

Shawn Fragmin- 850 Oak Street, Anmoore. Addressed Council with multiple concerns. He reports complaints about high grass on Pike Street by Carl Amsler's old property and on Town owned property on Ash Street. He stated the Town can't tell residents how to maintain their property if the Town is not able to maintain their own property. Kimberly Meadows trash is not being completely picked up, one can is being skipped. Mr. Fragmin complained about the pot holes that have not been addressed.

Also, the ditch by Gary Riley's residence needs to be fixed. It was previously discussed and agreed that the Town would get the materials for Mr. Riley, but he is not going to have time to fix it so the Town needs to. There was discussion between Mr. Riley, Shawn Spurlock the Maintenance Supervisor and Vince Smith the Town Building Inspector about where the water was coming from and the need for Mr. Riley to have gutters placed on his residence. Final resolution to this problem will be to dig a ditch along the curb, put a drain in across where the water is running over the curb and funnel the water to the culvert.

Questioned when the Town was going to clean up the Peco Park Pavilion (aka comfort station) Councilmember Harvey stated it would be soon.

John Compton- 180 Plainfield Ave., Anmoore. Praised the Maintenance Department. Had an employee issue, will be discussed in Executive Session.

David Colwell- 107 Plainfield Ave., Anmoore. Addressed Council with drainage issues in the lower portion of his property. Water is not draining. Old pipes are not connected with the new pipes that were place when they did the parking lot so now the water is pooling into his property. Drain is closed on Ash Street, the drain collapsed and was never fixed. Shawn Spurlock will look at Mr. Colwell's water issue.

REPORTS

FINANCIAL: Written reports given by Betsy Straley Office Manager

New Councilmembers were given employee packets to complete. Please give back in a week or two completed.

Copies of the West Virginia State Tax Department showing a zero balance due indicating it has been paid. We will not get a letter stating the account has been paid in full. At this time, Betsy Straley, Office Manager, is not aware of any new penalties added to the Federal Tax. Have not heard anymore from the IRS at this time. List of bills provided.

Mrs. Straley now has the login information to the Town of Anmoore Website.

Discussion and request that when Betsy Straley gives the list of bills to Council, she provide the same list of bills at the next Council Meeting, but with corresponding check numbers and dates showing those bills have been paid. Mrs. Straley agreed.

Asked Mrs. Straley to possibly stay after work one day to update new Council on Town business. Mrs. Straley agreed.

Asked to have a running estimate of each account to show financially what monies are going into the accounts and what monies are being paid out. Mrs. Straley stated she does do this every month, but forgot to print it out this time.

Request for a seizure account to be made. Jeff Beech, Anmoore Police officer, spoke of the seizure account. Any assets seized that we would get a monetary value for would go into this account and if forfeited and could be used for training or equipment. Recorder Fragmin will contact the Town attorney for more information.

Discussion regarding the Town's accountant, Mrs. Straley is unsure what services are provided by them as she is not the one who made the contract/agreement with them. She did speak with someone today and discovered that we are billed quarterly from them. We have not received a bill as of yet, but they are working on the first quarterly bill. Also asked Mrs. Straley to make arrangements for them to come to the next Council meeting on July 20th. We would like to discuss what services they are going to provide other than the quarterly reports. Mrs. Straley knows the accountant if filing the taxes and Mrs. Straley checks the tax sites to make sure they are paid.

Councilmember Harvey requested that Council receive a list of building permits at council meetings as they come in. The list should include what is being done and the cost. Also business licenses that are new, will need to come across the Council table for approval before they are issued.

MAINTENANCE: Written report given by Shawn Spurlock, Maintenance Supervisor

Woodford Oil is proceeding with the waterline project. The Town has to pay the permit cost and will then be reimbursed from Woodford.

Glenwood Avenue has been graveled on both ends.

Smoke testing has been done on Section "A" which includes Clinton, Nash, Crisfield, Linden, Oak and part of Philippi Pike. Anyone in violation of that the letters will need to be sent out in August. Original letters notifying residents were hand delivered. This has to be done by July of next year.

Water loss is estimated at 16.87%. Final numbers will be in on Wednesday but won't get any worse. Reports the water loss has been gradually going down, but it does depend on usage, water breaks, etc.

Rereads on the water meters: Table passed out. Toe people do re-reads.

Brush will be cut behind Shawn Grogg's this week.

