

**MINUTES OF THE TOWN COUNCIL**  
**REGULAR MEETING**  
**February 9, 2016**  
**6:00 p.m.**

Mayor Randy Barrett called the regular monthly meeting of the Winfield City Council to order on February 9, 2016 at 6:00 p.m. at Winfield City Hall, 3426 Winfield Rd., Winfield, WV.

**ATTENDANCE**

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

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

**Public:** Greg Winter of #3 Bridge Street and Sam Barnette of the Winfield Municipal Building Commission. Sam Barnette complimented City workers on snow removal during the recent winter storm and stated that the police department should also be commended. Dana Campbell of the Planning Commission was also present.

Megan Loyd of the Winfield High School Boosters was present to request assistance with replacing the field concession stand. Mayor Barrett stated that the budget line item for donations had already been distributed for this fiscal year, but that he could possibly arrange to have city use their equipment to assist with tearing down the present bleachers.

**Approval of Minutes.** Hearing no questions or objections, the minutes of the January 12, 2016 meeting were approved.

**FINANCIAL:**

**Bills Paid.** Hearing no objections, Ryan Powers moved that the bills paid for the month of January 2016 in the amount of \$33,243.48 be approved. Motion carried.

**General Fund Financial Statements.** Hearing no objections, Ryan Powers moved that the financial statement for the month of January 2016 be approved. Motion carried.

**Coal Severance Fund Financial Statement.** Hearing no objections, Steve Hanna moved that the Coal Severance financial statement for the month of January 2016 be approved. Motion carried.

**FINANCIAL (CONT'D.)**

**General Fund Budget Rev. #3**

Ryan Powers moved to accept the General Fund 2015-2016-3 as presented below.

**Revenues:**

| Acct. # | Account                       | Prev. Approved Amount | Increase | Decrease | Revised amount |
|---------|-------------------------------|-----------------------|----------|----------|----------------|
| 297     | Committed Fund Balance        | 155,479               |          | 106,144  | 49,335         |
| 303     | Gas and Oil Severance Tax     | 2,100                 | 5,000    |          | 7,100          |
| 304     | Excise Tax on Utilities       | 90,500                | 5,000    |          | 95,500         |
| 305     | Business & Occupation Tax     | 325,000               | 10,000   |          | 335,000        |
| 326     | Building Permit Fees          | 9,500                 | 2,000    |          | 11,500         |
| 330     | IRP Fees Interstate Reg. Plan | 8,000                 | 4,000    |          | 12,000         |

**Net Increase/ (Decrease) -68,291**

**Expenditures:**

| Acct. # | Acct. Description         | Previously Approved Amt. | (Increase) | (Decrease) | Revised Amt. |
|---------|---------------------------|--------------------------|------------|------------|--------------|
| 417     | City Atty                 | 31,000                   | 61,004     |            | 92,004       |
| 420     | Engineering               | 15,000                   |            | 8,000      | 7,000        |
| 424     | Contrib. Comm/Authorities | 203,808                  |            | 20,000     | 183,808      |
| 435     | Regional Dev. Auth.       | 660                      | 5          |            | 665          |
| 437     | Planning & Zoning         | 21,740                   |            | 15,000     | 6,740        |
| 440     | City Hall                 | 271,950                  |            | 15,000     | 256,950      |
| 706     | Fire Dept.                | 7,500                    |            | 6,300      | 1,200        |
| 750     | Street/Hwy                | 10,500                   |            | 2,500      | 8,000        |
| 751     | Street Lights             | 17,500                   |            | 2,500      | 15,000       |
| 900     | Parks/Rec                 | 60,000                   |            | 60,000     |              |

**Net Increase/ (Decrease) – 68,291** Motion carried.

**REPORTS, QUESTIONS & DISCUSSIONS**

**Police and Municipal Staff Report**

Police Chief, Bobby Eggleton presented information to Council as to the advantages of leasing as opposed to buying new police vehicles. He stated that two vehicles were going to need to be replaced. The Mayor said this would be taken into consideration at the budget planning session in March.

