

**AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, APRIL 18, 2017, 7:30 PM
SECOND FLOOR, COUNCIL CHAMBERS
MUNICIPAL BUILDING**

- I. CALL TO ORDER – Council President, JR Carpenter
- II. ROLL CALL
- III. MINUTES (none)
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. OLD BUSINESS
 - 1. To hear and consider objections to the budget estimate for fiscal year 2017/2018;
 - 2. To receive, file and approve the State Auditor's approval of the Levy Estimate;
 - 3. To lay the levy rates.
 - 4. To Adopt the Five Year Capital Improvement Plan
- VIII. RESOLUTIONS
 - 5. Resolution requesting approval from the State Auditor's office for budget revisions within various Public Works Departments to reflect updated needs and estimates for the remainder of the fiscal year. (Sponsored by Councilmen Reed, Kuhl, McCrady, Barber, Mercer, Reynolds, Stanley, Fox)
 - 6. Resolution requesting approval from the State Auditor's Office for budget revisions within the Fire Department and City Clerk's budget to reflect updated estimates for the remainder of the fiscal year. (Sponsored by Councilmen Reed, Kuhl, McCrady, Barber, Mercer, Reynolds, Stanley, Fox)

- 6a. Resolution requesting approval from the State Auditor's Office for a budget revision for \$500.00 out of the Mayor's budget to a Social Services Grant line item for providing a "movies in the park" sponsorship as a contribution to the Wood County Family Resource Network. (Sponsored by Councilmen Fox, Barber, Carpenter, and Reed.)
7. Resolution authorizing Mayor Tom Joyce to revise the budget to transfer \$800,000.00 from Capital Reserve for street improvements to begin the paving contract. (Sponsored by Councilmen Reed, Kuhl, McCrady, Barber, Mercer, Reynolds, Stanley, Fox)
8. Resolution authorizing Mayor Tom Joyce to execute a loan modification agreement with the WV Housing Development Fund to continue to utilize demolition program funds with no adverse impacts. (Sponsored by Councilmen Kuhl, Carpenter, Reed and Reynolds)

IX. ORDINANCE, FINAL READING:

9. An ordinance authorizing the Finance Director to conduct an auction on May 13, 2017, of personal property belonging to the City of Parkersburg. (Sponsored by Councilmen Kuhl, Mercer, Carpenter, and Reynolds)

X. ADJOURNMENT

NOTE – URA TO FOLLOW THIS MEETING

NOTE, NEXT COUNCIL MEETING TUESDAY, MAY 9, 2017



State of West Virginia
John B. McCuskey

Office of the State Auditor
Local Government Services
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Clarksburg, West Virginia 26301

State Auditor

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April 4, 2017

**NOTICE OF APPROVAL OF THE LEVY ESTIMATE
(BUDGET)**

To: Municipality of Parkersburg

In accordance with the provisions of Chapter 11, Article 8, of the West Virginia Code, as amended, the State Auditor of West Virginia hereby approves your Levy Estimate (Budget) for the fiscal year beginning July 1, 2017.

I find that any levy rates to be imposed in excess of those prescribed by the West Virginia Constitution were legally authorized by a vote of the people.

With this written approval, the levying body shall meet on the third Tuesday in April (April 18) to hear and consider any objections and to officially adopt the levy rates for property taxation. The clerk/recording officer, within three days of such meeting, shall prepare and forward to the State Auditor the officially adopted levy rates and levy order.

If you have any questions, please do not hesitate to contact me at 304-627-2415 or 1-877-982-9148 extension 5114, Shellie Humphrey extension 5119, Tiffany Hess extension 5118 or Karen Drain extension 5101.

Sincerely,
John B. McCuskey
WV State Auditor

A handwritten signature in cursive script, appearing to read "Ora L. Ash".

