

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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February 6, 2017

MINUTES FOR REGULAR SESSION OF THE COUNCIL OF THE TOWN OF ANMOORE HELD MONDAY, FEBRUARY 6, 2017 AT THE ANMOORE FIRE DEPARTMENT - COUNCIL CHAMBERS, 158 ASH STREET, ANMOORE, WEST VIRGINIA AT 7:00PM

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COUNCIL PRESENT

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

COUNCIL ABSENT

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

After roll call the Council proceeded with the following:

APPROVAL OF MINUTES

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Minutes from REGULAR SESSION of the Anmoore Town Council dated January 17, 2017 MOTION by Councilmember Harvey, SECONDED by Councilmember Posey with the following correction on page 5: under new business "owe hundred and \$110,000 (one hundred and ten thousand)" should read "owe \$110,000 (one hundred and ten thousand)" MOTION APPROVED UNANIMOUSLY

CITIZENS BUSINESS

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John Reich, 101 Parkway Anmoore: Presented before council to thank the members of the recreation department for the Christmas gift cards they gave. He reported this was very nice and really helped a lot during that time. Councilmember Harvey stated the Maintenance Department put his name in.

## DEPARTMENT REPORTS

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### POLICE: Verbal Report by Chief Quinn

187 calls to service that both proactive and reactive.

Chief Quinn stated there's been a couple people he has been watching. He requests that the community keep their doors locked and vehicles locked.

Mayor Hardman stated he is received a couple complaints about people walking their animals in the middle of the road. Chief Quinn is aware.

In regards to the cat issue in the Town of Anmoore, Chief Quinn stated that if he tells them they are feral cats they will euthanize them immediately. Recorder Fragmin stated that the only issue with this is there's a lot of cats running around that are also house cats and you can't tell the difference between a house cat and a feral cat. Recorder Fragmin stated we have to be able to notify the residents.

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

- Work orders done.
- Picked up trash
- Cleaned shop and vehicles.
- Read meters.
- Rereads were done.
- Dry trash was done.
- Clear ditches in several different places to keep the water off the roadways.
- Delivered rock to a couple different places.
- Put new tires on red Ford F1 50.
- Purchased a few sets of raingear for the guys.
- Bought some tools and a toolbox.
- Salted roads.
- Shawn Spurlock took an Effective Utility Management class in Morgantown.
- Fixed great cross roadway on Parkway behind Chuck Barker's.
- Gravel potholes.
- Quotes for garbage truck were obtained.
- Fixed the 4 inch main line leak at Smithfield and Woodson.

Council discussed purchasing a new garbage truck. Several quotes were obtained. One is for a 2018 International from Total Equipment Solutions. It's a ten yard rear end loader, which means the guys will have to go to the dump more than once in a day. This one was \$114,000 (one hundred and fourteen thousand dollars). Shawn Spurlock does not want to get a small.

The next quote is for a used garbage truck. One is a 2007 International 400. The sale price is for \$65,000 (sixty five thousand). It also has 207,000 (two hundred and seven thousand) miles on it. The next garbage truck is for \$128,000 (one hundred and twenty eight thousand). The last garbage truck is about \$5000 (five thousand) cheaper than the last and can be to us in three months versus five months. The price on this is \$123,702 (one hundred and twenty three thousand seven hundred and two dollars) councilmember Harvey asked what we budgeted in the garbage last year. Ms. Kerns was present and is unaware at this time. She states we made about \$36,000 (thirty six thousand dollars) and we have spent about \$28,000 (twenty eight thousand dollars). She spoke with Nutter Fort staff

who suggested we raise our garbage rates about 10%. Councilmember Harvey stated we would have to budget them \$20,000 (twenty thousand) out of the general fund for a down payment. Mayor Hardman asked about a trade-in because we don't need that truck sitting around. Mr. Spurlock will check into it. Councilmember Harvey stated she and Vicki can start the paperwork. We want our payment between \$1000 (one thousand) and \$1200(twelve hundred).

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to plan on putting \$20,000 (twenty thousand) down from the general fund and start the paper truck for the new garbage truck. We will be going with the twenty yard truck, for \$123,702 (one hundred and twenty three thousand seven hundred and two dollars). Roll call vote: Kristina Palmer: yes, Wendy Posey: yes, Randy Critchfield: yes, Chad Palmer: yes, Anna Harvey: yes, Shannon Fragmin: yes. **MOTION APPROVED UNANIMOUSLY.**

**FINANCIAL:** Written report given by Vickie Kerns, Clerk

Bills were submitted to Council.

A spreadsheet was provided to Council members showing account balances.

Budget: Leslie from Nutter Fort and Ms. Kerns are meeting on February 12, 2017. They will be attending the State Auditor's training on February 17, 2017. Shannon and Kristina will be attending the training on February 28, 2017. We need to schedule a meeting afterwards for the budget. Recorder Fragmin will add to the agenda for the next Council meeting.

Garbage: after reviewing with Leslie an increase of 10% (ten) on all garbage rate is strongly suggested with the purchase of a new truck.

**BUILDING INSPECTOR:**

Letter from the Town to Queens reviewed and suggestions made. Letter was drafted by the attorney.