### **Reports, Questions & Discussions (Cont'd).**

Mayor Barrett reported that a health fair would be held at the Municipal Building on March 5<sup>th</sup>. He suggested that Council members attend whenever possible during the day.

The Mayor stated that \$5,000 had been spent on clean up after the recent snow storm. He reported that the City had applied for reimbursement from FEMA since the storm was considered a blizzard.

Mayor Barrett said that we should learn by April if the West Virginia Dept. of Environmental Protection will permit the city to test the water to prove that the City of Winfield is not polluting the Kanawha River, in order to verify that we should not have to take part in the MS-4 Storm Water mandate.

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

John Hodges reported that the sewer plant ammonia levels were 25.4 MG/L in January and 27.2 MG/L this time last year.

### **UNFINISHED BUSINESS**

**Annexation Discussion:** Tim Lafon stated that he has filed a stay until the Supreme Court has made a decision on a similar issue.

### **Purchase of Two lots for Widening of Second Street for City Park.**

Tim Lafon presented copies of the Petition for Condemnation against Leona Goff and Staci Clutters, but he said no action has been taken.

### **Employee Handbook Update/changes.**

Ryan Powers moved to accept the employee handbook section on employee conduct as presented, with the exception of the correction of "pay period" instead of "payday" in section 3 on page 15. Motion carried.

Frank Bannister moved to accept the included section on employee conduct as presented by Police Chief, Bob Eggleton, with the substitution of the word "discuss" for the word "gossip".

## **UNFINISHED BUSINESS (Cont'd.)**

**Amend Article 737 Public Utility Tax.** Tim LaFon said that since he had not heard from the WV Attorney General as to how the Public Utility Tax applies to non-residents who use the sewer plant located within the city, it was his opinion that all customers serviced by the Winfield wastewater treatment plant should share in the Public Utility Tax, whether they are in the city limits or not, because the tax is levied upon customers that are serviced by the utility. Kevin Kearns moved that the City of Winfield should invoke a Public Utility Tax on all customers serviced by the Winfield Sanitary Board; and those outside of the city limits who have not been charged Utility Tax, should be billed retroactive to the beginning of the fiscal year. Frank Bannister voted nay, wanting to wait on the Attorney General's decision. Motion carried.

### **Discuss Selling Property in Front of Wastewater Plant**

The Mayor stated that this item would be removed from the agenda until there was something more definite to discuss.

## **NEW BUSINESS:**

### **Advertise for Mowing Bids.**

Ryan Powers moved to begin the process of advertising for mowing bids for the coming season. Motion carried.

### **Set Date for Budget Work Session.**

It was decided the budget work session would be held on March 8<sup>th</sup> at 5:00 pm.

### **Ordinance 2015-2016-8 Street Obstructions.**

Ryan Powers moved to approve first reading on the draft to amend the ordinance on Street Obstructions. Motion carried.

### **Resolution – Winfield Streetscape Phase I and II Grant**

Whereas, the Council of the City of Winfield met on February 9, 2016 with a quorum present and passed the following resolution:

Now, therefore, be it resolved by the Common council of the City of Winfield, West Virginia, we do hereby approve and endorse the application for a grant under the WV Division of Highways, Transportation Alternatives Grant program,

**Resolution – Winfield Streetscape Phase I & II Grant (Cont’d).**

for a project known as the “Winfield Downtown Streetscape” grants, Phase I and Phase II, for the construction of sidewalks in the City of Winfield.

**Set Rate for FOIA Requests.**

Steve Hanna made motion that requests for copies of material under the Freedom of Information Act, should be charged 15 cents per copy; and a \$25.00 per hour rate for the employee who compiles and copies the information, if more than 10 minutes are required to complete the request. Motion carried.

**GOOD OF THE ORDER:** None

**ADJOURNMENT:**

With no further business, Frank Bannister moved the meeting be adjourned at 7:30 p.m. until the next scheduled meeting.

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Randy L Barrett, Mayor

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Jackie Hunter, Recorder