

AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, OCTOBER 9, 2018, 7:30 PM
SECOND FLOOR, COUNCIL CHAMBERS
MUNICIPAL BUILDING

- I. CALL TO ORDER – Council President, John Reed
- II. ROLL CALL
- III. MINUTES - regular Council meeting September 25, 2018
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
 - A. Proclamation for Community Planning Month, October 2018
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. RESOLUTIONS
 1. Resolution authorizing Mayor Tom Joyce to accept a JAG grant in the amount of \$33,573.00 - for PPD \$21,454.00 for shotguns; and Wood County \$12,119.00 for an x-ray inspection system. (Councilmen Reed, Stanley, Carpenter, McCrady, Kuhl)
- IX. ORDINANCE, FINAL READING:
 2. An ordinance authorizing the Finance Director to conduct an online public auction sale of personal property belonging to the City of Parkersburg, for 2018. (Sponsored by Councilmen Reed, Mercer and Kuhl)
 3. An ordinance amending Article 123.14 Hiring Incentive, Police Department – that the successful applicant shall be eligible to receive one (1) hiring incentive during and for their career with the Parkersburg Police Department. (Sponsored by Councilmen Fox, Kuhl, and Carpenter.)
- X. ORDINANCE, FIRST READING:
 4. An ordinance authorizing Mayor Tom Joyce to execute a contract for loan guarantee assistance with the U. S. Department of Housing and Development for the purpose of constructing a new fire station at 16th and Covert Street, and using the Municipal Building as collateral for the \$1.5 million loan. (Sponsored by Councilmen Reed, Kuhl and Barber)
 5. An ordinance amending the Personnel Policy and Compensation Plan by increasing Grades CS-2, CS-5, CS-8, and CS-9 by \$2.53 per hour for Police Officers, Sergeants, Lieutenants, and Captains. (Personnel Committee)
 6. An ordinance vacating remaining utility right-of-way 600', between Poplar and Walnut, and 30th and 31st Streets. (Municipal Planning Commission)
- X. ADJOURNMENT

September 25, 2018

The Council of the City of Parkersburg met in regular session Tuesday, September 25, 2018 at 7:30 PM in the Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg.

The meeting was called to order by Council President, John Reed, who presided over the meeting.

The Clerk noted those members attending as Councilmen Dave McCrady, Sharon Kuhl, Bob Mercer, Eric Barber, JR Carpenter, Zach Stanley, Jeff Fox, and John Reed.

MINUTES – With no additions or corrections, the minutes from the meeting held September 11, 2018, were approved by unanimous vote, upon motion by Mr. Reynolds, and seconded by Mr. Fox.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – Ms. Kuhl announced that the Personnel Committee of City Council would meet Tuesday, October 2nd at 6:30 PM to discuss police department pay increases.

MESSAGE FROM THE EXECUTIVE – Mayor Tom Joyce announced that the Viet Nam wall replica would be coming to Parkersburg September 27th, 2018, to Parkersburg City Park, and he commended the Parkersburg Convention and Visitor's Bureau for their assistance. He also updated Council on our infrastructure projects that are underway, estimated to be about \$5,000,000.00, and includes our new fire station, sidewalks, the Splash Park, and streets.

The Clerk presented a communication from Mayor Tom Joyce re-appointing Betty Camp, 1718 Market Street, to the Parkersburg Tree Commission for a three year term through August 2021.

MOTION – Mr. Barber moved, seconded by Mr. Fox, to confirm the re-appointment, and the motion was adopted by unanimous vote.

The Clerk presented a communication from Mayor Tom Joyce appointing Brian Brady to the Parkersburg Bicycle Board to fill a vacancy through February 28, 2019.

MOTION – Mr. Reynolds moved, seconded by Mr. Mercer, to confirm the appointment, and the motion was adopted by unanimous vote.

PUBLIC FORUM – Sue Ellen Waybright, 2617 Division Street Extension, thanked everyone involved with the kid's project at Jefferson Elementary this past week-end, where they painted a mural in the street with the assistance of the Art Center. She also reminded the City about a social media policy as she has seen attacks on Facebook, and said the public should be respected from name-calling, as the public is not allowed to be disrespectful during Council meetings.