Council discussed where a dumpster could go. Shawn Spurlock will discuss with the property owner to determine where the best place would be for it.

**EMS:**

Monitor batteries have gone bad in the life packs.. They need to purchase life pack batteries a cot battery and they are also in need of 10 needles and stabilizers because they are expiring. Batteries for the life packs or \$411 (four hundred and eleven) apiece

An Anmoore EMS 2017 projected budget was attached to Council report. This is after all the pay raises and everything.

Units: ambulance 16 had a break line repaired it was towed to West Virginia Fleet Service.

18 had have a drag link replaced.

Mileage on the following ambulances:

Ambulance 16: it's a 2003 – 138,296 miles

Ambulance 17: it's a 2014 – 34,237 miles

Ambulance 18: it's a 2014 – 42,687 miles

Ambulance 19: it's a 1999 – 152,920 miles

Call volume: 231 calls for January. 102 transports and 129 emergency calls.

EMS currently has three dialysis patients. One from Salem Genesis, one from CNRC and one at a private residence.

Bank account as of February 6, 2017 was \$94,495 (ninety four thousand four hundred and ninety five dollars).

They've had several applications turned in for EMT positions.

We were in the process of purchasing another ambulance that broke down while it was on its way to us. Mr. Barron stated he has another ambulance, a 2009 with 88,000 miles, that is the same type of truck. Councilmember Harvey suggested after talking to Mayor Hardman the Town look at purchasing a new truck and trading in one of our older ones. A new truck will take a lot of the wear and tear off the older ones. If we get into a bind we can always rent another truck.

Councilmember Harvey stated she would like to start paying extra on the \$110,000 (one hundred and ten thousand) loan that we owe for the other ambulances.

Mr. Barron is going to check and see how much we can get a demo for. We would trade in ambulance 19 which is the oldest.

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember Posey to purchase needles, two life pack batteries for \$411.00 (four hundred and eleven dollars) and cot batteries. This motion is also including any time their account is over \$50,000 (fifty thousand) we will put an extra \$5000 (five thousand) onto the \$110,000 (one hundred and ten thousand) loan they currently have **MOTION APPROVED UNANIMOUSLY.**

Councilmember Harvey stated she did get the confirmation letter for the EIN and number and it was taken to the bank.

## ***BOARDS AND COMMITTEE REPORTS***

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Water Board: Have not met since the last meeting.

Recreation Committee: The checking account has been changed over. Councilmember Harvey will be closing the account at Fairmont Federal this week. It will be closed out and the account moved up to West Union Bank. Bingo is scheduled for 2 April. The Easter egg hunt will also be planned in there.

## ***UNFINISHED BUSINESS***

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**SIGNS:** Council discussed purchasing of signs to display the Police and Maintenance Departments, Water Board, and Council Chambers.

**MOTION** made by Councilmember C. Palmer and **SECONDED** by Councilmember K. Palmer to purchase signs for the Town buildings. Councilmember Harvey can spend up to \$600.00 (six hundred dollars). **MOTION APPROVED UNANIMOUSLY.**

**APPOINT COMMISSIONERS:** Recorder Fragmin stated we were going to have to call the county commissioner office if we could get people to work the election. We need someone from both parties to be commissioners. Recorder Fragmin also stated that normally

during election time the keys to the ballot box are usually given to both the Recorder and to the Mayor to hold. Due to the fact that both the recorder and the Mayor are currently on the ballot, recorder Fragmin feels its good practice for neither of us to have the key. Either the keys can be given to the commissioners or to our clerks.

Recorder Fragmin will check with the commissioner's office to see if they can assign us commissioners and we will find the other workers

**STERLING RIDGE:** Shawn Spurlock had a meeting with Thrasher, the County Commission and several politicians. AB Contracting was looking to put apartments up there and then they built the apartments up past Country Club. AB Contracting is not sure that they want to put apartments up there now, but the comment was made the property can't be sold unless there's water up there. It was Mr. Spurlock's understanding that Goots was wanting the Town to put water up through there in case he decides to do something with it. Mr. Spurlock stated if we can't get any revenue off of it we don't have to. They are going to have a meeting with Bridgeport.

**GARBAGE TRUCK:** as discussed above

## ***NEW BUSINESS***

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**ATTORNEY LETTER FOR REIMBURSEMENT:** Trey, the Town Attorney, wants the Council to discuss and needs approval to pursue fees, fines and possible liens on properties so the Town of Anmoore can recover some costs. This is in regards to our current court case. Mayor Hardman stated he would rather wait and have the attorney, talk to Council before we made any further moves. Recorder Fragmin stated it's her understanding that the attorney just wants our permission to pursue getting the Town reimbursed. The state has also brought a case against them.

**MOTION** made by Councilmember Posey and **SECONDED** by Councilmember K. Palmer to give the Town Attorney permission to pursue fees, fines and possible liens on properties so the Town of Anmoore can recover some costs. Roll call vote: Kristina Palmer: yes, Wendy Posey: yes, Randy Critchfield: yes, Chad Palmer: yes, Anna Harvey: yes, Shannon Fragmin: yes. **MOTION APPROVED UNANIMOUSLY.**

**MAINTENANCE EMPLOYEE:** Council discussed hiring a part-time maintenance employee. It will be run in the paper and applications can be turned into Vicki Kerns. Council will then review them with Mr. Spurlock and go from there.