By: Ora L. Ash,
Deputy State Auditor
Local Government Services

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	440-458-000	CAPITAL OUTLAY - OTHER		(20,300.00)	BGT/ACTUAL BLDG MAINT.
001	566-459-000	CAPITAL OUTLAY - EQUIPMENT		(18,500.00)	PW VEHICLE DEFERRED
001	590-230-000	CONTRACTUAL SERVICES		1,000.00	FIRE SUPPRESSION INSP.
001	750-211-000	TELEPHONE/COMM EXPENSE		155.00	UPDATED FY17 ESTIMATE
001	750-216-000	MAINT & REPAIR - EQUIPMENT		10,000.00	UPDATE EQUIP REPAIR EST.
001	750-219-000	BUILDING/EQUIP RENTAL		(10,000.00)	UNUSED LEASE/PURCH. PMT
001	754-225-000	LAUNDRY & DRY CLEANING		35.00	UPDATED FY17 ESTIMATE
001	754-228-000	FREIGHT		1,500.00	UPDATED FY17 ESTIMATE
001	756-219-000	BUILDING/EQUIP RENTAL		(12,000.00)	UNUSED LEASE/PURCH. PMT
001	756-220-000	ADVERTISING/LEGAL PUBS		60.00	UPDATED FY17 ESTIMATE
001	756-341-000	DEPARTMENTAL SUPPLIES		15,000.00	UPDATED EST. - SIGNS/STRIP
001	756-341-007	DEPARTMENTAL SUPPLIES - SALT		2,000.00	FINAL DELIVERY RECEIVED
001	800-213-100	UTILITIES - ELECTRIC		6,000.00	UPDATED EST. - SOLAR
001	800-216-000	MAINT & REPAIR - EQUIPMENT		2,000.00	UPDATED FY17 ESTIMATE
001	800-226-000	AUTO & LIABILITY INSURANCE		10,000.00	DEDUCTIBLE PAYMENTS
001	800-228-000	FREIGHT		1,000.00	UPDATED FY17 ESTIMATE
001	800-341-000	DEPARTMENTAL SUPPLIES		1,500.00	EST. SANITATION TRAILER
001	800-345-000	UNIFORM EXPENSE		1,000.00	UPDATED FY17 ESTIMATE
001	900-211-000	TELEPHONE/COMM EXPENSE		200.00	UPDATED FY17 ESTIMATE
001	900-213-000	UTILITIES - NATURAL GAS		2,300.00	UPDATED FY17 ESTIMATE
001	900-216-000	MAINT & REPAIR - EQUIPMENT		5,000.00	MOWER/EQUIP REPAIR EST.
001	900-222-000	DUES & SUBSCRIPTIONS		50.00	UPDATED FY17 ESTIMATE
001	900-341-000	DEPARTMENTAL SUPPLIES		2,000.00	UPDATED FY17 ESTIMATE

The above resolution proposes to revise the General Fund appropriations for the various Public Works departments to reflect updated needs and estimates for the remainder of the 2017 fiscal year.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	399-000-000	MISC REVENUE	990.00		APPLICANT TEST REVENUE
001	415-341-002	SUPPLIES - FD CIVIL SERVICE		1,490.00	PROMOTION TEST SUPPLIES
001	706-110-000	OTHER FRINGE BENEFITS		5,700.00	MOVED FROM 706-225-000
001	706-214-000	TRAVEL EXPENSE		1,500.00	CFI TRAINING TRAVEL
001	706-216-000	MAINT & REPAIR - EQUIPMENT		3,000.00	EQUIP REPAIR ESTIMATE
001	706-221-000	TRAINING & EDUCATION		3,500.00	UPCOMING TRAINING EST.
001	706-225-000	LAUNDRY & DRY CLEANING		(5,700.00)	MOVED TO 706-110-000
001	706-230-000	CONTRACTUAL SERVICES		(500.00)	TESTING SUPPLIES - TO 415
001	706-341-000	DEPARTMENTAL SUPPLIES		8,900.00	SUPPLIES EST. PROT. GEAR
001	706-343-001	AUTO - GASOLINE		(8,000.00)	FUEL ESTIMATE REVISION
001	706-458-000	CAPITAL OUTLAY - OTHER		(8,900.00)	MOVE TO 706-341-000
			990.00	990.00	

