



MINUTES City of Pleasant Valley

**Tuesday, February 16, 2021
COUNCIL MEETING**

Agenda

- Opening Remarks
- Pledge of Allegiance
- Call to Order/Roll Call
- Review/Approval of Previous Meeting Minutes
- Review/Approval of Current Financial Report
- Sharing of VVFD Report

Hotel/Motel Contributions – Funding Requests

- Funding Request Guideline Review

City Business Review

- Sidewalk Resolutions (projects 4.0 & 5.0)
- Drainage flooding and road work update
- Ordinance Review – #7 and #8
- Office assistant position
- Upcoming budget meetings – February 23 and March 2; additional TBD as needed
- Events – Valentines cards; Easter egg hunt (scheduled for March 27)

Closing Items

- Council updates
- Citizen comments, questions, concerns
- Other business
- Adjournment (motion)

FEBRUARY 16, 2021 - COUNCIL MEETING MINUTES

OPENING REMARKS: Mayor Emily Haddix, welcomed Council and community to the City of Pleasant Valley Council Meeting.

PLEDGE OF ALLEGIANCE: Led by Council.

CALL TO ORDER/ROLL CALL: At 7:05 p.m., Mayor Haddix announced the feed to Facebook is running live at <https://www.facebook.com/cityofpv> and called the meeting to order. Council present - Ed Aberegg; Emily Haddix; Erin Henderson; Chuck Ledsome; Chip Phillips; Gary Timms; and Mike Walls. City Attorney, John Funkhouser called-in and City Clerk, Sherry Roof was present. Absent: VVFD Rep; Code Enforcement Officer, John Miller. Community Attendance: None.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: Mayor Haddix presented a draft of the minutes from our January 26, 2021, Council Meeting and asked for a review by all and comments, if any. In that review, Council Chip

Phillips requested a clarification be made and for additional information to be added to the recorded minutes of the January 26, 2021, Council Meeting. He requested our minutes reflect that in this meeting, as part of a discussion on funding requests, he presented and read a section directly from the May 19, 2020, approved and recorded Council Meeting minutes, reciting the paragraph verbatim under Hotel/Motel/Contributions Requests "Funding Guidelines Motion." Council Phillips requests that a copy of that previous record be included in these minutes to aid current discussions on the topic of funding requests, clarification, rules, and guidelines. Council Phillips suggested that by reviewing these notes and the decision made by the current Council at that time on how to proceed should be the starting point for making updates and recording or voting on any further clarification as may be needed.

HOTEL/MOTEL/CONTRIBUTIONS REQUESTS

(Copy taken directly from Council Mtg minutes dated, 05/19/20)

Funding Guidelines Motion - Councilman Chip Phillips

*Councilman Phillips addressed the city's funding guidelines. He explained some hotels are closed during this pandemic, and others are a low capacity, making incoming occupancy tax proceeds very low. He suggested any funding requests received from entities outside our city be referred to the Visitor's Bureau as we give 50% of all occupancy tax to them. Any funding requested within the city will be considered by this council. Councilman Walls made a motion to refer funding requests from outside the city to the CVB, and to entertain requests within our city, seconded by Councilman Chuck Ledsoe. **Motion PASSED 6 YES, 1 NO** (Chad Nuzum).*

Mayor Haddix requested motion to approve the current minutes to include a copy of the May 19, 2020 "Funding Guidelines Motion" paragraph and make a correction clarifying that Council Phillips had previously read directly from this paragraph as part of the January 26, 2021 meeting during the discussion over policy and procedure in reviewing and considering funding requests to the City. For this record, the above excerpt was repeated as part of a funding policy discussion at this meeting and shall be added as a reference to these minutes and starting point for further discussion and clarification to the policy.

- ***Erin Henderson made a motion to approve the January 2021 Council meeting minutes with this additional information; Chip Phillips seconded; all approved.***

REVIEW AND APPROVAL OF CURRENT FINANCIAL REPORT: The January 31, 2021, City of Pleasant Valley Financial Report and Statement of Cash Receipts and Disbursements as prepared and presented by Certified Public Accountant H. Allen Farcin was shared by Mayor Haddix to be reviewed by all. Mayor Haddix noted a question under the Youth Programs (#907) where the current budget funds were shown as being zero and said that she would look for clarification as to this line item, noting that the original budget record appears to reflect an approved amount of \$3,000. She said that she would research where that funding was moved and report to Council at the next meeting. She then requested a motion to approve the overall January 2021 report as presented.

