

**MINUTES OF THE TOWN COUNCIL  
REGULAR MEETING  
July 14, 2015  
6:00 P.M.**

Mayor Randy Barrett called the regular monthly meeting of the Winfield City Council to order on July 14, 2015 at 6:00 p.m. at Winfield City Hall, 3426 Winfield Rd., Winfield, WV.

**ATTENDANCE**

Members Attending: Randy Barrett, Mayor; Kevin Karnes, Steve Hanna and Ryan Powers and Frank Bannister, members; Jackie Hunter, Recorder.

**Absent:** Joe Rumbaugh

**Staff Present.** Gloria Chapman, City Clerk/Treasurer; John Hodges, Public Works Director; Tim LaFon, City Counsel; and Police Chief, John Perrine.

**Public:** Joe Showalter of Winfield Ave. and Debbie Winter of Cash Lane were present to ask if there were any other options for the proposed sewer plant that would not include a raise in sewer rates for Winfield residents. The Mayor explained that all due diligence had been conducted and that there was no resource available that would cost any less than building a new sewer plant. He explained that the original plant had been built for about 300 residents and that there are now approximately 1100 homes. The Mayor further stated that no one on the council wanted to see a raise in sewer rates, but that the City is under pressure from the West Virginia Department of Environmental Protection to correct the situation or be subject to large fines.

Greg Winter thanked the City for keeping on top of the mowing status at the proposed marina location, but he thought that the State was not doing an adequate job of keeping the property in good shape.

**Approval of Minutes.** Ryan Powers moved to approve the minutes of the June 9, 2015 meeting. Motion carried.

**FINANCIAL:**

**Bills Paid.** Kevin Karnes moved to approve the bills paid for the month of June 2015 in the amount of \$116,879.95. Motion carried.

**General Fund Financial Statements.** Ryan Powers moved to approve the financial statement for the month of June 2015. Motion carried.

**Coal Severance Fund Financial Statement.** Hearing no objections or questions the Coal Severance financial statement for the month of June 2015 was approved.

**Coal Severance Budget Rev. #1 2015-2016.** Gloria Chapman explained to Council that according to State mandates, the June 30<sup>th</sup> budget has to reflect the cash on hand even though the budget will be revised to show revenues coming in at a later date to cover that quarter. Therefore, the revision below reduces the Coal Severance budget by \$ 13,142. Ryan Powers moved to approve the Coal Severance Budget Rev. #1 2015-2016 as shown below. Motion carried.

Acct. #	Account	Prev. Approved Amount	Increase	Decrease	Revised Amount
298	Assigned Fund Bal.	25,250		13,142	12,108
440	City Hall	12,621		21	12,600
706	Fire Dept.	10,000		6,121	3,879
908	Playgrounds	10,000		7,000	3,000
TOTAL				(13, 142)	

**General Fund Budget Rev. #1 2015-2016**

Gloria Chapman presented the General Fund Budget revision to reflect cash on hand as of June 30<sup>th</sup>, 2015 per State mandate. The General Fund Budget was reduced by \$ 52,000. Ryan Powers moved to accept the General Fund Budget Rev. 2015-2016-1 as presented below. Motion carried.

Revenues -52,000

Acct. #	Account	Prev. Approved Amount	Increase	Decrease	Revised Amount
298	Assigned Fund Balance	180,479		25,000	155,479
<b>299</b>	Unassigned Fund Balance	153,594		27,000	126,594
			<b>TOTAL</b>	<b>(52,000)</b>	
Acct. #	Account	Prev. Approved Amount	Increase	Decrease	Revised Amount
<b>750</b>	<b>Streets &amp; Hwys.</b>	<b>15,000</b>		<b>15,000</b>	
<b>903</b>	<b>Fair/Assoc./Festivities</b>	<b>6,500</b>		<b>2,000</b>	<b>4,500</b>
<b>905</b>	<b>Comm. Center</b>	<b>13,500</b>		<b>10,000</b>	<b>3,500</b>
<b>417</b>	<b>City Attorney</b>	<b>45,000</b>		<b>20,000</b>	<b>25,000</b>
<b>420</b>	<b>Engineering</b>	<b>15,000</b>		<b>5,000</b>	<b>10,000</b>
			<b>TOTAL</b>	<b>(52,000)</b>	

## REPORTS, QUESTIONS & DISCUSSIONS

### **Police and Municipal Staff Report.**

Police Chief John Perrine updated Council on the monthly activities of the Winfield Police Department. He reported that Officer Mike Kordusky submitted his resignation on July 3, 2015 to oversee the K-9 program for the Cedar Grove Police Dept. The Chief introduced Stephen James Thompson who will fill the vacancy left by Officer Kordusky. Officer Thompson has served one year with the Putnam County Sheriff's Office. He is a graduate of the 159<sup>th</sup> Basic Police Class of the West Virginia Police Academy. Officer Thompson is from Nitro, WV and he will start working with Field Training Officer, Sgt. Kevin Young and should be ready to be deployed as a probationary officer on Monday, July 20, 2015.