CITY COUNCIL PUBLIC FORUM – Ms. Kuhl also expressed her appreciation to everyone who helped with the mural painted on Plum Street by kids 2-12 years of age with adult supervision. She recognized Rickie Yeager and the Development Department, and those who helped from the police and fire departments.

Mr. Mercer stated that last week, Council participated in the ground-breaking of our new fire station at 16th and Covert Streets, and commended everyone who has worked to make this project happen.

Mr. Carpenter said they had a good turnout with the Avery Street Historic District residents and others who cleaned the sidewalk on Quincy Street down to 13th Street. They will continue next month. He also recognized Rickie Yeager who began the paperwork for the Avery Street streetscape project. The project has begun and will be inconvenient for a while, but is very important to the district, he said.

Mr. Barber stated that residents in his area have had cleanups for several years in the community, and the next one is October 13th. Everyone is invited to help and lunch will be provided.

Mr. Fox stated that, as a member of Council's finance committee, he hopes that any raises for employees will go through the Finance Committee as well, before it comes to the full Council. President Reed said that was debated and at this time it is going through the Personnel Committee.

ORDINANCE, FINAL READING:

AN ORDINANCE VACATING A TWENTY (20) FOOT WIDE UNNAMED ALLEY
LOCATED ON PARKERSBURG CITY TAX MAP 50 (NORTH),
LYING SOUTH OF 26TH STREET AND WEST OF FAIRVIEW
AVENUE & VACATING UTILITY RIGHT-OF-WAY WITHIN THE TWENTY (20)
FOOT UNNAMED ALLEY

The Municipal Planning Commission of the City of Parkersburg has recommended that an Unnamed 20 Foot Wide Alley located off of 26th Street on City Tax Map 50, between Parcels 118, 119 and 126 be vacated;

WHEREAS, the City believes it proper to do so and,

WHEREAS, the Parkersburg Utility Board, Fire and Police Department do not object to the City releasing its permanent easement for the purpose of ingress and egress, over, along and under said

parcel for the installation, maintenance, location, relocation, and removal of all public utilities of any kind,

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PARKERSBURG HEREBY ORDAINS that the following described property is hereby vacated and closed as a public thoroughfare.

Situate in the City of Parkersburg, County of Wood, State of West Virginia, and being more particularly described as follows:

Beginning at the northeast corner of lot 9 of Littlebrook Addition, recorded in Plat Book 8, Page 52, in the office of the clerk of the county commission of Wood County, West Virginia; Thence with the southerly line of 26th Street, in a southeasterly direction, 20 feet more or less to the northwest corner of lot 2 of the aforesaid addition; Thence leaving 26th Street, and with the westerly lines of lots 2 and 1, of the aforesaid addition; in a southwesterly direction to the southwesterly corner of said lot 1; Thence with the southerly terminus of the 20 foot alley (to be vacated), in a northwesterly direction, 20 feet more or less to the southeast corner of said lot 9, Thence with the easterly line of said lot 9: in a northeasterly direction, to the place of beginning.

This description was prepared by Randy A. Sheppard, Professional Surveyor No. 860, and is based on instruments of record. Reference is being made to a plat attached hereto and made part of this description.

Said vacation and closure shall however be subject to the continuing right of ingress and egress over and across said vacated and closed thoroughfare of the owners of the affected real properties, that being parcels 118, 119 and 126 to afford each said owner access to and from their respective real property. (amended Sept 11, 2018)

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the property owner of City Tax Map 50, Parcel 126 has six months to consolidate the vacated right-of-way with said parcel 126,

BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the utility right-of-way within the to be vacated right-of-way, be released.

Mayor Tom Joyce is accordingly authorized to execute a quitclaim deed conveying the interest of the City of Parkersburg to the abutting property owners.

