

**MINUTES OF THE CITY COUNCIL  
SPECIAL MEETING  
April 18, 2023  
6:00 p.m.**

Mayor Randy Barrett called the meeting of the Winfield City Council to order on April 18, 2023 at 6:00 p.m. at Winfield City Hall, 12448 Winfield Road, Winfield, WV.

**Attendance:**

**Members Attending:** Randy Barrett, Mayor; Joe Rumbaugh, Scott Morris, Dana Campbell, and Ryan Powers members; David Mattocks, Recorder.

**Staff Present:** Nikki Phillips, City Clerk/Treasurer, Mike DeGiudice and Tim LaFon (Phone) City Counsel, Billy Harper, Maintenance. Chief of Police, Jeff Losh. Kevin Woodford, Officer.

**Absent:** Kevin Karnes

**Public/Guests:** Greg Winters

**Approval of Minutes**

March 14, 2023 – Special Meeting – Ryan Powers motion to accept.

March 7, 2023 – Budget Meeting – Ryan Powers motion to accept.

April 6, 2023 – Emergency Meeting – Dana Campbell motion to accept.

**FINANCIAL:**

**Bills Paid.** Hearing no objections or questions, Ryan Powers moved that the bills paid for the month of March 2023 in the amount of \$154,114.78 be approved. Motion carried.

**General Fund Financial Statement.** Hearing no objections or questions, Ryan Powers moved that the financial statement for the month of March 2023 be approved. Motion carried.

**Coal Severance Fund Financial Statement.** Hearing no objections or questions, Ryan Powers moved that the Coal Severance Statement for March 2023 be approved. Motion carried.

**A.R.P.A.** Hearing no objections or questions, Ryan Powers moved to approve the A.R.P.A. statement as presented. Motion carried.

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

**Police and Municipal Staff Report.** Jeff Losh reported on receipt of new vehicle and status and updated the condition of the vehicles. One vehicle is currently on loan from the City of Hurricane with the option to buy. Randy Barrett, Mayor conducts swearing in of Officer Kevin Woodford.

**Wastewater System/Treatment Plant Report.** Billy Harper gave an update on the electrical issue at the plant. Clarence Litton had an electrical engineer in from DOW to provide an opinion. WVCorp is sending an expert to give his opinion, and AEP has been asked to do testing to see if there is any “dirty power” coming into the plant.

Building is under roof, sides and doors are on. Waiting on concrete and gravel. We will need to issue a change order for gutters and additional gravel.

Ritchie is attending a class to get certified as a class II operator. Max Lewis started as a new city worker on March 14, 2023.

## **UNFINISHED BUSINESS:**

**Infrastructure Projects Utilizing the American Rescue Plan Relief Funds/General Funds.** Ryan Powers motion to pay both Benchmark invoices in the amounts of \$2,975.00 and \$5,625.00 from ARPA funds. Motion carried.

**Proceed with Home Rule** – Discussion by Tim LaFon, will provide an update in May, then we will need to publish for 30 days, hold a public meeting, have two readings at council before it is sent to the municipal board at the state. It will be the first of the year before the process is complete

**Annex Road.** Table for next month. HOA would like to meet with a city representative to discuss the cost to homeowners before annexation into the city.

## **NEW BUSINESS:**

**Lay of Levy 2023-2024** – Dana Campbell made motion to approve the Levy Order as presented. Motion Carried.

**Employee Handbook Review** – Following change were discussed:

Pg 4 – Remove 1<sup>st</sup> duplicate

Pg 6 –probationary periods are correct

Pg 7 – Remove classification – insurance starts 1<sup>st</sup> of month following start.

Pg 8 – Change end of sentence – “Leave is available to be used as accrued”. Make sure to note under vacation that everyone starts accruals after 90 days of employment.

Pg 9 – Remove highlighted section about employee paid absence and holiday pay

Pg 13 – Include vacation counts towards hours worked for purposes of overtime calculations for plant employees.

Pg 18 – Delete the phrase “this policy does not provide for the payment of unused sick time except” Table payout discussions until next meeting.

Pg 22 – Duplicate removed

Ryan Powers made the motion to accept the changes as stated. Motion carried.

**Maximum Carryover Leave** – Table until update. Nikki to check with PEIA to see if unused leave can be transferred to cover benefit premiums.

**Holiday June 19<sup>th</sup>** – No action taken

**Dental Insurance** – Scott Morris motion to move to Guardian. Motion carried.

**Community Center Cleaning Cost** – Ryan Powers motion to approve cleaning cost increase from \$100 to \$140 every other week (weekly from Thanksgiving to Christmas) as presented. Motion carried.

**Property Auction** – Dana Campbell made motion to approve the purchase property on Connie Lane for the cost of taxes. Motion carried.

**Ordinance 2022-2023-4 2023 Replacement pages** – Dana Campbell made motion to approve replacement pages to ordnances. Motion Carried.

**GOOD OF THE Order:**

Possible rate increase for sewer. Council would like for our accountant to come to the next meeting for discussion.

**ADJOURNMENT**

With no further business, Mayor Randy Barrett moved that the meeting be adjourned at 7:38 p.m. until the next scheduled meeting. Motion carried.

---

Randy L. Barrett, Mayor

---

Dave Mattocks, Recorder