

AGENDA FOR PARKERSBURG CITY COUNCIL,  
TUESDAY, JUNE 23, 2020 7:30 PM  
**MEETING IN CITY COUNCIL CHAMBERS,**  
SECOND FLOOR, MUNICIPAL BUILDING

ALL ATTENDING RESPECTFULLY REQUESTED TO  
WEAR A MASK OR FACE COVERING,  
6' SOCIAL DISTANCING WILL BE OBSERVED

EXECUTIVE CONFERENCE ROOM AVAILABLE  
FOR OVERFLOW PUBLIC, VIDEO AND AUDIO INCLUDED

- I. CALL TO ORDER – Council President, Mike Reynolds
- II. ROLL CALL
- III. MINUTES – Council meeting held June 2, 2020
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
  1. Proclamation for Alzheimer's and Brain Awareness Month
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM – Update requested on the speed waterslide at City Park, including invoices and or quotes for materials and installation. (Councilmen Mercer, McCrady, and Reynolds.)
- VIII. RESOLUTIONS
  1. Resolution appointing Mr. Michael Evans, 57 South Lake Drive, Parkersburg, to the Parkersburg Utility Board for a term to expire June 23, 2024. (Sponsored by Councilmen Kuhl, McCrady, Mercer, and Carpenter)
  2. Resolution approving the FY 2020-2024 Five Year Consolidated Plan, the FY 2020 Annual Action Plan, and the Analysis of Impediments to Fair Housing Choice, and Authorizing the filing of the plans with the U. S. Department of Housing and Urban Development (HUD) (Sponsored by the Finance Committee of City Council)
  3. Resolution authorizing Mayor Tom Joyce to submit a grant application in the amount of \$150,000 for a recycling assistance grant, no match required. (Sponsored by Councilmen Kuhl, Reynolds, Reed, Fox, Carpenter, McCrady, and Stanley)
- IX. ADJOURNMENT

NOTE – Next meetings July 14<sup>th</sup> and 28<sup>th</sup>, 2020

June 2, 2020

The Council of the City of Parkersburg met in regular session Tuesday, June 2, 2020 at 7:30 PM, in the City Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

Because of the COVID-19 pandemic, seating for City Council members were staggered to allow six feet between members for social distancing, and there were six seated at their regular positions, and three members in front.

Mayor Tom Joyce and City Clerk Connie Shaffer were seated at their regular places. City Attorney, Joe Santer, was there by conference call.

Members of the public were in the Executive Conference Room on the second floor, and could hear the meeting from there. Social distancing was observed.

The meeting was called to order by Council President, Mike Reynolds, who presided over the meeting. Those attending included Councilmen Dave McCrady, Sharon Kuhl, Bob Mercer, Eric Barber, JR Carpenter, John Reed, Zach Stanley, Jeff Fox and Mike Reynolds.

MINUTES – the clerk presented the minutes from the meeting held May 15, 2020 and May 19, 2020. With no additions or amendments, the minutes were approved as previously distributed.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – there were no reports.

MESSAGE FROM THE EXECUTIVE – Mayor Tom Joyce stated that he had received a lot of phone calls concerning a peaceful protest march on Market Street over the week-end and another one may be scheduled for tomorrow. This is because of a police brutality deadly incident in Minneapolis recently.

Mayor Joyce thanked the Parkersburg Police Department, the Wood County Sheriff's Department, Vienna Police Department, and Washington County Ohio officers who helped keep us safe. He said he appreciated the protesters themselves who were peaceful and not aggressive. We will take the same course of action tomorrow and we have a plan to keep persons and property safe. We do not outsource public safety, and there are no plans to ask for assistance from any groups, he said.

The Mayor also announced that fireworks would be seen from Fort Boreman Hill this year for July 4<sup>th</sup>, and he thanked the Wood County Commission for approving that location. Area auto dealers will pay for the fireworks and the Mayor stated his appreciation to them. Fire Chief, Jason Matthews will take responsibility for all safety matters. We do not want crowds to gather in the City Park at this time, he said, because of the COVID-19 pandemic.

Jimmy Dixon, Greenscape Landscaping, once again has donated his time and materials for landscaping at the entrance on Blizzard Drive into South Wood Park, and Mayor Joyce thanked him publicly for that kind offer. We also appreciate local area Pipefitters for new railings at South Wood Park pool area.

The City applied for relief funds through the Governor's office for personnel costs as we go through the COVID-10 pandemic, but our request was rejected at this time by State officials. The West Virginia municipal League and others will continue to work with the State on this matter. Our application was very accurate, but still denied for March. It was disheartening, Mayor Joyce said, but we will submit our request for April and May.

