

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 2, 2015

MINUTES FOR WORK SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD
THURSDAY, JULY 2, 2015 AT THE ANMOORE FIRE DEPARTMENT - COUNCIL CHAMBERS, 158
ASH STREET, ANMOORE, WEST VIRGINIA AT **7:00PM**

COUNCIL PRESENT

Recorder Shannon Fragmin

Anna Harvey

Chad Palmer

Kristina Palmer

Wendy Posey

COUNCIL ABSENT

Mayor P. Eddie Hardman

Randy Critchfield

Following roll call, Council proceeded with the following:

NEW COUNCIL BRIEFING

Reviewed minutes from **REGULAR** session of the Anmoore Town Council dated June 15, 2015 for the purpose of updating New Council.

Councilmember Posey asked about the final State Tax payment. Councilmember Harvey stated that the final check had been issued, but to her knowledge has not cleared the bank account yet. There was an issue regarding whether or not the State was attempting to add additional penalties. Council will check with Betsy Straley, Town of Anmoore Office Manager at the next council meeting.

Councilmember Harvey has contacted the Auditors Office both in Clarksburg and Charleston regarding the audit. We are currently two (2) years behind. The last audit went to June 2012. The Town was previously told that an

audit would occur in March or April 2015. Despite multiple attempts, phone and email, the Town had not heard anything from them.

Councilmembers would like to get with Betsy Straley, Town of Anmoore Office Manager to go over the Town's financials. There have been some tax revisions. Previous Councilmember Heather Gillespie had these revisions and emailed them to the Office Manager who will have them for the new Council at the meeting on July 6, 2015. Also, Mrs. Gillespie is the sole administrator for the Town of Anmoore Website. Mayor Hardman or Mrs. Straley need to contact Mrs. Gillespie to get the needed passwords so changes can be made and control be returned back to the Town of Anmoore. We need to have two (2) – three (3) administrators for that website.

DISCUSSION OF UPCOMING BOARD POSITIONS

Discussion of upcoming board positions with new council. The following recommendations were made:

Town of Anmoore Police Judge: Ed Martin

Town of Anmoore Water Board: Anna Harvey

Jim Harris

Chuck Barker

Vickie Kerns

Chad Palmer

Randy Critchfield

Town of Anmoore Recreation Committee: Anna Harvey

Wendy Posey

Meredith McClain

New members were recommended for Recreation Committee: **(Choose two)**

Virginia (Jenny) Stevens

Shawwna Hardman

Sarah Lewis

Gary Riley

Terry Sue Allen

There was a question regarding whether or not the ordinance stated at least one member had to be less than 25 or 35 years of age. The ordinance was reviewed during this session and the ordinance did not make this specification.

Councilmember Harvey recommends making Mary Grogg an Honorary Member

DISCUSSION OF ACCOUNTS

Accounts will need to have new individuals chosen as authorized signatures. The following recommendations were made:

Town of Anmoore Account: P. Eddie Hardman

Kristina Palmer

Wendy Posey

Town of Anmoore Emergency Medical Services (EMS) Account: Anna Harvey

Mark McClain

Shannon Fragmin

Town of Anmoore Fire Department: Anna Harvey

Wendy Posey

Mark McClain

Once approved a letter of resolution will be completed.

ORDINANCES

Recorder Shannon Fragmin recommended making a committee to start reviewing and revising outdated and unsigned ordinances. Councilmember would like to have the Building Inspector meet with this committee to assist with building codes. Police Department will also have to be an essential player in order to get those ordinances and codes up to date.

It was suggested that this committee meet on Thursdays, same week of Council Meetings in Council Chambers at 600 PM

Ordinance Committee: Anna Harvey

Kristina Palmer

Wendy Posey

Shannon Fragmin

EMPLOYEE HANDBOOK

Each member of Council was provided a copy of the current Town of Anmoore Employee Handbook. Councilmember Harvey recommended that everyone review the handbook and make suggestions on any changes. In previous council meetings, changes have been suggested such as allowing the employees to carry over sick leave time, or giving holiday pay if called out on a holiday. During this work session, it was also suggested Council consider in the future the Water Department staff alternate their lunches to allow daily operation to go uninterrupted.

COUNCIL COMMUNICATIONS

Contact information was exchanged between Council Members including email and phone numbers.

AJOURNMENT

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

P. Eddie Hardman, Mayor

Shannon Fragmin, Recorder

APPROVED ON: JULY 6, 2015