Councilmember Harvey asked about the playground equipment. Said she has some scouts that may need to do something for their project and asked that the upstairs of the fire department be done.

Discussion of fire hydrants. To fix the existing ones it will cost \$1300.00 to repair. New it is \$1800.00 but can't replace until lines are replaced.

Need to purchase USB Cable for security cameras for fire department and the security cameras will be done this week.

Roads and culverts cleaned up after the floods.

Maintenance would like to have new steel toed boots. It has been a year. Would also like new shirts.

Water leak fixed on Rosemary Lane 7/3/15

Inmates are doing well. They are switched out every month. They are two employees that are able to supervise the inmates.

POLICE:

Jeff Beech attended the Governors Highway Safety and was able to get DUI money and other overtime money coming up for August and September. Also obtained two PVT roadside alcohol sensors.

Lori Robey with the Sheriff's Department has been entering in past reports. Discussion if we are entering the current reports. Will need to ask the Chief/Acting Chief so we do not fall behind again. Do we have anyone going to the Chiefs meeting at the Sheriff's Department?

UNFINISHED BUSINESS

Confirmation of Back State Taxes: Addressed under financial report

Update on video cameras: Addressed under maintenance report

State Audit: Councilmember Harvey received email from Dawna Cork CPA. They are waiting for the investigation to be done prior to engaging into the audit.

Water meter re-reads: Addressed in Maintenance report.

Opening of alley behind Shawn Grogg's: Addressed in maintenance report

Removal of tree behind Scott Critchfiel's property: Ash Street. Shawn Spurlock will look at

Inmates: Addressed in maintenance report

Playground equipment: Addressed in maintenance report. Shawn will let us know the schedule this week.

Gravel on Glenwood: Addressed in maintenance report

Keys to buildings: **MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to have a set of master keys to be made and kept in the Recorders closet of the Maintenance Department and the Water Board Department. **MOTION APPROVED UNANIMOUSLY**

MOTION made by Councilmember C. Palmer and **SECONDED** by Councilmember Harvey for Recorder Shannon Fragmin to have a keys for the Water Board Department and front door to the Council Chambers. **MOTION APPROVED UNANIMOUSLY**

NEW BUSINESS

Town of Anmoore Account: P. Eddie Hardman
Kristina Palmer
Wendy Posey

Authorized Depositors: Anna Harvey
Anmoore Police Department

Emergency Medical Services (EMS) Account: Anna Harvey
Mark McClain
Shannon Fragmin

Authorized Depositors: Wendy Posey
Anmoore Police Department

Town of Anmoore Fire Department: Anna Harvey
Wendy Posey
Mark McClain

Authorized Depositors: Wendy Posey
Anmoore Police Department

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to approve these account signatories and depositors. **Roll call vote:** Anna Harvey: yes, Randy Critchfield: yes, Chad Palmer: yes, Kristina Palmer: yes, Wendy Posey: yes, Shannon Fragmin: yes, Mayor Hardman: Left due to emergency. **MOTION APPROVED UNANIMOUSLY**

Mail for the Town of Anmoore will continue to be picked up by Shawn Spurlock

MOTION made by Councilmember Harvey and **SECONDED** by Councilmember C. Palmer to table the Appointments until next **REGULAR** Town Council Meeting.

Council deviated from the agenda to add report from the Building Inspector. The trailer park has obtained a work permit. Mr. Swiger is having a water issue, issue was a down spout leaking into his basement and is now eroded. Was attempting to make Town

responsible. Pictures were taken. Head Start was having an issue with the neighbor's wall falling in and eroding. Inspector is working with them to get it fixed. Mr. Cox is waiting on the asbestos certification. Need to address Town ordinances.

COUNCIL COMMUNICATIONS

None

EXECUTIVE SESSION

MOTION made by Councilmember Harvey and **SECONDED** by C. Palmer to go into Executive Session: Entered at 830PM. Exited at 953PM. Discussed Employee issues.

BILLS

Anmoore EMS needs to watch the spending. Will discuss next Council Meeting. **MOTION** made by Councilmember Harvey to pay the bills and **SECONDED** by Councilmember Posey. **MOTION APPROVED UNANIMOUSLY**

AJOURNMENT

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

P. Eddie Hardman, Mayor

Shannon Fragmin, Recorder

APPROVED ON: JULY 20, 2015