- ***Mike Wall made motion to approve as prepared; Gary Timms seconded; all approved.***

REVIEW OF VVFD (VALLEY VOLUNTEER FIRE DEPARTMENT) REPORT: Absent/No Report.

HOTEL/MOTEL CONTRIBUTIONS – FUNDING REQUESTS:

- Funding Request Guideline Review

Councilman Chuck Ledsoe made a motion, requesting to add a new agenda item to our Funding Request discussion. He requested consideration for a funding request that would have the City of Pleasant Valley included in a shared effort for the maintenance and replacement of the large American flag viewed as a city landmark at the top of the hill from all around the new connector road and near the building that houses Marion County Visitor's Bureau, which in part touches City of Pleasant Valley boundaries. Councilman Ledsoe

proceeded to read details of a funding request taken directly from a letter received from the Marion County Parks and Recreation Commission (MCPARC). The MCPARC request asked that City of Pleasant Valley provide for one-quarter of the annual upkeep and replacement costs to the flag at a current cost of approximately \$1,900. Council held a brief discussion as to the benefits of this request to citizens of Pleasant Valley. Mayor Haddix asked for a motion to add this request as an agenda item, and to support participating in the care and maintenance as a city, for the large American flag that is visible from many different points upon entering and leaving the City of Pleasant Valley. She requested a motion to approve the \$1,900 funding request as detailed in the request by MCPARC and documented in supporting materials received.

- ***Chuck Ledsoe made motion to add the request to the agenda and approve the funding at the current \$1,900 as requested; Ed Aberegg seconded; all approved.***

Council Chip Phillips made a motion, requesting to add a new agenda item to our Funding Request discussion. He requested consideration for a funding request that would have the City of Pleasant Valley help support the Boy's State program at a current cost of \$1,000, which could help fund participating and be awarded to up to four student representatives from the City of Pleasant Valley. Council held a brief discussion as to the benefits of the request to citizens of Pleasant Valley. Mayor Haddix asked for a motion to add this request to the agenda, and for the City to support helping to fund up to four students to be able to participate in the 2021 Boy's State program, noting that as of this time, due to the ongoing pandemic, the equivalent Girls State activities are being delayed. She requested a motion to approve \$1,000 funding to be documented in supporting materials received on behalf of the Boy's State program.

- ***Erin Henderson made motion to add the request to the agenda and approve funding of \$1,000; Ed Aberegg and Mike Walls seconded; all approved.***

CITY BUSINESS REVIEW:

- Sidewalk Resolutions - Mayor Haddix began with an update to the Phases 8 & 9 sidewalk projects. She reiterated information about our approved shared funding and the grants awarded by the State of West Virginia totaling \$289,600 (Phase VIII[8]) and \$248,000 (Phase VIII[9]) and presented Council with an updated Resolution draft asking for a roll call to approve an increase reflected to the total sidewalk improvement/expansion project costs of \$350,608.75 (for Phase VIII[8]) and \$297,046.00 (for Phase VIII[9]) and to approve some minor adjustments to City of Pleasant Valley's 20% cost match. The updated Resolution asks for approval to spend the amounts required for the current adjusted city's matching costs of \$61,008.75 (for Phase VIII[8]) and \$49,046.00 (for Phase VIII[9]).
 - ***Chip Phillips made motion to recognize total project increased costs and to approve the updated Resolution, allowing for the increased city spending required to meet the current cost match amounts as presented; Mike Walls seconded; all approved.***
 - ***City Clerk, Sherry Roof ensued a Council Roll Call, reciting the following statement: "The adoption of the foregoing resolution having been moved by Chip Phillips and duly seconded by Mike Wall the vote thereon was as follows: Mayor Emily Haddix (Yes); Council Mike Walls (Yes); Council Chip Phillips (Yes); Council Gary Timms (Yes); Council Erin Henderson (Yes); Council Ed Aberegg (Yes); Council Charles Ledsoe (Yes).***
- Drainage flooding and road work update

Council Ed Aberegg reiterated active work and new progress to several areas involving the ongoing gravel roads repair and maintenance initiative.

Mayor Haddix and Council gave a repeated praise to Connor's Trucking for doing good work helping to keep our citizens safe in their travel by working to treat our roads throughout our repeated winter weather storms this season.

