



MINUTES

City of Pleasant Valley

Tuesday, April 20, 2021
COUNCIL MEETING

Agenda

- Call to Order
- Pledge of Allegiance
- Approval of Previous Meeting Minutes
- Lay the Levy for the 2021-22 Proposed Budget - Approved by State Auditor
- Approval of Previous Meeting Minutes
- Financial Report
- VVFD Report

Hotel/Motel Contributions – Funding Requests

- Funding Requests

City Business Review

- Drainage and Road Work Updates
- Recreational Complex Updates
- Key News - Announcements/Plans & Planning/Upcoming Events/Initiatives

Closing Items

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

APRIL 20, 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 Ledsoe; Chip Phillips; Gary Timms; and Mike Walls. City Attorney, John Funkhouser 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 March 16, 2021, Council Meeting and asked for a review by all and comments, if any. Mayor Haddix requested motion to approve the minutes as drafted.

- **Mike Walls made a motion to approve the March 2021 Council meeting minutes as drafted; Erin Henderson seconded; all approved.**

LAY THE LEVY FOR 2021-22 PROPOSED BUDGET AS APPROVED BY STATE OF WV AUDITOR: Mayor Haddix read the Levy Order and Rate sheet for 2021-2022 City of Pleasant Valley Budget. The true copy of the 2021-2022 Levy Order and Rate Sheet was signed (Certified) by the City Clerk, effective April 20, 2021. The Certificate of Valuation is summarized as follows:

CURRENT YEAR 2021 – 2022*			
	Assessed Value for Tax Purposes	Levy Rate/\$100	Taxes Levied
Class I			
Personal Property	\$ 0		\$ 0
Public Utility	\$ 0	3.210	\$ 0
Total Class I	\$ 0		\$ 0
Class II			
Real Estate	\$ 91,976,030		\$ 59,049
Personal Property	\$ 110,698	6.420	\$ 71
Total Class II	\$ 92,086,728		\$ 59,120
Class IV			
Real Estate	\$ 53,473,960		\$ 68,661
Personal Property	\$ 37,233,839	12.840	\$ 47,808
Public Utility	\$ 3,901,203		\$ 5,009
Total Class IV	\$ 94,609,002		\$ 121,478
Total Value and Projected Revenue	\$ 186,695,730		\$ 180,598
Less Delinquencies, Exonerations & Uncollectable Taxes		5.00%	\$ 9,030
Less Tax Discounts		2.00%	\$ 3,431
Less Allowance for Tax Increment Financing – see worksheet (Subtracted from regular current expense taxes levied only)			\$ 0
Total Projected Property Tax Collection			\$ 168,137
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)		2.00%	\$ 3,363
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes			\$ 164,774

Comment: Mayor Haddix reminded everyone that Pleasant Valley still holds the lowest property taxes in the state.

REVIEW AND APPROVAL OF CURRENT FINANCIAL REPORT: The March 2021, City of Pleasant Valley Financial Report and Statement of Cash Receipts & 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 the sidewalk projects included.

- **Ed Aberegg made motion to approve as prepared; Chuck Ledsome seconded; all approved.**

REVIEW OF VVFD (VALLEY VOLUNTEER FIRE DEPARTMENT) REPORT: Fred McDonald, new acting Fire Chief, was present and gave a brief report on activity (calls) for the month. Chief McDonald also reported that unfortunately, our fire department's ISO (Insurance Services Office) ratings are up, but the Department is working to get that back

down. This rating includes fire hydrants and a wide range of other fire protection services to the community. Our fire department was recently rated as a class 5/5. Class 1 represents superior property fire protection, and Class 10 indicates the worst. ISO analyzes the fire protection capabilities and assigns a Public Protection Classification (PPC) rating to each fire department from 1 to 10. Insurance companies use the PPC information to establish premiums for fire insurance. Chief McDonald indicated that his goal was to get our rating down to a 4/4 for better business and homeowner insurance rates.