MOTION – Mr. Stanley moved, seconded by Mr. Reynolds, to adopt the ordinance on final reading, and the motion was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE TO REZONE
PARKERSBURG CORPORATION TAX MAP 47, PART OF
PARCEL B, FROM EXISTING R-3 TO A B-2 ZONE
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
(2501 Dudley Avenue)

PARKERSBURG that the following parcel of real estate situated in the City of Parkersburg, Wood County, West Virginia, be designated as a Business (B-2) Zone:

Being situated in the City of Parkersburg, County of Wood, State of West Virginia, and being more particularly described as follows:

The intent of this description is to rezone the portion of property conveyed to The Most Reverend Michael J. Bransfield Bishop of the Roman Catholic Diocese of Wheeling-Charleston, or his successors in office for the benefit of Saint Margaret Mary Parish in Deed Book 1 131, Page 32 recorded in the office of the Clerk of the County Commission of Wood County, West Virginia, currently zoned R-3 to B-2. Thus making the entire property a B-2 Zone.

This description was prepared by Randy A. Sheppard, Professional Surveyor No. 860, and is based on instruments of record. Reference is being made to a plat attached hereto and made part of this description.

BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that in accordance with the provisions of Article 1345 of the Codified Ordinances of the City of Parkersburg, the zoning of said parcel shall be designated as C-220 and shall be set forth verbatim as adopted and approved by the Ordinance in the bound book entitled, "Official Zoning Map Changes" kept by the City Clerk.

MOTION – Mr. Stanley moved, seconded by Mr. Reynolds, to adopt the ordinance on final reading, and the motion was adopted by unanimous vote.

Community Planning Month Proclamation

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, The American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the City of Parkersburg; and

WHEREAS, we recognize the many valuable contributions made by professional community planners of the City of Parkersburg and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT PROCLAIMED THAT, the month of October 2018 is hereby designated as **Community Planning Month** in the City of Parkersburg in conjunction with the celebration of National Community Planning Month.

Adopted this _____ Day of _____, 2018.

Tom Joyce, Mayor
City of Parkersburg
West Virginia

RESOLUTION

WHEREAS, the Byrne Justice Assistance Grant (JAG) Program assists local governments to enhance law enforcement capabilities; and

WHEREAS, the JAG Program helps to fund a variety of efforts to ensure that local communities have the tools and equipment necessary to build safer communities; and


WHEREAS, the City of Parkersburg has been allocated a direct award of \$21,454 from the JAG Program for Fiscal Year 2018; and

WHEREAS, an additional \$12,119 was awarded to the Wood County Sheriff's Office for a total award of \$33,573.

NOW THEREFOR BE IT RESOLVED, by the City Council of the City of Parkersburg that Mayor Tom Joyce be and hereby is authorized to accept and administer a grant from the JAG Program for the purchase of forty (40) Remington 870P Shotguns for the Parkersburg Police Department and utilize the aforementioned award for Wood County to purchase an X-Ray inspection system for the Wood County Judicial Building.

Sponsored By:

ORDINANCE AUTHORIZING FINANCE DIRECTOR
TO CONDUCT AN ONLINE PUBLIC AUCTION



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 an online public auction sale of personnel property belonging to the City of Parkersburg, in accordance with and pursuant to Article 135.08 of the Codified Ordinance of the City of Parkersburg for 2018.

Sponsored by Councilmen:

AUCTION LIST 2018

1996 GMC TACK TRUCK

1988 FERGUSON 10 TON ROLLER

5 PRE-CAST CONCRETE BOXES

2017 WG W50ri MILLING MACHINE

1974 AIR COMPRESSOR

~~1986 CHEVROLET MILITARY PICKUP~~

POLE TRAILER AND TONGUE

4-TCT BRAND OBSOLETE WALK DON'T WALK HEADS

SIMPLICITY ZERO TURN MOWER

GENERAL 330 HOLE DIGGER

1989 CHEVY S-10

MCCONNEL POWER ARM 91

LMC 3PT FINISH MOWER

1998 VOLVO PACKER

1990 CROSLEY TRAILER

1991 CROSLEY TRAILER

2002 PROTAINER RECYCLING TRAILER


1 FOUR DRAWER FILING CABINET

1 FOUR FOOT WOODEN DESK WITH FOUR DRAWERS

1 ENVELOPE STUFFER

1 POSTAGE MACHINE

AN ORDINANCE AMENDING SECTION 123.14, HIRING INCENTIVE,
OF ARTICLE 123, POLICE DEPARTMENT, OF THE CODIFIED ORDINANCES
OF THE CITY OF PARKERSBURG



