

MAYOR
SHANNON FRAGMIN

The TOWN of Anmoore

RECORDER
ANNA HARVEY

COUNCIL
AMANDA CAHILL
MATTHEW CAHILL
GARY RILEY
KRISTINA PALMER
WENDY POSEY

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NOVEMBER 6, 2017 MINUTES

Minutes for regular session of the Council of the Town of Anmoore held Monday, November 6, 2017 at the Anmoore Fire Department/Council Chambers, 158 Ash Street, Anmoore, WV at 7:00 PM.

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

CALL TO ORDER: The meeting was called to order by Recorder, Anna Harvey at 7:00 PM.

ROLL CALL: Council members Kristina Palmer, Gary Riley, Wendy Posey, Matthew Cahill, and Recorder Anna Harvey, were present. Mayor Shannon Fragmin and Council member Amanda Cahill were absent.

After roll call the Council proceeded with the following business:

APPROVAL OF MINUTES

Minutes from the regular session of the Anmoore Town Council dated October 16, 2017 was approved by motion made by Wendy Posey, 2nd by Kristina Palmer. **Motion Approved Unanimously.**

APPEAL BOARD HEARING: ORDINANCE 600.04 MAINTENANCE OF PREMISES

Requested Hearing by Fanjul's about notice to cut grass along their property borders especially Philippi Pike. Fanjuls maintain that the property along Philippi Pike is State property not theirs. There was discussion on new ordinance and notices to residents who were not in compliance. The issue of it being a dangerous roadway and it belonging to the State was brought up by Joe Fanjul and daughter Mary Jo. Building Inspector, Vince Smith and Attorney, Trey Simmerman was in

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attendance to answer any questions. Fanjul's were told to maintain their property along secondary roadways such as Vic Gonzalez Street and Mary Drive as there were complaints on those areas and the issues with Philippi Pike will be addressed when more research is done.

Motion made by Matthew Cahill to table issues in relationship to Philippi Pike and when Town council decides a course of action the Fanjuls will be notified, however they are still responsible for maintaining the property along the secondary roadways such as Vic Gonzalez Street and Mary Drive, 2nd by Gary Riley. In a roll call vote Recorder Anna Harvey, and Council members Wendy Posey, Kristina Palmer, Gary Riley, and Matthew Cahill all voted yes. **Motion Approved Unanimously.**

EXECUTIVE SESSION

Motion made by Wendy Posey to go into **EXECUTIVE SESSION** at 7:46 PM, 2nd by Kristina Palmer. **Motion Approved Unanimously.**

Motion made by Gary Riley to go back into **REGULAR SESSION** at 8:02 PM, 2nd by Matthew Cahill. **Motion Approved Unanimously.**

Issues discussed in Executive Session were:

1. Discussed legal issues with attorney, Trey Simmerman.

CITIZENS BUSINESS

Mr. Joey Pumphrey from 350 Ash St. stated he would like to thank Gary Riley for cleaning up brush around turn-around spot on Ash Street.

DEPARTMENT REPORTS

BUILDING INSPECTOR REPORT: Vince Smith addressed the issue of the electrical work done at the Fire Department building. He has spoke to Mr. Frederick who had done work in the past and knows our system would be the best person to give us a quote on getting the electrical system up to code.

Motion made by Gary Riley to allow Mr. Smith to pursue upgrades on electrical system with Mr. Frederick and bring quotes back to Council, 2nd by Matthew Cahill. **Motion Approved Unanimously.**

Mr. Smith brought up having a dilapidated fund structure to pursue such structures that need torn down. Discussion. Anna Harvey stated that this would be something to include when looking at budget revision which will be done soon.

POLICE: Chief Don Quinn stated that there have been about 61 calls. He discussed several break-ins that occurred this past week. At this time he has three applicants for full time and possibly one for part-time that need interviews. In regards to not having enough police coverage on nights and weekends, Council decided to have a special meeting on Monday, November 13, 2017 at 5:50 PM to do interviews and possible hiring of new employees.