**MOTION** made by Councilmember K. Palmer and **SECONDED** by Councilmember Posey to hire a part-time employee for the Maintenance Department at 20 hours a week no benefits. **MOTION APPROVED UNANIMOUSLY.**

**GRANT WRITER:** Dr. Nicholson was present at tonight's Council meeting to discuss her company's assistance (Rescue Me, LLC) in getting the Fire Department and EMS set up and in a good place to write some grants there would be extensive groundwork that has to be put into place and it would take some time she needs to know financially where were at what we're looking to do. Due to the fact that the Town owns the Fire Department and EMS it could change some of the things they are eligible for. She has to have full reign and access to what we have. Minimum, her company will take a look at the last year to see where we're at and fix it. Things have to be entered into NEFERS.

We talked about breaking up the contract by quarter, we would have quarterly meetings. She has a nondisclosure agreement that she would like for us to sign. She doesn't discuss our finances and the Town can't go and say bad things about her. She would pull up the last 2 to 3 years of reports to look at our documentation and make sure everything's right.

Recorder Fragmin questioned Dr. Nicholson about her willingness to work with the Town as well. She stated the Town would be a separate contract because it's a completely different entity. She would have to sit down with us once again to see where were at where we want to be.

Prices \$5000 (five thousand) a year or \$1250 (twelve hundred and fifty) a quarter. In regards to the Town, she would have to meet with us separately to see if she can even help us. Again she needs to know where the town is at and what we are looking for. This is something she's interested in right away, she would like to work on the Fire Department/EMS first.

The difference between the two other than length of time is if we choose to take the quarterly route at the end of that quarter if she decides she can't do it any more than that will be the end of the contract versus the year's contract.

Recorder Fragmin stated that once Dr. Nicholson comes in and straighten this out, this is something we need to maintain. She questioned EMS on whether or not this is possible. Meredith McClain stated it was possible, she's been doing for the last several months.

Recorder Fragmin is interested in the one-year contract. Councilmember Harvey is interested in the quarterly contract. Council continued to discuss. Dr. Nicholson was informed that Council was the governing body and she would have to meet with council to discuss. Recorder Fragmin stated maybe once a month in the beginning.

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to hire Rescue Me, LLC for the year at \$5000 (five thousand dollars) with at the very minimum quarterly reports. Roll call vote: Kristina Palmer: yes, Wendy Posey: yes, Randy Critchfield: yes, Chad Palmer: yes, Anna Harvey: yes, Shannon Fragmin: yes. **MOTION APPROVED UNANIMOUSLY.**

Dr. Nicholson was informed that in four months Council is going to change, so who she discusses this within four months is going to change. Council is the governing body so she can discuss with Council.

**ORDINANCES:**

First reading of the following ordinances:

Traffic Codes

Enforcement, Impounding, and Penalty

Street Obstructions and Special Uses

Traffic Control Devices

Adoption of Chapter 17

Adoption of Chapters 60, 61,62,63,64

Vehicular Operation

Driving Under the Influence; Reckless Driving

Speed Restrictions Driving on Right; Passing

Turning and Starting; Signals

Right of Way

Special Stops Required

**MOTION** made by Councilmember Harvey and **SECONDED** by Councilmember K. Palmer to pass the Traffic Code Ordinances (all titles above) on the first reading. Roll call vote: Kristina Palmer: yes, Wendy Posey: yes, Randy Critchfield: yes, Chad Palmer: yes, Anna Harvey: yes, Shannon Fragmin: yes. **MOTION APPROVED UNANIMOUSLY.**

**BUDGET WORKSHOP:** as discussed above

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**BILLS**

**Bills were submitted**

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

**COUNCIL COMMUNICATIONS**

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None

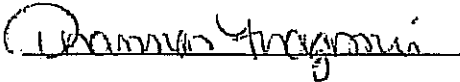
**ADJOURNMENT**

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



P. Eddie Hardman, Mayor



Shannon Fragmin, Recorder

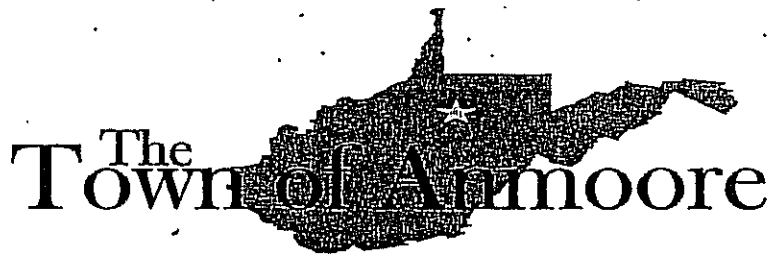
APPROVED ON: FEBRUARY 21, 2017

2-6-17

**MAYOR**  
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## SIGN IN SHEET

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John Reich	101 Parkway