THE COUNCIL OF THE CITY OF PARKERSBURG HEREBY ORDAINS that Section 123.14, Hiring Incentive, of Article 123, Police Department, of the Codified Ordinances of the City of Parkersburg be and it is hereby amended with the addition of the following limitation:

123.14 HIRING INCENTIVE

The incentive shall be paid upon successful completion of the applicant's probationary period in the amount of ten-thousand dollars (\$10,000.00). However a successful applicant shall only be eligible for and shall only be permitted to receive one (1) such hiring incentive during and for their career with the Parkersburg Police Department.

Sponsored By Councilpersons Fox, Kuhl, Carpenter

AN ORDINANCE AUTHORIZING MAYOR JOYCE TO EXECUTE A LOAN CONTRACT WITH THE U.S. DEPARTMENT OF HOUSING AND DEVELOPMENT FOR THE PURPOSE OF CONSTRUCTING A NEW FIRE STATION AT 16TH AND COVERT STREET

WHEREAS, Parkersburg City Council previously authorized Mayor Joyce to submit a Section 108 Loan Application to the U.S. Department of Housing and urban Development (HUD), and

WHEREAS, HUD approved said application in their Commitment Letter dated May 30, 2018, and

WHEREAS, in order to execute the Contract for Loan Guarantee Assistance, the City of Parkersburg must provide the necessary collateral, and

WHEREAS, said collateral shall be at least one hundred and twenty-five (125) percent of the principal loan amount, which is \$1.5 million, and

WHEREAS, the City of Parkersburg owns the Municipal Building (One Government Square) free and clear of any liens or liabilities,

NOW THEREFORE BE IT ORDAINED, that the City Council of the City of Parkersburg does hereby authorize Tom Joyce, Mayor to execute the City's Section 108 Loan contract with HUD, and that the Municipal Building, with a physical address of One Government Square, shall be used as collateral for said loan

Sponsored by: John Reed, Sharon Kuhl and Eric Barber

AN ORDINANCE AMENDING AND RE-ENACTING
 THE CLASSIFICATION AND COMPENSATION PLAN FOR THE
 CITY OF PARKERSBURG, TABLE III, POLICE CIVIL SERVICE
 NON EXEMPT POSITION CLASSIFICATIONS

GRADE	POSITION TITLE	CURRENT	PROPOSED
CS-2	Police Officer	\$17.47	\$20.00
CS-5	Police Sergeant	\$19.49	\$22.02
CS-8	Police Lieutenant	\$21.00	\$23.53
CS-9	Police Captain	\$22.52	\$25.05

COLLEGE INCENTIVE:

Associate's Degree \$312.00 per year

Bachelor's Degree \$624.00 per year

Master's Degree \$936.00 per year

This ordinance shall become effective with the first pay period following adoption of the ordinance.

Sponsored by the Personnel Committee of City Council

**AN ORDINANCE VACATING REMAINING UTILITY RIGHT-OF-WAY WITH
AN ABANDONED UNNAMED 20' WIDE BY 600' LONG RIGHT-OF-WAY,
BETWEEN POPLAR & WALNUT STREET, AND 30TH & 31ST STREET,
PREVIOUSLY VACATED (CITY ORD. #O-42), AND LOCATED ON
PARKERSBURG CITY TAX MAP 37.**

The Municipal Planning Commission of the City of Parkersburg has recommended that the remaining utility Right-of-Way within an abandoned unnamed 20' wide by 600' long right-of-way, between Polar & Walnut Street and 30th & 31st Street, be released;

WHEREAS, the City believes it proper to do so and,

WHEREAS, the City abandoned this unnamed right-of-way, per City Ordinance #O-42 on February 14th, 1980 but retained a utility Right-of-Way.