The reason a lot of our usual summer tasks are not being completed is because we usually have eight part time workers in the parks and at this time we have one. Trimming is not being done, Mayor Joyce said, and trash is not being removed as quickly as usual. We are not neglecting it, but we can only do so much. Our revenues will be down significantly because so many businesses are closed because of the pandemic.

PUBLIC FORUM – The public was invited to call or send emails to the City Clerk while the public forum is temporarily closed due to the pandemic. The clerk read fourteen (14) separate emails from the public with an overwhelming majority asking for the forum to be allowed in the City Council Chambers.

At one point, Mr. Stanley moved, seconded by Mr. Mercer, to allow the clerk to continue with an email that took more than three minutes, and the motion was adopted by unanimous vote, and the email was read in full.

Emails included: Christi Walcutt, 1723 20<sup>th</sup> Avenue, eyesore at 2102 Nash Street; Sue Ellen Waybright, bring public forum back; Jean Ambrose, 4435 Volcano Road, Walker, WV, bring public forum back; Daryl Cobranchi, 1360 Market Street, bring back public forum; Wendy Tuck, 1020 14<sup>th</sup> Street, return public forum; Kim van Rijn, 608 13<sup>th</sup> Street, re-open public forum; Mark P. Dasher, 608 13<sup>th</sup> Street, condition of property at 601 13<sup>th</sup> Street; Laura Garcia, 429 Tanner Lane, Walker, WV, re-instate public forum; Rodney Wilson, 429 Tanner Lane, Walker, WV, heartwarming to see peaceful protest; Kim Kramer, 1408 42<sup>nd</sup> Street, bring back public forum; Jennifer Bryant, Market Street, disappointed that Council removed public forum 2) IT problem with livestream of council meeting, and 3) to commend the City on the way the march Sunday was handled; Eric Engle, 1800 Liberty Street, tips to handle public forum; Judith Peascoe thanking Police officers for their professional behavior during recent demonstration; Warren Peascoe, asks how the City will handle handicap accessible lane for outside dining as we open up from Covid.

CITY COUNCIL FORUM – Councilwoman Sharon Kuhl stated that she voted to close the public forum temporarily because of social distancing, but she is asking that it be restored by resolution at our next Council meeting, as some of the restrictions are being eased by the Governor and our local Health Department.

MOTION – Mr. Reed moved, seconded by Ms. Kuhl, to retract Council's recent amendment to their rules and regulations, and allow the public forum in Council Chambers, and the motion was adopted by unanimous vote.

June 2, 2020

The clerk read a communication from Mayor Joyce asking Council to confirm the re-appointment of Ms. Amber Haid, 1619 Washington Avenue to the PHS/Washington Avenue Architectural Review Board for a term to expire June 24, 2023.

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

ORDINANCE, FINAL READING:

AN ORDINANCE GRANTING AN EXEMPTION OF FIVE-HUNDRED DOLLARS (\$500.00) IN THE AMOUNT OF TAX COMPUTED FOR THE SECOND QUARTER OF 2020 UNDER ARTICLE 779, BUSINESS AND OCCUPATION TAX FOR CERTAIN RETAIL SALES, SERVICE BUSINESSES, AND LANDLORDS AND FURTHER EXTENDING THE TIME FOR SUCH BUSINESSES TO FILE THEIR TAX RETURNS AND PAY ANY TAX DUE FOR SAID SECOND QUARTER

WHEREAS, the steps taken to limit the spread of the novel coronavirus (Covid-19) required and continues to require many businesses to temporarily close or reduce services; and

WHEREAS, such steps have dramatically and negatively affected many businesses and their employees in the City of Parkersburg and throughout the larger community; and

WHEREAS, the City desires to aid those businesses and individuals most vulnerable to such negative financial impacts; and

WHEREAS, the City of Parkersburg has determined that one measure of relief to such businesses is to grant a temporary and limited exemption in the sum of tax due and payable by certain businesses.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that Article 779, Business and Occupation Tax, of the Codified Ordinances of the City of Parkersburg be and it is hereby amended as follows:

Section 779.13 EXEMPTIONS.

There is hereby granted a onetime exemption applicable only to the tax due and payable for the second quarter of 2020 (APRIL-JUNE) of Five-hundred dollars (\$500.00) for the following businesses:

1. Business of Selling Tangible Property (Section 779.05) Said exemption shall however only apply to personal property sales and including the sale of food and the services incidental to such food sales.
2. Service, Business, or Calling (Section 779.09).
3. Business of Furnishing Property for Hire (Section 779.10) Said exemption shall only apply to real property rentals or leases.