Chief McDonald also took a moment to try and address Council regarding financial reporting and monthly disclosure practices by the Fire Department. City Council reiterated to Chief McDonald that this area has been a point of concern to Council as an ongoing issue for many months. In September 2021, City Council notified the Fire Department of the format, structure, and contents of past reports and reporting and requested that traditional model continue. Since this time, City Council requested on numerous occasions to our Pleasant Valley Volunteer Fire Department the need to be more consistent and more detailed in their monthly financial reports and reporting to the Council on behalf of the citizens of Pleasant Valley. Council reminded the Fire Department that citizen taxes come directly from the residents to the Fire Department. Council asserted that on behalf of our citizens, we hold an accountability and a responsibility for transparency. Council noted as past practice, the Fire Department routinely provided actual copies of bank statements and asked Chief McDonald for this practice to continue. Council Rep Erin Henderson stated that in the past few reports, we have seen the Fire Department reporting income of less than \$1 each month; and, asked about the community room rental proceeds. Once again, Council noted that sharing details of public funds and financial status helps us all in working together to better provide strong city services and make sound decisions in determining how to set tax rates etc. Council suggested a special meeting with Fire Department representatives for more discussion. Until which time, Council unanimously decided to continue withholding citizen funding until details of accountability from the Fire Department are received.

Council is asking for the Fire Department to provide (monthly):

- Official bank statement copies
- Insurance copies
- Yearly budget
- Monthly accountability

As a part of this discussion, Mayor Haddix referenced City of Pleasant Valley Ordinance #31 outlining Levy 2 collections of Public Utilities Tax. Mayor Haddix explained that we need to see the full picture in part so we can judge need and establish applicable tax rates for the citizens. The Mayor and several Council members explained that we all have a role in public service to be careful about how we are spending our citizens' taxes and public funds.

John Funkhouser, Attorney for the City of Pleasant Valley, articulated that for private business, if operating within a public building, we want to make sure ethically, that public funds are not being used. One question is, "Are more utilities being used because of this private business operation inside a public building?"

Mayor Haddix and Council wrapped up stating that we would like to make sure the Fire Department understands that we appreciate everything they do. We look forward to more and better communications.

HOTEL/MOTEL CONTRIBUTIONS – FUNDING REQUESTS: None.

CITY BUSINESS REVIEW:

- Council took up a discussion regarding minor changes to the by-laws of the Planning Commission. Planning Commission bylaws have been upgraded to lower the commission numbers to 5/3 for a quorum. Mayor Haddix may sit as an alternate or Commission to make a quorum.
 - **Chuck Ledsome motioned to approve. Chip Phillips seconded motion.**
- Drainage and Road Work Updates – Lots going on. Mayor Haddix began the discussion by noting that next month will be very busy with a flurry of work regarding road improvements. Last year’s budget still being used for fixing a number of outstanding drainage issues. Citizens should be aware that there is a lot of crush and run projects (resurfacing/regrading gravel) work happening all over the city. Next step will be paving. If your road is not in the first group, - we will get to you. Council Chip Phillips is our lead for road projects and all Council members are working on projects within their community locales. For some roads to be fixed, we need special State DOT/DOH permits because they are State owned roads. Several local contractors have projects in progress all around the city. Mayor Haddix gave a shout out to many of our local companies and the hard work of Council in this massive road improvement initiative; and, reminded everyone that we are not only working in conjunction with State, but also with the EPA as needed for permits. Each Council rep for our four communities of Millersville, Kingmont, Benton’s Ferry, and Pleasant Valley are working very hard and accomplishing a lot every day in our city-wide road improvement initiative. We are happy to report that every single road within Pleasant Valley has recently been assessed and we have developed a city plan in cooperation with the State of WV-Department of Transportation/Division of Highways and other required entities to execute a massive road improvement initiative. Mayor Haddix reported that our plans are already in motion. We have people out there working hard to make fixes, improvements, and upgrades to our areas roads and we are doing it all as quickly as we possibly can. Our approach to this initiative as a city was to try and prioritize the fixes, improvements, and upgrades by tackling the worst roads first. What may sometimes look like inefficiency in the approach we are taking and may appear as though we are skipping roads, we are, in actuality, we are often times having to wait on permits and approval from the State of WV, and sometimes we are forced to alter plans due of weather, special equipment, materials, etc., and therefore we do sometimes need to make adjustments. The Mayor asked that we all keep in mind that half of our roads are state roads, which does require special permitting and proper cause for us (as a city) to make improvements. The WV DOT/DOH has been happy to work with us but all of this takes time. We appreciate your patience, and we thank you for understanding and cooperation as we move through your neighborhoods. Council reiterated that this is the first time in the history of our city that we are taking on a project of this size and scope. We are all excited about this road work and look forward to enjoying the results. The Mayor wished to thank each City Council representative for their diligence in helping to pull this work all together.