Several Council reported isolated incidents where private citizens have taken it upon themselves to apply additional topical treatments and that the city is working directly with these situations.

- Ordinance Review of #7 and #8 - Mayor Haddix reported that during the Work Session, Council agreed to keep Ordinance #7 – Protecting Public Signs and Signals “as is” and that further discussion will be needed for a review Ordinance #8 – Establishing A City Planning Commission.
- Office assistant position - Mayor Haddix presented Council with a detailed outline and requested a motion to begin the recruitment for and replacement of the currently vacant office assistant position, advertising it in an open recruitment to the public as “Administrative Assistant/Assistant City Clerk.”
 - **Chip Phillips made motion to approve; Mike Walls seconded; all approved.**
- Upcoming budget meetings - Mayor Haddix announced “tentative” dates for upcoming budget planning work sessions of February 23 and March 2, starting at 6:00 p.m. with details and additional potential dates still to be determined if necessary and as needed.
- Event - Mayor Haddix announced a special Valentines cards drop-off event. She also presented the idea of a city sponsored Easter egg hunt event (tentatively scheduled for March 27) to be held in a socially distanced manner right here on the grounds of the City Hall and Municipal Park. The Mayor provided details of how the event would be organized and requested a motion from Council to fund up \$500 for expenses, which WILL include the Easter Bunny and may include grand prizes of bicycles and lesser prizes for the varying age groups for those lucky winners of finding the gold egg(s). The Mayor indicated that she has already received interest in volunteer help and welcomes more and she reported that several food vendors from the area have already expressed an interest in the event. So, it should be a safe and fun event.
 - **Ed Aberegg made motion for the city to support and sponsor the Easter event and to provide funding up to \$500; Erin Henderson seconded; all approved.**

CLOSING ITEMS:

- Council updates

Council Gary Timms volunteered to continue in discussion with Fairmont Computing over products and services to meet the needs of City Hall.

Mike Walls passed along that Harris Lane residents have reported needing some gravel repairs and improvements, and that the Brick Hill drainage is a continuing effort to improve.

Chuck Ledsome wanted to reiterate positive reports from his community and throughout the city regarding the good work that Connor's Trucking has been doing for us to help plow and treat our roads this winter. Chuck also detailed the process in trying to identify and get repairs to street light problems in our area and

gave specifics on how he has been working to track issues. Chuck also wanted to summarize for everyone once again about an earlier discussion over our funding request and approval process where we are going to work to update our policy to clearly state how all requests for funding must include a statement on how this funding will be of direct benefit to the residents (citizens) of the City of Pleasant Valley and we will be working communicate this information. As part of this communication effort, we will be updating our Funding Request form (#PV002) to include information, such as asking requestors to describe the direct benefit(s) to our citizens of City of Pleasant Valley. An “example statement” might be to as such: *Provide the precise number(s) of individuals that might benefit and/or participate because of this funding; and/or, evidence of the number(s) of citizens who have been helped or served or participated in the past, etc.*). In this continuing effort, Mayor Haddix asked for a motion to update the form by asking for more details in exactly how funding requested from the city would benefit citizens of the city.

- ***Gary Timms made motion to clarify and update any previous Resolutions and other formal matters of record and to update the related Funding Request form; Erin Henderson seconded; all approved.***

Chip Phillips reiterated that any light outages noticed or reported by citizens that are in areas underneath bridge overpasses, should go directly to the West Virginia State Department of Highways. Chip announced that Kingmont and Pleasant Valley Roads have received a commitment from the State Department of Highways to be an upcoming priority.

Mayor Haddix again wanted to remind everyone to continue to support our “Little Food Pantry” services and to plan for an Easter Egg hunt event for all ages right here at the City Hall/City Municipal Park grounds on Saturday, March 27, complete with prizes and the Easter Bunny. More volunteers for this and any upcoming events are welcomed – we’ll put you to work!

- Citizen Comments, Questions, Concerns - None heard.
- Other Business - None.
- Adjournment - At 8:30 pm, Mayor Haddix called for motion to adjourn.
- ***Chuck Ledsome motioned to adjourn; Mike Walls seconded.***

~ ~ “Tentative” Budget Meetings scheduled for February 26, 2021 and March 2nd, starting at 6:00 pm ~ ~
~ ~ Next Work Session/Council Meeting March 16, 2021 ~ ~