The above proposes to revise General Fund allotments within the Fire Department and City Clerk budgets to reflect updated estimates for the remainder of the 2017 fiscal year.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	409-230-000	CONTRACTUAL SERVICES		(500.00)	MOVE TO 958-568-040
001	958-568-040	CONRTIB - WCFRN		500.00	WVCFRN SOC. SVS. GRANT
			-	-	

The above resolutions proposes a revision to the FY17 General Fund budget by moving \$\$\$ from the Mayor's contractual services line item to a Social Services Grant line item for the purposes of providing a "movies in the park" sponsorship as a contribution to the Wood County Family Resource Network.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for Fiscal Year 2016-2017 to reflect the following changes:

USER FEE FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
036	369-000-000	TRANSFERS IN - CAPITAL RES	800,000.00		XFER IN FROM CAPITAL RES.
036	750-458-005	STREET IMPROVEMENTS		800,000.00	ANNUAL PAVING CONTRACT
			<u>800,000.00</u>	<u>800,000.00</u>	

The above resolution proposes a revision to the FY17 User Fee Fund budget to transfer funds from the Capital Reserve Fund to the User Fee Fund as an advance to begin the annual paving contract at the beginning of the paving season. The advance will be repaid to Capital Reserve from the User Fee Fund in July at the onset of the FY18 budget.

A RESOLUTION AUTHORIZING MAYOR JOYCE TO EXECUTE A LOAN MODIFICATION AGREEMENT WITH THE WEST VIRGINIA HOUSING DEVELOPMENT FUND REGARDING THE CITY'S DEMOLITION PROGRAM

WHEREAS, vacant and/or blighted property constitute a health and safety risk to area neighborhoods, and

WHEREAS, the City of Parkersburg, in conjunction with the Urban Renewal Authority applied for and received two low-interest loans, not to exceed \$500,000, and

WHEREAS, the City's ability to utilize these loan funds will cease on May 6, 2017, and

WHEREAS, the WVHDF is amenable to modifying the City's loan agreement in the following manner under Article II: The Loans 2.2.1(a):

1. Repayment of the loan may commence after the balance of the First Note is drawn down.
2. The remaining Loan proceeds must be drawn down by December 31, 2017.
3. The First Note shall be due and payable in full on December 31, 2020. Borrower may prepay the loan at any time with no penalty.
4. The interest rate for the new loan terms would be as follows:
 - a. Year 1-2 (2018 and 2019): 1% interest
 - b. Year 3 (2020): 3% interest

WHEREAS, said modification would allow the City and URA to continue to utilize demolition program funds with no adverse impacts

NOW, THEREFORE BE IT RESOLVED, that Tom Joyce, Mayor of Parkersburg, is hereby authorized to execute a loan modification agreement with the West Virginia Housing Development in accordance with the aforementioned terms described herein under Article II: The Loans 2.2.1(a), and

THEREFORE BE IT FURTHER RESOLVED, the loan shall be repaid to the WVHDF by December 31, 2017 with revenues from the City's Demolition Fund.

Sponsors:

AN ORDINANCE AUTHORIZING THE FINANCE
DIRECTOR TO CONDUCT AN AUCTION
ON MAY 13, 2017

A handwritten signature in black ink, appearing to be the initials 'S' and 'A'.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Finance Director of the City of Parkersburg be and is hereby authorized to conduct a public auction sale on Saturday, May 13, 2017, of personal property belonging to the City of Parkersburg, in accordance with and pursuant to Article 135.08 of the Codified Ordinances of the City of Parkersburg.