Said exemption is applicable only to the B&O tax due and payable from said businesses for the gross proceeds of the sale or gross income of said business, trade or calling for the second quarter of 2020 and may not be carried over or utilized for any other quarter.

Section 779.15 Computation of Tax; Payment.

The taxpayers described and listed above and to whom the \$500.00 exemption is applicable shall be granted an extension in the date due for the filing of the B&O tax return and payment of the quarterly installment of said tax (April-June) to the last day of August, 2020.

Said \$500.00 exemption and extension in time to file and pay any B&O tax shall not affect any other category of or type of business in Article 779.

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

The meeting adjourned at 8:00 PM.

  
\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council President

# Proclamation

This measure would recognize the month of June 2020 as Alzheimer's and Brain Awareness Month, would recognize June 20, 2020, as The Longest Day in West Virginia, and would urge all residents to wear purple on this day to help spread global awareness of the Alzheimer's Association's vision of imagining a world without Alzheimer's disease and other dementia.

**WHEREAS**, The month of June 2020 has been declared Alzheimer's and Brain Awareness Month to help spread awareness of this debilitating disease and the need to increase efforts to combat its human and economic costs; and

**WHEREAS**, The summer solstice, June 20, 2020, has been declared The Longest Day, with teams around the world coming together to honor the strength, passion, and endurance of people facing Alzheimer's disease with a day of activity and advocacy; and

**WHEREAS**, Alzheimer's disease, a progressive neurodegenerative brain disorder, tragically robs individuals of their memories and leads to mental and physical impairments; and

**WHEREAS**, West Virginia has 39,000 residents living with Alzheimer's and by 2025 will have a projected 44,000 residents living with the disease; and

**WHEREAS**, West Virginia Medicaid spent \$445 million caring for people with Alzheimer's; and

**WHEREAS**, Alzheimer's disease is always fatal and today it is the sixth leading cause of death; and

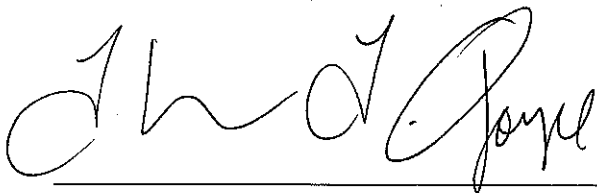
**WHEREAS**, Alzheimer's disease is a family disease impacting West Virginia spouses, partners, children, siblings, and other relatives who provide unpaid assistance to a loved one; and

**WHEREAS**, West Virginia caregivers devote 120 million total hours of unpaid care to family members valued at over \$1.5 billion in nongovernment financial support; and

**WHEREAS**, Individuals living with Alzheimer's disease and their caregivers need acknowledgement, support, and services to meet their needs over the lengthy progression of Alzheimer's disease and related dementias; now, therefore, be it

Resolved the City of Parkersburg recognizes the month of June 2020 as Alzheimer's and Brain Awareness Month, recognizes June 20, 2020, as The Longest Day in Parkersburg, WV, and urges all residents to wear purple on this day to help spread global awareness of the Alzheimer's Association's vision of imagining a world without Alzheimer's disease; and be it further

Resolved, that the City Council transmit copies of this resolution to the author for appropriate distribution.



Tom Joyce, Mayor of City of Parkersburg



## RESOLUTION

WHEREAS, a vacancy has occurred for a member of the Parkersburg Utility Board due to the resignation of Mr. John Lutz, a sixteen-year long distinguished member; and

WHEREAS, Mr. Michael Evans, 57 South Lake Drive, Parkersburg, WV has expressed a desire and willingness to serve as a member of this board; and

WHEREAS, Mr. Evans meets all qualifications to be a member of the Board, and is a forty (40) year resident of our City, with twenty (20) at the current address; and is a retired chemical engineer from DuPont;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that Mr. Michael Evans be appointed to serve as a member of the Parkersburg Utility Board for a term to expire June 23, 2024.