Chief Perrine noted that Sgt. Kevin Young was recognized among his colleagues with a "Community Service Award" for representing the Prevention Resource Officer's program in a positive manner.

The Chief stated that "File for Life" materials, earlier approved by the Council, had arrived and that Crossing Guard, Marsha Postle, has been folding and stuffing 1,200 packets. She has been meeting with the Winfield Fire Dept. and Putnam County Emergency Medical Service to explain the program. "File for Life" education will be provided for the community and should be operational by mid August, 2015.

Mayor Barrett reported that a doctor with CAMC is moving into the old Video Madness store and that a doctor with Thomas Memorial is establishing an office across from the middle school.

The Mayor informed Council that the Building Commission approved a 16 ft. Amish Gazebo that has been placed on the site of the old Town Hall. Future plans for enhancing the area will be forthcoming.

The Mayor also stated that he has to check with the Sheriff's Department, but he hopes to have a DUI checkpoint sometime in September.

The Mayor further stated that the generators recently supplied to the city were too large to accommodate the Community Center as an emergency shelter. He said the Winfield Nazarene Church has been volunteered as a shelter and the generators should fit under those circumstances. Mayor Barrett noted that the generators were of appropriate size to cover City Hall needs.

The Mayor reported that advertisement for the sale of city property along Rt. 817 next to Advanced Auto has not happened as anticipated and he asked Council if they wanted to place for sale signs on the property.

Mayor Barrett stated that the Anderson property along Rt. 817 that had been earlier condemned has had no activity. He noted that an interested party wants to purchase the land, but underground tanks have to be removed and the family will have to be contacted to see if any progress has been made. The Mayor mentioned that the trailer that was condemned on Garfield Street is in the process of being demolished.

#### **Wastewater System/Treatment Plant Report:**

John Hodges reported that the sewer plant ammonia levels were 17.9 MG/L in July and 12.7 MG/L in June. This time last year he stated that ammonia levels were 0.7 MG/L. The reason for the fluctuation is unknown. The Mayor said the city has been trying to get the DEP to allow the ammonia levels to go to 30 MG/L and that has been approved for two years because we have proven that we are trying to rectify the situation. However, the revised Consent Order from WV DEP has assessed a fine of \$ 19,380 with monthly payments beginning in September of this year.

#### **UNFINISHED BUSINESS**

**Annexation Discussion:** Tim Lafon stated that a public hearing will be held at the Putnam County Court House on July 30, 2015 at 6:00 pm.

**Golf Cart Ordinance:** Frank Bannister moved to accept the Golf Cart Ordinance as drawn up by Tim LaFon. Motion carried.

**Purchase of Two Lots for Widening of Second Street for City Park.**

Tim Lafon said all that was left to be accomplished was to meet with the Engineer to determine the points.

**Discuss Adding Speed Bumps on City Streets/Cameras.**

Police Chief Perrine presented information on mobile equipment that would notify drivers of the speed they were traveling on city streets. The information was favorably received by Council and the Mayor stated that he would check with the City Planner to see if any grants could be obtained to purchase the equipment.

**Employee Handbook Update/Changes:** Ryan Powers moved that the handbook should be revised to allow employees who work 4 ten-hour days, Monday – Thursdays, and a holiday falls on Friday, they should be given a day off during that week or the week after to make up for the missed Holiday. Motion carried.

Frank Bannister moved to add the “At Will” Policy to the Employee Handbook. Motion carried.

**NEW BUSINESS:**

**Condemnation Process – 3360 Winfield Road.**

Frank Bannister moved to begin Condemnation Process against the building at 3360 Winfield Road. Motion carried.

**Establish a Policy Regarding Conflict of Interest for Board Members.**

Ryan Powers moved to have Tim Lafon draft an ordinance that would allow a board member to file a protest against another board member when he or she feels there is a conflict of interest. Motion carried.

**Winfield Little League Baseball Donation Request:** Tabled until next month since no budget was provided by the Little League.

**GOOD OF THE ORDER.** Nothing.

**ADJOURNMENT.**

With no further business, Frank Bannister moved that the meeting be adjourned at 7:40 p.m. until the next scheduled meeting.

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**Randy L Barrett, Mayor**

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**Jackie Hunter, Recorder**