

AGENDA FOR PARKERSBURG CITY COUNCIL,  
TUESDAY, NOVEMBER 27, 2018, 7:30 PM  
SECOND FLOOR, COUNCIL CHAMBERS  
MUNICIPAL BUILDING

- I. CALL TO ORDER – Council President, John Reed
- II. ROLL CALL
- III. MINUTES - special Council meeting October 29, 2018
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. RESOLUTIONS
  1. Resolution stating that the dates for City Council meetings in December shall be December 11<sup>th</sup> and 18<sup>th</sup>, 2018, due to Christmas. (Sponsored by Councilmen Fox, Reed, and McCrady)
- XI. ORDINANCE, FINAL READING
  2. An ordinance amending section 783.03, Floodwall Maintenance Fees, to eliminate the fees after January 1, 2019. (Sponsored by the Committee of the Whole)
- XIII. ADJOURNMENT

October 29, 2018

The Council of the City of Parkersburg met in regular session Monday, October 29, 2018 at 5:30 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, Mike Reynolds, Zach Stanley, Jeff Fox, and John Reed.

MESSAGE FROM THE EXECUTIVE – there was no message.

PUBLIC FORUM – Debbie Shahan, 2307 Plum Street, asked City Council to be responsible as they consider the six budget revision this evening, since these funds come from hard-earned wages. The City does not have an electric car charging station, or a dog park, she said. There are the types of things that enhance the overall quality of life for our citizens. Be responsible and guard their money, she said. She also noted that there are people in the Beechwood area who typically do not come to Council to speak.

City Attorney, Joseph Santer, reminded City Council that the floodwall fees had been reduced in a previous budget. President Reed stated that Parkersburg has several car charging stations at car dealerships and some hotel locations, and plans for two at the splash park at City Park.

MOTION – Mr. Carpenter moved, seconded by Mr. Fox, that City Council resolve into the Committee of the Whole to discuss the revisions.

Ms. Kuhl said she did not know why we were going into the Committee of the Whole, since the revisions went to committee and every Councilman had the opportunity to speak. No one spoke during the last Council meeting, and one person this evening has addressed the revisions.

Mr. Carpenter said he would like to have input from all nine Councilmen, and not five.

VOTE – the motion was adopted by majority vote, as follows:

VOTING 'YES'	VOTING 'NO'
Mr. Mercer	Mr. McCrady
Mr. Barber	Ms. Kuhl
Mr. Carpenter	Mr. Stanley
Mr. Reynolds	Mr. Reed
Mr. Fox	

President Reed appointed Mr. Stanley to preside over the Committee of the Whole. The meeting and discussion lasted almost two hours. During this time, six budget revisions were considered, as follows:

#### 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 2018-2019 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			
Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
299-00	FUND BALANCE	32	341,230	9,623,062	FY18 SURPLUS APPROPRIATION
MAYORS OFFICE					
409-223-000	PROFESSIONAL SERVICES	32,000	3,000	35,000	GRANT WRITING SERVICES
DEVELOPMENT					
421-230-000	CONTRACTUAL SERVICES	127,750	37,500	165,250	IRS SERVICES
CONTRIBUTIONS TO OTHER GOVERNMENTS					
444-567-025	CONTRIB - STATE OF WV		31,250	31,250	WVDOH MULTI-USE TRAIL GRT MATCH
CODE ADMINISTRATION					
436-230-000	CONTRACTUAL SERVICES	85,000	34,180	119,180	DEMOS & GRASS/WEEDES MOWING SVS
TRANSFERS TO OTHER FUNDS					
444-566-001	TRANSFERS TO CAPITAL RESERVE	0	59,925	3,383.93	5 TRANSFER TO CAP RES - SIGN TRUCK
POLICE DEPARTMENT					
700-353-000	COMPUTER SOFTWARE		76,591	76,591	RMS IMPLEMENTATION SERVICES
STREET DEPARTMENT					

750-230-000 CONTRACTUAL SERVICES	7,500	24,103	31,603 SIDEWALK PROGRAM CONTRACTED SVS
STREET CLEANING & SNOW REMOVAL			
756-341-007 SUPPLIES - SALT	40,000	21,268	61,268 FINAL FY18 SALT CONTRACT ORDER
PARKS & RECREATION			
900-230-000 CONTRACTUAL SERVICES	34,500	23,413	57,913 ENV REVIEW, 7/4 FIREWORKS
900-458-000 CAPITAL OUTLAY - OTHER		30,000	30,000 MULTI-USE TRAIL LAND PURCHASE
FUND BALANCE			
		341,230	