MAINTENANCE: Written report given by Stacey Strader. Work orders done, trash done, door tags delivered, did water shutoffs, cut grass, working on widening the entrance to Parkway Park, picked up brush, dry trash picked up, tap for Reed, blacktopped f Mary Dr-30 ton, replaced water meters that were hard to read, hauled rock different locations, stone on McGary Lane, catching cats, removed brush from a long road at Fanjul's, installed lights Fire Dept. Bay, mulch bank at office, install sign at park, measured road from serenity Tea to Walnut for blacktop, and took New Garbage Truck to Lost Creek for alignment.

Motion made by Matthew Cahill to table approval of new maintenance employee until Council can meet him, 2nd by Kristina Palmer. **Motion Approved Unanimously.**

Anna Harvey stated that maintenance has 4 weed eaters at this time and should be fine until spring.

There should be enough salt at this time.

There has been a problem with residents bringing in large amounts of trash. Discussed Trash pick-up in Anmoore and what items can be placed safely in new garbage truck. If large items or a large amount of trash, residents need to rent dump truck. Motion made by Kristina Palmer to give Gary Riley permission to research the type of items that we should be picking up with new truck and then we can work on policy, 2nd by Wendy Posey. **Motion Approved Unanimously.**

Tires for old dump truck had already been approved at earlier meeting.

FINANCIAL: Bills and account balances on spreadsheets given in written report. Seizure Account was closed.

Concrete is to be placed on Thursday Nov. 9 at Municipal building so office will be closed to foot traffic and it is closed on Friday, Nov. 10, 2017 for Veterans Day.

PSC Annual Reports 2016-2017 still in progress.

Budget will have status and revisions at next meeting. Leslie will be assisting.

Discussion on which copier to purchase. **Motion** made by Matthew Cahill to allow Anna Harvey and Vickie Kerns to pick the most cost effective copier for the Municipal Building, 2nd by Kristina Palmer. **Motion Approved Unanimously.**

Discussed the purchase of numbered receipt books with the Town's Name preprinted on them.

Motion made by Kristina Palmer to purchase the least expensive receipt books with the Town's name on them, 2nd by Wendy Posey. **Motion Approved Unanimously.**

EMS and FIRE DEPARTMENT: Written report was given to council.

Motion made by Matthew Cahill to table issue of the Expedition until next meeting, 2nd by Gary Riley. **Motion Approved Unanimously.**

Motion made by Kristina Palmer to table the issue of EMS I pad program upgrade, 2nd by Wendy Posey. **Motion Approved Unanimously.**

BOARDS AND COMMITTEE REPORTS

WATER: No New Information

RECREATION COMMITTEE: None

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Motion made by Matthew Cahill to table the code of conduct for employees until next meeting, 2nd by Gary Riley. **Motion Approved Unanimously.**

Motion made by Kristina Palmer to accept the following policies: **Purchasing Policy, Purchasing Card Policies and Procedures and Motion Approved Unanimously. Capitalization Policy,** 2nd by Gary Riley. **Motion Approved Unanimously.**

Motion made by Matthew Cahill to set the threshold amount for minimum Capitalization at \$1,000.00 (one thousand dollars), 2nd by Gary Riley. **Motion Approved Unanimously.**

BILLS:

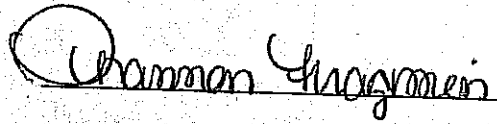
Bills were submitted

Motion to pay the bills was made by Kristina Palmer, 2nd by Wendy Posey. **Motion Approved Unanimously.**

COUNCIL COMMUNICATIONS:

ADJOURNMENT

Motion to adjourn was made by Kristina Palmer, 2nd by Gary Riley. Motion Approved Unanimously.



Shannon Fragmin, Mayor

na Harvey, Recorder

APPROVED ON: Nov20, 2017