WHEREAS, the Parkersburg Utility Board, Fire and Police Department do not object to the City releasing its permanent easement for the purpose of ingress and egress, over, along and under said parcel for the installation, maintenance, location, relocation, and removal of all public utilities of any kind,

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF
PARKERSBURG HEREBY ORDAINS** that the utility Right-of-Way retained by the City within the abandoned 20' by 600' unnamed right-of-way, be released.

SPONSORED BY: MUNICIPAL PLANNING COMMISSION

Council, I'll scan the pages of this ordinance that are in color, and send them to you separately.

Connie

Parkersburg

Municipal Planning Commission

September 21, 2018

A regular meeting of the Municipal Planning Commission was held on Friday, September 21, 2018 in the Council Chambers Room 2nd Floor, Parkersburg, West Virginia, at 12:30 with Mr. Eric Gumm presiding.

Members Present:

Mr. Francis Angelos
Mr. Rickie Yeager
Mrs. Sherry Dugan
Mr. Jim Greene
Mr. Tom Evans
Mr. Sel Wigal
Mr. Eddie Staats
Mr. Eric Gumm

Members Absent:

Mr. Dave McCrady
Mr. Luke Peters
Mr. Scot Heckert
Mr. Joe Sams
Mr. Sean Andrews
Mr. Charlie Matthews

Staff Present:

Mr. Sam Tuten, City Planner
Mrs. Tammy Bunner, Development Secretary

Others Present:

See attached list

Roll Call

Tammy Bunner noted the roll call with 8 voting members present. A quorum was present.

Minutes

Mr. Rickie Yeager made a motion to approve the minutes from August 24, 2018. Mrs. Sherry Dugan seconded the motion. Motion passed (8-0-0).

President's Report

Mr. Eric Gumm wanted to pay respect to our former Director, Ann Conageski, whose husband passed suddenly.

Planning Administrator's Report

Mr. Tuten announced to everyone that he was leaving the City of Parkersburg due to he accepted a job in Marietta as the Director of Marietta Main Street and that he wanted to thank everyone for their commitment to the Commission and that he had a great experience with the City and enjoyed getting to know everyone.

New Business

- A. Petition to vacate the utility easements within an abandoned unnamed 20' wide by 600' long right of way between Poplar Street and Walnut Street. City Tax Map 37, Parcel 73 / 526 31st Street.

Applicant: Brechbuhler Scales Inc.

Mr. Sam Tuten presented the staff report.

Mr. Gum asked if there were any questions for the staff.

Mr. Gumm asked if Mr. Tuten had heard from other residents.

Mr. Tuten stated that the residents next door, Pamela Burrows, had no issues with the petition.

Mr. Gumm asked if there were any other questions.

The Public Hearing began at 12:52 p.m.

In Favor

Mr. Mike Tamilio with Brechbuhler Scales Inc. 526 31st Street, Parkersburg, wV 26101 stated that the purpose of releasing the utilities is to expand on their existing building. The new construction is due because they have grown out of their existing shop and they need more space to help bring in new hires and help our customers more.

Mr. Tamilio stated that John Coffman from Phoenix Associates located here in Parkersburg is the contractor and is waiting on the next steps.

Mr. Tuten stated that this request will be sent to council for two readings by ordinance. The 2nd reading will be at the end of October.

In Opposition

There was no one in opposition.

Public hearing closed at 12:55 p.m.

Mr. Eric Gumm asked if there were any questions.

Mrs. Sherry Dugan made a motion to accept the petition to vacate the utility easements within an abandoned unnamed 20' wide by 600' long right of way between Poplar Street and Walnut Street. City Tax Map 37, Parcel 73 / 526 31st Street. Mr. Angelos seconded the motion. Motion passed (8-0-0).

Other Business

Mr. Rob Tebay wanted to thank Sam for all he has done for the City.

Adjournment

The meeting adjourned at 12:56 p.m.

Respectfully submitted by:

Tammy Bunner
Development Secretary