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## GENERAL FUND

Account	Description	Current Budget	Proposed adjustment	Revised	Comments
299-00	Fund Balance	\$9,623,062	\$534,041	\$10,157,103	FY18 surplus
STORMWATER MGMT					
805-230-000	Contract Service	116,000	263,000	379,000	Rehab existing sys.
805-458-000	Cap outlay improve	9,000	<u>271,041</u>	280,041	Const. new drainage
			534,041		

The above resolution proposes to revise the FY19 General Fund budget to appropriate \$523,000, representing a partial amount of the anticipated FY18 budget surplus, in the Storm water Management Division for the purposes of rehabilitating various existing drainage systems and the construction of new drainage systems

## 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 Fund for the Fiscal Years 2018-2019 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

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE					
444-566-420	FUND BALANCE	10,417,44	908,568	1,326,008	FY18 SURPLUS APPROPRIATION
INFORMATION TECHNOLOGY					
414-230-050	CONTRACTUAL SERVICES - IT	5,000	(5,000)		REALLOCATE TO 414-341-050
414-341-050	DEPARTMENTAL SUPPLIES IT	3,000	59,000	62,000	NETWORK BUILDOUT (PARKS/REMOTE)
414-459-000	CAPITAL OUTLAY - EQUIPMENT	12,000	16,000	28,000	CORE UPGRADE; HIGH CAPACITY STG
DEVELOPMENT					
421-230-000	CONTRACTUAL SERVICES	127,750	10,000	137,750	MASTER PLAN EST
TRANSFERS TO OTHER FUNDS					
444-566-001	TRANSFER OUT - CAPITAL RESERVE	2,324,010	64,000	2,388,010	TRANSFER TO CAPITAL RESERVE
444-566-036	TRANSFER OUT - USER FEE FUND	1,501,700	454,740	1,956,440	TRANSFER TO USER FEE FUND
POLICE DEPARTMENT					
700-106-000	RETIREMENT EXPENSE	2,532,159	100,000	2,632,159	ADDT'L PD PENSION CONTRIBUTION
FIRE DEPARTMENT					
706-106-000	RETIREMENT EXPENSE	2,419,873	100,000	2,519,873	ADDT'L FD PENSION CONTRIBUTION
706-458-000	CAPITAL OUTLAY - OTHER		70,000	70,000	Station #4 PROPERTY ACQUISITION
PARKS & RECREATION					
900-230-000	CONTRACTUAL SERVICES	34,500	34,828	74,328	PARKS IMPROVEMENTS
			908,568		

The above resolution proposes to revise the FY19 General Fund budget to reflect the remainder of the FY18 fund balance requiring reappropriation.

**RESOLUTION**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or designee, be authorized to revise the Adopted Budget for 2018-2019 Fiscal Year to reflect the following changes:

**CAPITAL RESERVE FUND**

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
<b>REVENUE</b>					
369-000-000	TRANSFERS IN FROM OTHER FUNDS	2,674,010	123,925	2,797,935	FY18 PO CARRYOVER
<b>CAPITAL OUTLAY - EQUIPMENT</b>					
436-459-000	EQUIPMENT - CODE ADMIN	36,000	4,000	40,000	ADDITIONAL CODE VEHICLE
756-459-000	EQUIPMENT -STREET CLEANING	425,000	119,925	544,925	SIGN TRUCK C/O; ST SWEEPER
			4,000		

The above resolution proposes to revise the 2018-2019 Capital Reserve Fund budget to correspond with the General Fund revision to account for the carryover of an outstanding PO for a sign truck currently being manufactured as well as account for the actual cost returned for a street sweeper and an additional appropriation for a new Code Enforcement vehicle.

**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 2018-2019 Fiscal Year to reflect the following changes:

**USER FEE SPECIAL REVENUE FUND**

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
<b>REVENUE</b>					
369-000-000	Trans in - other funds	\$1,571,700	\$454,740	\$2,026,440	General Fund trans. in
<b>CAPITAL OUTLAY</b>					
750-4580005	Street Improvements	3,671,700	454,740	4,126,440	Add to spring 2019 street proj.