RECREATIONAL COMPLEX UPDATES:

- Council is looking an idea of adding smaller basketball hoops (lower to the ground), for our younger residents. Work is also underway to expand the length of our basketball pad.
- A new municipal storage shed is needed for our park grounds.
- Council is happy to report that the ball field is safer now, which recently went through a total remake and upgrade, to include a new composite style surface.
- Drainage in the lower field and reconditioning of the lower field is still in the works as is new fencing.

KEY NEWS - ANNOUNCEMENTS/PLANS & PLANNING/UPCOMING EVENTS/INITIATIVES:

- Mayor Haddix gave an update to several potential upcoming city sponsored events, activities, such as a potential drive-in movie night at the Municipal Park.

- City Sponsored Easter Egg Hunt – Egg hunt was a huge success. Lots of Pleasant Valley children attended. Thank you to our volunteers who helped up prepare.
- Citywide Spring Clean-up 2021 – Smallwood collected 12,000+ pounds of scrap metal that will be recycled. In conjunction with the Citywide Spring Clean-up event, Conner’s Trucking provided a 53 foot long trailer that was filled with tires.
- For next year, more notification banners should be added on street corners.
- For the weekend of April 23, 24 & 25, there will be a city-wide garage sale event. So far, a total of 37 homes have signed up to date. A list of people who pre-registered will be published on Facebook.
- Council Gary Timms stated that a digital sign for advertising events is needed.
- There will be a special Work Session with the Fire Department to get everyone on the same page.
- Facebook comments are positive.
- New Office Assistant – Carol Crist was selected as the new Admin. Assistant and started April 5.

COUNCIL UPDATES:

- Chip Phillips report that State road repair permits are coming as fast as we can, and weather permitting, we will be working systematically starting with our worst roads first to make fixes, upgrades, and updates.
- Mike Walls stated that he is looking into community service hours for volunteers to pick up trash.
- Gary Timms will be looking on details and options for replacing the City Municipal Park main storage shed. Gary suggested hiring an engineering firm to redo drainage on hillside of lower field to stabilize hill side and correct drainage.
- Chuck Ledsome stated that the drainage on Dunn Avenue is solved. Chuck said any residents who call in or email about issues should be referred to appropriate Council member and they will look into it.
 - Serene - Done
 - Shafer Lane Serene - Done
 - Colton Serene - Done
- Ed Aberegg stated that the road repair project is going well for re-graveling and hopes to do paving next.
- Erin Henderson works many of these roads and reports lots of things happening.
- Miller Construction and Richard Earle commented that road and drainage projects are going very well!

CLOSING ITEMS:

- Council updates - Council Erin Henderson wished to thank those responsible, especially Council Chip Phillips, for the initiative in making the needed quick fixes to significant pothole issues on Kingmont Road.
- Citizen Comments, Questions, Concerns - None heard.
- Other Business - None.
- Adjournment - At 8:30 pm, Mayor Haddix called for motion to adjourn and for all who approved to say.
 - ***Gary Timms made motion to adjourn; Mike Walls seconded; all approved.***

~ ~ Next Work Session/Council Meeting May 18, 2021 ~ ~