Sponsored by Councilmen Kuhl, Mercer, Carpenter, and Reynolds

AUCTION ITEMS 2017

STREET DEPARTMENT

- 1996 GMC DISTRIBUTOR TOPKICK DUMP TRUCK 1GDP7H1J7TJ503809
- 1995 GMC I TON DUMP TRUCK 1GDJK34F6SE527198
- 1991 GMC TOPKICK DUMP TRUCK 1GDM7H13MJ509465
- 1986 MAULDIN 3 TON ROLLER 372-8510-102
- RECLAIMER FAY-TECH INFARED MINI COMBO 1R9PA1526AC463137

ELECTRIC DEPARTMENT

- AIR COMPRESSOR GRIMMER SCHMIDT CORP.
SERIAL # 009 US GOVERNMENT PROPERTY 09385 AIR
- SE 5500032256 ORDER #N683335-90-C0476, STOCK #4310-01-351-2034
- 1981 GMC BUCKET TRUCK 1GDE6D1A98V570566 (NON CERTIFIABLE AS IS!)
- (1) CLEAN BURN OIL FURNACE MODEL # CB86BH
- USED GRAY OIL TANK

STREET CLEANING DEPARTMENT

- PAINTED WALK BEHIND PAINT MACHINE CRESWELL 00115000502
- HP PRINTER 8605 SSM46BGD3076
- CUTALLETTER 001164 1437
- (3) COMPUTERS
- 2003 ELGIN PELICAN SWEEPER P3222D

SANITATION DEPARTMENT

- 1997 CHEVY LUMINA 2G1WL52M9V92 (WORKING)
- 1998 VOLVO PACKERTRUCK 4VMHAKHD7WN759067 (WORKING)
- 2001 VOLVO PACKERTRUCK 4V2H36HE01N317243 (NON- WORKING)
- 2000 REZNOR OIL FIRED HEATER RA-350 BAC350A00413 (WORKING)
- COATS S-60 TIRE SPREADER #00451
- (4) ROCKWELL 5.2K AXLES MODEL #T852

PARKING DEPARTMENT

- TOSHIBA COPIER HF613757

PARKS DEPARTMENT

- PORTABLE WELDER SERIAL # 1791702
- 1987 CASE 885 TRACTOR SERIAL # 11010704
- 184 2910 FORD TRACTOR C7346154L56C734561
- 1988 JCB BACKHOE SERIAL #329700
- 1991 JOHN DEERE 265 MOWER M00265A51543
- 1990 CHEVY ASTRO VAN 1GN DM15ZX1B205800
- 1989 MASSEY FERGUSON 1020 TRACTOR SERIAL #42801
- GRAVELY MOWER SERIAL #35716
- JC PENNY MOWER SERIAL # 1820
- ALAMO SH 74 INCH FLAIL MOWER SERIAL # 57837

DEVELOPMENT DEPARTMENT

- DELL DESKTOP
- SET OF SPEAKERS
- KEYBOARD
- (6) FLOOR LAMPS
- CARD RACK
- BLUE OFFICE CHAIR
- BLACK OFFICE CHAIR
- HUMIDIFIER
- PEG BOARD
- COMPUTER MONITOR
- TRIPOD
- CANNON TONER (NEW)
- MISCELLANIOUS PLASTIC AND METAL ORGANIZERS FOR DESK OR WALL
- METAL CUBICAL DESK

FIRE DEPARTMENT

- 24' EXTENSION LADDER
- 14' ROOF LADDER
- 2006 FORD AMBULANCE 1FDXE4P56DA32436
- ONAN GENERATOR 7.5 KW DIESEL MODEL #7.5HDKAT41934E