The above resolution proposes to revise the 2018-2019 User Fee Special Revenue Fund budget to reflect the corresponding General Fund revision to transfer \$454,740 into the fund to go toward the spring 2019 street rehabilitation project. This will bring the total estimated spring 2019 resources to \$1,956,440.

**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 2018-2019 Fiscal Year to reflect the following changes:

**PARKING FUND**

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
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PARKING  
571-353-000 COMPUTER SOFTWARE

10.635 10,635 RMS IMPLEMENTATION SERVICES

		MEMORIAL BRIDGE FUND			
Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
MEMORIAL BRIDGE					
570-212-000	OUTSIDE PRINTING	45,000	28,303	73,303	ANNUAL TICKET BOOK ORDER
570-223-005	ENGINEERING SVS - RATING	5,000	46,228	51,228	GUSSET PLATE RATING PO
			74,531		

The above resolution proposes to reappropriate outstanding FY 18 purchase orders that were issued from prior appropriations and for which the City is contractually obligated to fulfill.

Concerning charging stations, Mr. Carpenter said this was an opportunity to look at one for the City with these carryover funds. He did not know they were at the car dealerships. Since we are asking for \$4,000.00 for a vehicle for the Code Department, maybe we could buy an electric car. Pickering has offered to put in a charging station at the City Building for a pilot program, and as we replace cars, we should consider electric cars.

Hampton Inn has a charging station, Mr. Reed stated, and the company that puts them in pays for everything, and they deserve the revenue from it. He believes there are enough stations, and no cost to the City. On a nationwide blog, it is not good that Parkersburg is not included as having super charging stations, but we don't have to contribute tax dollars for that to happen. It should be a priority, but not as an issue this evening, he said.

Mr. Carpenter asked Mayor Joyce for his thoughts. The Mayor said he does not think we should invest for public consumption without a cost. Maybe we could do a better job marketing. The \$4,000.00 we budgeted for the code vehicles is to add to \$36,000.00 to purchase two new vehicles. Without tax breaks he does not think we could invest in the charging stations. At one time there were huge tax breaks. Upfront costs would be extensive, he said. Electric cars have their use, but we would pay more than \$20,000.00 to buy one and he will not buy a used electric vehicle. We provide a lot of free things for people and we provide protection for people who don't pay their fees.

Discussion continued on the other line items and resulted in the following motions.

MOTION – Mr. Carpenter moved, seconded by Mr. Fox, to move \$100,000.00 from the police department retirement expense, 700-106-000; and \$20,000.00 from fire department retirement expense, 706-106-000 for a pay increase for City employees beginning January 1, 2019.

Discussion followed concerning a pay study that is due the end of November that may give us better information for possible increases.

VOTE - the motion failed with all members voting "no" with the exception of Mr. Mercer, Mr. Carpenter and Mr. Fox, who voted "yes".

MOTION – Mr. Carpenter moved, seconded by Mr. Fox, to eliminate the flood wall fees immediately and move \$80,000.00 to the Stabilization Fund, - \$40,000.00 from police pension, and \$40,000.00 from fire pension.

VOTE – the motion was adopted by majority vote, as follows:

VOTING 'YES'	VOTING 'NO'
Mr. Mercer	Mr. McCrady
Mr. Barber	Ms. Kuhl
Mr. Carpenter	Mr. Reed
Mr. Reynolds	Mr. Reed
Mr. Fox	

MOTION – Mr. Stanley moved, seconded by Ms. Kuhl, to rise and report to City Council that they have concluded deliberations on the revisions, and the motion was adopted by unanimous vote.

(AS CITY COUNCIL)


MOTION – Mr. Reynolds moved, seconded by Mr. Barber, to adopt the six budget revisions, as amended.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that due to Christmas being the fourth Tuesday of December, City Council meetings for December shall be December 11, 2018 and December 18, 2018.

Sponsored by Councilmen Fox, Reed, and McCrady

An Ordinance Amending  
Section 783.03, Floodwall Maintenance  
Fees Imposed, Of Article 783,  
Floodwall Fees, Of The  
Codified Ordinances Of The  
City Of Parkersburg



Be It Ordained By The Council Of The City Of Parkersburg that Section 783.03, Floodwall Maintenance Fees Imposed, of Article 783 of the Codified Ordinances of The City of Parkersburg be and it is hereby amended with the addition of subpart (j) as follows:

783.03 (j)

The imposition of any and all future annual floodwall fees imposed under this article shall cease and be eliminated from and after January 1, 2019.

Sponsored By City Council Committee of the Whole.