**PLANNING COMMISSION MEETING MINUTES**

**City of Pleasant Valley**

**2340 Kingmont Road**

**Pleasant Valley, WV 26554**

**Wednesday, August 9, 2023**

**In attendance: George Ebbert, Andrew Zeni, Luke Hersey, John Miller, Christy DeMuth (Land Use Planner, WVU School of Law), Kim Korcsmaros (recorder)**

**Council Meeting Call to Order**

* **Luke Heresy called the meeting to order at 6:40pm.**

**Roll Call of Members**

**Luke Heresy conducted a roll call of members. It was determined that there was a quorum.**

**Adoption of Previous Meeting Minutes**

**Minutes of the Planning Commission meeting on May 31, 2023, were accepted as submitted. No corrections were suggested.**

**Motion: Luke Heresy**

**Second: Andrew Zeni**

**Vote: YES\_🗸 NO \_\_\_**

**Motion passes unanimously.**

**Minutes of the Planning Commission meeting on February 27,2023 were accepted as submitted. No corrections were suggested. Emily Haddix called for a motion to approve the Minutes with two corrections.**

**Motion: Luke Heresy**

**Second: Andrew Zeni**

**Vote: YES \_\_🗸 | NO \_\_\_**

**Motion passes unanimously.**

**Public Hearings**

**Hearing will be held on August 30, 2023 for a variance for 1) a carport in the front yard of a residence to protect a handicapped child from the elements; and 2) a lot divided without a permit and buildings placed on the lots without permits per John Miller, City of Pleasant Valley Code Enforcement Officer.**

* **Zac Eakle reported that there were 29 motor vehicle accidents, two with injury and 1 structure fire in June.**
* **June 19, 2023, VVFD attended the Strawberry Festival in Buckhanon. Great appearance with custom Engines.**
* **June, 29, 2023, VVFD attended the Chicken Burn at the Whitehall substation.**
* **Zac Eakle presented the grant request from the American Firefighter Grant for $4 million dollars in order to purchase of a new ladder truck.**
* **The VVFD has sent letters to the residents asking for a donation of $50 donation to offset this cost.**
* **Gary Timms asked if there have been more car fires this past month.**
* **Zac Eakle stated that yes, there have been more car fires recently.**
* **Gary Timms asked about the number of accidents possibly occurring in conjunction with the roadwork on I79.**
* **Zac Eakle informed Council that at this time, he could not provide and exact number of accidents but he will compile a full breakdown based on the annual total.**
* **Zoning and Code Enforcement**
* **John Miller would like to send a questionnaire/survey to the resident of Pleasant Valley.**
* **John Miller noted that the City can use the VVFD’s mailing list to do a mailing of a survey to all residents.**
* **Funding requests**

**McCutcheon Annual Car Show**

* **This was the second presentation of this request for $2,000 which is to be voted on at this meeting.**
* **Tyler McCutcheon explained the large backdrop with the City of Pleasant Valley**
* **Chuck Ledsome asked who created this high resolution logo.**
* **Tyler McCutcheon informed Council that the City Logo was created by J.D. Signs and he will contact them to get the name of the person who designed it.**
* **Tyler McCutcheon is also requesting funding from Marion County for he auto show.**
* **Chip Phillips asked to whom the check should be made out.**
* **Tyler McCutcheon answered that it should be made out to McCutcheon Holding.**
* **Emily Haddix called for a motion regarding this request.**

**Motion: Mike Walls**

**Second: Matt Heston**

**Vote: YES \_🗸\_\_ | NO \_\_\_**

**Motion was passed unanimously.**

**Seth Burton Memorial Disk Golf Tournament**

* **Rebecca Burton made a presentation regarding this fund request.**
  + **The Tournament has been extended to a 3 day event.**
  + **Tournament can now accommodate 113 players who will be staying longer in the Pleasant Valley area.**
  + **A disc with the City logo can be created and distributed.**
  + **A permanent tee sign can also be created using the City logo.**
* **Drainage / Sidewalks and Roads**
* **Emily Haddix stated that the City is currently working on areas that at sinking.**
* **Gary Timms requested that this request be tabled until the July 2023 meeting.**
* **Chuck Ledsome informed the Council that the access ramps are completed.**
* **Gary Timms expressed concern regarding City expenditures for maintenance of private and state roads without permission.**
* **Gary Timms requested a written legal opinion be provided by attorney John Funkhouser.**
* **Emily Haddix expressed the need for a solution to cover both.**
* **Chuck Ledsome suggested that the City patch roads that have permits and wait on the rest.**
* **Chip Phillips told Council the Pleasant Valley Road, Kingmont Road can be maintained by the City but permission is needed from the Department of Highways to do the rest.**
* **Chip Phillips informed Council that he has requested these permits and is waiting for them o arrive shortly**
* **Gary Timms would like someone from the State/DOH to formally state that the City is permitted to do all other State roads.**
* **Emily Haddix has investigated available legal opinions regarding non-State (orphan) roads and has found it to be a very “grey” area.**
* **Chip Phillips stated that he believes the City should act with what it currently has.**
* **Gary Timms inquired if easements have been recorded for drainage issues.**
* **Emily Haddix requested a pause in all road patching until the private road issue is resolved.**
* **New Business**
* **Grass Cutting:** 
  + **Brian Yost presented a total payment bid. Emily Haddix requested that he submit invoices with hours and hourly rate.**
  + **Private and State Roads will not be included in grass cutting.**
  + **Permits can be reviewed in Fairmont City Hall.**
* **CVB**
  + **A complaint needs to be registered with the County Commission regarding the City’s payment to the CVB.**
* **Signs**
  + **The City is still waiting to hear back from the State regarding placement/permission to post signs.**
* **Engineering**
  + **John Funkhouser is addressing a lawsuit that has been made against the city and will forward it to the insurance company.**
* **Ordinance 31**
  + **Gary Timms requested that Ordinance 31 be tabled.**
* **Round Table**
* **Pet Waste Stations have been ordered and City is awaiting their arrival.**
* **Municipal Building roof still needs to be addressed.**
* **Ballfield to receive fine grade, screened earth.**
* **Emily Haddix suggested the purchase and placement of a gazebo behind the Municipal Building. She will be obtaining more details regarding the type and price.**
* **John Miller distributed the Planning Commission survey to the Council for review and feedback.**
* **Mike Walls congratulated the VVFD for their excellent work.**
* **A special Thank You to Matt Heston who opened the outside restroom door where a child had accidentally locked himself in.**
* **Chuck Ledsome suggested the replacement of the current restroom doorknobs with professional grade doorknobs.**
* **Emily Haddix asked that, although early, we need to start thinking about and preparing for Christmas.**
* **Chuck Ledsome suggested that a permanent fixture be installed to hold up the Christmas Tree.**
* **Emily Haddix expressed her thanks to Kim Korcsmaros and Carol Crist for their work and keeping the office running well.**
* **Public Input**
* **Jason Graser thanked the Council for cutting back overgrowth along roadsides**
* **Adjournment**

**Emily Haddix asked for a motion to adjourn.**

**Motion: Gary Timms**

**Second: Mike Walls**

**Vote: YES \_\_🗸\_ | NO \_\_\_**

**Motion was passed unanimously.**

**Meeting adjourned at 7:45p.m.**