POLICE DEPARTMENT

- 1987 CHEVROLET SWAT TRUCK 1GBFP22J6H3339030
- 2000 DODGE DAKOTA TRUCK 1B7GG2AN0YS765015
- 2001 FORD CROWN VICTORIA 2FAFP71W21X151206
- 2002 FORD CROWN VICTORIA 2FAFP71W62X132630
- 2003 CHEVY IMPALA 2G1WF55K839208923
- 2005 CHEVY IMPALA 2G1WF55K059384240
- 2005 CHEVY IMPALA 2G1WF55KX59386481
- 2005 FORD TAURUS 1FAFP53U15A301272
- 2012 POLARIS RAZOR 4XAXE76AXCF658684
- CRAFTSMAN 220 MPH LEAFBLOWER WITH 100FT EXT CORD
- KODAK Z710 CAMERA
- CONAIR HAIRCLIPPERS
- 81 CHANNEL POWER MIXER (MUSIC MIXER)
- TV/VCR COMBO
- CRAFTSMAN 19.2V (SAWZALL) SAW
- PORTER CABLE CORDED (SAWZALL) SAW
- SONY DCR HANDHELD CAMCORDER
- DVR FOR HOME SECURITY SYSTEM (MULTI HOOKUPS)
- JVC 12 DISC CD CHANGER FOR VEHICLE
- (2) UGLY STICK BRAND FISHING POLES
- LENOVO X120E THINKPAD LAPTOP COMPUTER
- HP COMPUTER TOWER WITH KEYBOARD
- ICON COMPUTER CARRYING BAG WITH MISCELLANIOUS BOOKS

- CRAFTSMAN 18V CORDLESS DRILL, SAW, AND LIGHT
- (3) PIECE WOOD/ GLASS TABLE SET
- HP COMPUTER TOWER SERIAL # 1052945F4004D
- ROADMASTER WHITE MOUNTAIN BIKE
- ROADMASTER PURPLE/ MAROON MOUNTAIN BIKE
- VERTICAL XG6100 MOUNTAIN BIKE
- NEXT MAROON POWERCLIMBER 18 SPEED BIKE
- KENT CHAOS GREEN FREESTYLE BIKE (KIDS)
- CREAM COLOR PANAMA JACK BEACHCOMBER BIKE
- HUFFY PURPLE BEACHCOMBER BIKE WITH FENDER
- TEAL MONGOOSE MOUNTAIN BIKE
- BLACK HYPER HAWKE FS MOUNTAIN BIKE
- (3) RED GAS CANS
- SIMER ¼ HP POOL PUMP
- (3) BIONIC EARS
- SONY VIDEO CAMERA MODEL CCD-TR86
- CANON VIDEO CAMERA MODEL ZR25 MC A
- SONY VIDEO CAMERA MODEL DCR- HC42 NTSC
- CLARION AM/FM/RADIO/CD PLAYER
- PREMIER PHOTO SAFE PAPER
- GRANDTECT PC TO VIDEO SWITCH MODEL GXP-2000
- ADS PYRO A/V LINK MODEL API-550
- SONY MICRCASSETTE/ RECORDER MODEL M-540V
- PENTAX 35MM CAMERA MODEL K1000
- MINOLTA 35MM CAMERA FREEDOM AUTODATE MODEL
- (2) OLYMPUS STYLUS MODEL DIGITAL CAMERAS
- VIVITAR FLASH UNIT MODEL 2600
- VIVITAR FLASH UNIT MODEL 2800
- OLYMPUS DIGITAL CAMERA MODEL C-3000

- OLYMPUS DIGITAL CAMERA MODEL C-3030
- PENTAX 35MM CAMERA MODEL K1000
- OLYMPUS DIGITAL CAMERA MODEL C-5500
- DICTAPHONE DIGITAL RECORDER MODEL M5210
- (5) OLYMPUS DIGITAL CAMERAS MODEL D490
- (2) OLYMPUS DIGITAL CAMERAS MODEL D510
- TSC LABEL PRINTER MODEL TTP-247

FINANCE DEPARTMENT

- HP DESIGNJET 800 PS SERIAL # MY68GD3076
- CANON IMAGE RUNNER C10221
- CANNON IMAGE RUNNER 1025N

ENGINEERING DEPARTMENT

- HP DESIGN JET 800 PLOTTER
- OCE 4136 SCANNER
- LANIER 5645 COPIER AND TONER BOTTLES (FULL)