

**MINUTES OF THE CITY COUNCIL  
REGULAR MEETING  
November 9, 2021  
6:00 p.m.**

Mayor Randy Barrett called the meeting of the Winfield City Council to order on November 9, 2021 at 6:00 p.m. at Winfield City Hall, 3426 Winfield Road, Winfield, WV.

**Attendance:**

**Members Attending.** Randy Barrett, Mayor; Steve Hanna, Kevin Karnes, Joe Rumbaugh, Dana Campbell and Ryan Powers, members; Jackie Hunter, Recorder.

**Staff Present.** Tina Woollard, City Clerk/Treasurer; Ritchie Ferguson, City Maintenance and Tim LaFon, City Counsel.

**Public/Guests.** David Turley, Winfield Deputy Fire Chief, spoke concerning financial needs of the Winfield Volunteer Fire Department.

**Approval of Minutes.** Hearing no objections or questions, Ryan Powers moved to approve the minutes of the October 12, 2021 meeting. Motion carried.

**FINANCIAL:**

**Bills Paid.** Hearing no objections or questions, Ryan Powers moved that the bills paid for the month of October 2021 in the amount of \$96,388.48 be approved. Motion carried.

**General Fund Financial Statement.** Hearing no objections or questions, Ryan Powers moved that the financial statement for the month of October 2021 be approved. Motion carried.

**Coal Severance Fund Financial Statement.** Hearing no objections or questions, Ryan Powers moved that the Coal Severance Statement for October 2021 be approved. Motion carried.

**A.R.P.A.** Hearing no objections or questions, Ryan Powers moved to approve the October 2021 A.R.P.A. Statement, with no activity, as presented. Motion carried.

## **REPORTS, QUESTIONS & DISCUSSIONS:**

**Police and Municipal Staff Report. Chief Arthur reported:** There were 8 arrests since the last report and only 2 calls from Brittany Point due to 4 units being evicted.

Training has to be completed by the end of the year. A plan of 60 hours of training has been approved, with the Chief conducting the training. This will eliminate any expense to the City.

**The Mayor reported:** Some of the problems with the new SBR plant that were discussed last month are still problems. Lakeside came in and evaluated the screen and said that when working to capacity it should be at 60 lbs. but presently it's getting 40 lbs. After making some piping changes it is now up to 50 lbs., but when a part kicks in it goes back down to 40 lbs. As of last Tuesday the blower to SBR#1 shut down with no automation. Since then the maintenance crew has worked from 6 am to 10 pm or 11 pm, including Saturday and Sunday. Their hours are being tracked and no help has come from the contractor. Money still owed to Aqua Aerobics will be shortened to pay for the overtime incurred. .

An extra \$19,000 in water bills has incurred due to all the problems and the punch list is growing every day.

The bench dedicated to Clarence Wingo and trash cans for the boat dock are in but there has been no time to put them in position.

Using ARPA funds, the panel has been replaced and lift station is up and running on Winfield Avenue and the one on Rocky Step is in place and waiting on AEP. Falcon Lane was started today with exposed sewer lines being corrected. Concrete and riprap should be completed by Thursday. Street work in Berry Hills and Winfield Way is complete.

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

Richie Ferguson reported on the work of the maintenance crew and reiterated some of what the Mayor had reported. He said 9 tons of sludge was pressed last month.

## **UNFINISHED BUSINESS:**

### **Infrastructure Projects Utilizing the American Rescue Plan Relief Funds**

Discussed under the Mayor's Report.

**Opioid Lawsuit Decision.** No action Taken.

**Third Reading & Adoption Ord. 2021-2022-3 Revise Article 1713.17 Assessment of Fees.** Ryan Powers moved to accept the third reading & adoption of Ord. 2021-2022-3 revise Article 1713.17. Motion carried.

**Third Reading & Adoption Ord. 2021-2022-4 Amend Article 1717.11 Building Permit Fee Schedule.** Dana Campbell moved to accept the third reading & adoption of Ord. 2021-2022-4 amend Article 1717.11. Motion carried.

**Third Reading & Adoption Ord. 2021-2022-5 Amend Article 0741-12 Business of Contracting.** Ryan Powers moved to accept the third reading & adoption of Ord. 2021-2022-5 amend Article 0741-12. Motion carried.

**Second Reading Ord. 2021-2022-6 Amend Article 0721.02 Purposes for Which License Required.** No action taken.

**NEW BUSINESS:**

**SBR Plant Change Order #4 for Contract #1.** No action taken.

**Donation for Winfield High's Secret Santa Program.** Kevin Karnes moved to donate \$1,000 to Winfield High's Secret Santa Program for 2021. Motion carried.

**Mayoral Proclamation – Christian Heritage Week.** Ryan Powers moved to approve the Mayoral Proclamation in harmony with Governor Jim Justice's Proclamation that November 21-27 will be Christian Heritage Week in West Virginia. Motion carried.

**Policy for Military Leave.** Ryan Powers moved to approve the policy for military leave as presented. Motion carried.

**Handbook Page 18 Military Service/Training Leave.** Dana Campbell moved to approve the military service/training policy as presented on page 18 of the Handbook. Motion carried.

**Participate in State Auditor's Local Government Purchasing Card Program.** Ryan Powers moved to participate in the purchasing card program. Motion carried.

**Adopt Purchasing Card Policies and Procedures.** Ryan Powers moved to adopt the purchasing card policies and procedures but add that any City of Winfield employee must have his or her card reconciled before final termination. Motion carried.

## **New Business (cont'd)**

**Designate Purchasing Card Program Coordinator.** Kevin Karnes moved that the City Clerk/Court Clerk be designated as the Purchasing Card Coordinator. Motion carried.

**Policy for Travel.** Ryan Powers moved that the policy for travel should be \$35 per diem for overnight and \$45 per diem for one day. Motion carried.

**Additional Funds Needed for New Cruiser not to Exceed/resolution.** Due to Chief Arthur's cruiser breaking down on several occasions, Ryan Powers moved to approve a new truck with allocated additions and to approve the resolution of the lease. Motion carried.

**Municipal Business Application Changes.** Kevin Karnes moved to approve the changes. Motion carried.

**Winfield Fire Department Request.** Table to check budget.

**Pay Increase for Clerk/Court Clerk.** Dana Campbell moved to increase the clerk/court clerk's wages to \$38.00/hr. Motion carried.

## **GOOD OF THE ORDER**

### **ADJOURNMENT**

With no further business, Dana Campbell moved that the meeting be adjourned at 8:10 p.m. until the next scheduled meeting. Motion carried.

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Randy L. Barrett, Mayor

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Jackie Hunter, Recorder