

Agenda *Williamstown City Council*

02/06/18

7:30 PM

City Council Chambers

Type of meeting: *Regular Meeting*

Attendees: *Mayor and City Council Members, City Attorney, and City Clerk*

Agenda topics

- 1. Call Meeting to Order*
- 2. Pledge of Allegiance*
- 3. Call Roll*
- 4. Minutes of Previous Meeting*
- 5. Pay Bills*
- 6. Bids for Boat Ramp Concession Contract*
- 7. Wood County's Request of \$30 Intake Fee*
- 8. WV Retirement Plus Plan*
- 9. Storm Sewer on Crystal Heights*

Other Items Which May Be Discussed:

- 1. Administrative Issues*
- 2. Community Swimming Pool*
- 3. Park Committee*
- 4. Planning Commission*
- 5. Board of Zoning Appeals*
- 6. Tree Committee*
- 7. Water Dept.*
- 8. Sanitary / Storm Water Board*
- 9. Sidewalk Plan*

****Please state your name and address when addressing City Council**

WILLIAMSTOWN CITY COUNCIL
REGULAR MEETING
FEB. 6, 2018

The Williamstown City Council met in regular session on Tuesday, February 6, 2018 at 7:30pm. Those in attendance were Mayor Jean Ford, Councilpersons Marty Seufer, Jim Stage, Barbara Lewis and Ron Erb, City Attorney Blaine Myers, and City Clerk/Treasurer Susan Knopp.

Mayor Ford called the meeting to order and Chief of Police Shawn Graham led Council in the Pledge of Allegiance.

On a motion by Stage and second by Lewis to approve and dispense with the reading of the minutes of the previous meeting, all voted yes.

On a motion by Erb and second by Stage to approve the current bills for payment, all voted yes.

There was one bid for the boat ramp park concession contract. Timothy and Morgan Flowers bid \$1 per year in addition to providing routine maintenance of restrooms and mowing/trimming of grounds.

On a motion by Seufer and second by Erb to accept the bid and refer it to the Park Committee for their review and recommendation to City Council at the next regular meeting, all voted yes.

Councilman Seufer stated he would not participate in the discussion of Wood County's request for a \$30 intake fee.

Mayor Ford stated the Wood County Commission has requested each municipality pay a one-time \$30 intake fee for anyone our officers' process into the Wood County holding center.

Chief Graham stated this fee was only if they are processed at the holding center. Last year Williamstown PD processed 22 people at the holding center, which would have amounted to \$660. He stated he believed the expense will be minimal for our department.

Councilwoman Lewis asked if this fee could be passed on to the arrestee.

Chief Graham said there would need to be a change in the laws to do this, but he believed this wouldn't be a large expense for Williamstown.

Councilman Erb stated he would like to see what the other cities were going to do first, but that we could add this to the next budget and implement it starting July 1st.

Mayor Ford stated that this would be a much larger expense to the other cities, but she believed it would be a good thing to do to help the County.

On a motion by Lewis and second by Stage to accept the \$30 intake fee effective July 1st 2018, Ford, Erb, Lewis and Stage voted yes. Seufer abstained from voting.

Mayor Ford stated Roger Hughes from the State Treasurers Office has presented the City with an additional retirement option for employees.

Councilman Seufer stated that this is a 457 Plan and is strictly voluntary. The City has to approve the plan in order for contributions to be payroll deducted.

On a motion by Seufer and second by Lewis to allow the West Virginia Retirement Plus Plan to be offered to City of Williamstown employees, all voted yes.

Public Works Director Alan Gates addressed Council about a problem with the storm sewer on Crystal Heights. He said he had Atty. Myers check on rights of way and they were never recorded. He said he is asking Council to review this and see what needs done. Gates said the storm sewer was put in partially by the developer and partially by the City. He said he wasn't really sure because it was before his time.

Atty. Myers said on storm water issues which the City didn't construct and doesn't have rights of way for, if the City wants to take responsibility for these issues, then it will be the City's responsibility to maintain them and rights of way should be obtained. He said there are other areas in town that the City may need to deal with, so this is a policy decision.

Public Works Director Gates said they ran the camera through the line. The problem is the ditch has eroded where the pipe empties into it. He added that this is close to the Crystal Spring Water Company's business. He said the City could fix this by re-shoring the ditch with tie par. He said it could turn into a bigger issue if not corrected.

Councilman Seufer suggested having the City Engineer look at the problem.

After some discussion, Council agreed Engineer Hildreth should look into this matter. Councilman Stage said he would like to look at it with the engineer.

Mayor Ford said she received a letter from CAS Cable and they are increasing their prices.

Councilman Seufer stated the Park Committee would meet before the next regular council meeting.

Councilman Stage stated the Planning Commission is scheduled to meet Monday concerning the Heron's Nest development, but Heron's Nest representatives may not be ready for the meeting and it may need to be cancelled.

Shane King stated the Board of Zoning Appeals met for a regular meeting, but there was nothing on their agenda.

Councilwoman Lewis stated the power company is trimming/removing trees in town which are in the power lines.

There was some discussion on complaints received about the tree trimming.

Councilwoman Lewis stated the City received notice that Williamstown has again been named a Tree City USA.

Public Works Director Gates said the water lines have been extended to the Mondo property. They are still working on the sewer.

Councilman Erb said the Sanitary Board will meet on the third Tuesday of the month at 3:00pm.

Councilwoman Lewis said the City has applied for another sidewalk grant.

Councilman Stage said he obtained some quotes to repair the windows and walls on the front side of the City Building. Bowser Construction bid \$13,842, which included replacing the windows. Westfall Construction bid \$6,010, and did not include replacing the windows. He said he had a couple more companies look at the repairs, but they didn't submit a bid.

On a motion by Stage and second by Seufer to accept the quote from Westfall Construction, all voted yes.

Zoey King, representing Girl Scout Troop #1099, stated she was selling Girl Scout cookies.

Lloyd Roberts, 612 Williams Ave., stated he was Williamstown's representative on the Wood County Alternate Transportation Council. He presented a brochure with a map and information about the Ohio River Water Trail.

The meeting adjourned at 8:15pm.