**A RESOLUTION OF THE CITY OF PARKERSBURG  
APPROVING THE FY 2020-2024 FIVE-YEAR CONSOLIDATED PLAN, THE  
FY 2020 ANNUAL ACTION PLAN, & THE ANALYSIS OF IMPEDIMENTS  
TO FAIR HOUSING CHOICE AND AUTHORIZING THE FILING OF THE  
PLANS WITH THE U.S. DEPARTMENT OF  
HOUSING AND URBAN DEVELOPMENT (HUD)**

**WHEREAS**, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the prevention or elimination of slums or urban blight, or activities which will benefit low- and moderate-income persons, or other urgent community development needs; and

**WHEREAS**, under the HOME Investment Partnership Program created by the National Affordable Housing Act of 1990, as amended, the Secretary of HUD is authorized to extend financial assistance to participating jurisdictions to expand the supply of decent, safe, sanitary, and affordable housing; and

**WHEREAS**, the U.S. Department of Housing and Urban Development has advised the City of Parkersburg that under Fiscal Year 2020, the City is eligible to apply for an entitlement grant under the Community Development Block Grant (CDBG) Program in the amount of \$900,469 and \$15,000 in Program Income and HOME Investment Partnerships (HOME) Program in the amount of \$351,911 and \$180,000 in Program Income; and

**WHEREAS**, the City of Parkersburg's Development Department has prepared a FY 2020-2024 Five-Year Consolidated Plan, FY 2020 Annual Action Plan, and Analysis of Impediments to Fair Housing Choice for Fiscal Years 2020 - 2024, which proposes how the entitlement grant funds will be expended to address the housing and community development needs identified in the City's Five-Year Consolidated Plan along with an Analysis of Impediments to Fair Housing Choice; and

**WHEREAS**, a draft of the FY 2020-2024 Five-Year Consolidated Plan, FY 2020 Annual Action Plan, and Analysis of Impediments to Fair Housing Choice was on public display from May 22, 2020 through June 22, 2020 and the City held a series of public meetings and hearings on the said Plans and the comments of various agencies, groups, and citizens were taken into consideration in the preparation of the final documents.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF PARKERSBURG, WOOD COUNTY, WEST VIRGINIA, AS FOLLOWS:**

**SECTION 1.** That the FY 2020-2024 Five-Year Consolidated Plan, FY 2020 Annual Action Plan, and Analysis of Impediments to Fair Housing Choice is hereby in all respects APPROVED and the Mayor is hereby directed to file a copy of said Five-Year

Consolidated Plan, Annual Action Plan, and Analysis of Impediments for Fiscal Year 2020.

**SECTION 2.** That the City is COGNIZANT of the conditions that are imposed in the undertaking and carrying out of the Community Development Block Grant Program and the HOME Investment Partnerships Program with Federal financial assistance, including those relating to (a) the relocation of site occupants, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin, and other assurances as set forth under the required HUD Certifications.

**SECTION 3.** That the Mayor, on behalf of the City of Parkersburg, West Virginia, is AUTHORIZED to file an Application for financial assistance with the U.S. Department of Housing and Urban Development which has indicated its willingness to make available funds to carry out the CDBG Program in the amount of \$900,469 and the HOME Program in the amount of \$351,911; and its further AUTHORIZED to act as the authorized representative of the City of Parkersburg to sign any and all documents in regard to these programs.

**SECTION 4.** That the Mayor, on behalf the City of Parkersburg, West Virginia, is AUTHORIZED to provide assurances and/or certifications as required by the Housing and Community Development Act of 1974, as amended; and any other supplemental or revised data which the U.S. Department of Housing and Urban Development may request in review of the City's Application.

Sponsored by: City Council - Finance Committee

**WEST VIRGINIA RECYCLING ASSISTANCE GRANT PROGRAM  
2021 GRANT APPLICATION RESOLUTION**

**WHEREAS**, recycling helps to reduce the need for new landfills and extends the useful life of present landfills; and

**WHEREAS**, recycling also allows valuable materials to be reused; and

**WHEREAS**, the City of Parkersburg has established a Recycling Center to help residents, living in the community, recycle materials; and

**WHEREAS**, the City of Parkersburg operates a curbside recycling program, as well as the Recycling Center where people can drop off recycling materials; and

**WHEREAS**, interest in the City of Parkersburg's curbside service program continues to increase, along with the amount (lbs.) of materials being dropped off at the recycling center; and

**WHEREAS**, the amount of materials being dropped-off, particularly cardboard, has increased significantly since the start of the Coronavirus Pandemic; and

**WHEREAS**, the amount of materials being diverted from landfills continues to increase; and

**WHEREAS**, the City of Parkersburg is committed to providing residents with the best level of service and is therefore seeking grant funds to replace an old recycling baler and fabricate new holding bins for cardboard, as well as enlarge the drop-off location (paved) area, purchase and install additional lighting for the 24<sup>th</sup> Street approach and a new emergency blue light box at the drop-off location;

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Parkersburg, that Mayor, Tom Joyce be and hereby authorized to submit a grant application in the amount of \$150,000 to the West Virginia Department of Environmental Protection, Division of Land Restoration, for a Recycling Assistance Grant, which does not require any cash or in-kind match.

Sponsored by: Kuhl, Reynolds and Stanley