

AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, OCTOBER 27, 2020 7:30 PM
MEETING IN CITY COUNCIL CHAMBERS,
SECOND FLOOR, MUNICIPAL BUILDING

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

- I. CALL TO ORDER - Council President, Mike Reynolds
- II. ROLL CALL
- III. MINUTES - Council meeting held October 13, 2020
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. ORDINANCE, FINAL READING
 1. An ordinance authorizing the Finance Director to conduct an online auction 2020. (Sponsored by Councilmen Reed, McCrady and Stanley)
 2. An ordinance creating and establishing the West Virginia Land Reuse Agency, Article 171, pursuant to Chapter 31, article 18E of the WV code. (Sponsored by Councilmen Barber, McCrady, Kuhl, Mercer, Reynolds, Reed, and Stanley)
 3. An ordinance vacating the southerly 25 feet portion of West Virginia Avenue, lying east of Poplar Street and west of City Tax Map 29, Parcel 28, 560' more or less. (Sponsored by the Municipal Planning Commission)
- IX. MISCELLANEOUS
 4. Forms from The Parkersburg News and Sentinel covering circulation and qualifications for their newspapers. (receive and file)
- X. ADJOURNMENT

Next meeting Nov. 10th and 24th; Dec. 8 & 22nd)

The Council of the City of Parkersburg met in regular session Tuesday, October 13, 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.

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 September 22, 2020, and with no amendments, they were adopted as previously distributed.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – Councilman Stanley reported that the Finance Committee met this evening and sent forth nine budget revisions for approval.

MESSAGE FROM THE EXECUTIVE:

The Clerk read the following Proclamation in full for 2020 National Disability Employment Awareness Month:

Whereas, the City of Parkersburg has made great strides over the years by installing accessible sidewalk and curb cuts, greater accessibility at the City Park Pool, building a splash pad and working with groups to improve the playground equipment to help make the city more physically accessible for all.

Whereas, the city of Parkersburg has a commitment to being an inclusive community for people with and without disabilities.

Whereas, workplaces welcoming the talents of all people, including people with disabilities, are a critical part of our efforts to build an inclusive community and strong economy.

In this spirit, the City of Parkersburg, West Virginia is recognizing Down Syndrome Awareness Month, Learning Disability Awareness month and National Disability Employment Awareness Month this month to raise awareness about disability employment issues and celebrate the many and varied contributions of people with disabilities. Activities during this month will reinforce the value and talent people with disabilities add to our workplaces and communities and affirm Parkersburg's commitment to an inclusive community.

Whereas, The Arc of the Mid-Ohio Valley, is establishing a cafe to provide an inclusive venue for employment and vocational training for people with and without disabilities, to foster full inclusion and participation for all, and to enhance our community and recognize the valuable contributions people with disabilities provide in the workplace and in our community every day.

Whereas, The Arc of the Mid-Ohio Valley will be collaborating with SW Resources and Westbrook Health Services for vocational and employment supports at the cafe.

Therefore we, the City of Parkersburg, West Virginia does hereby proclaim October 2020 as Down Syndrome Awareness Month, Learning Disability Awareness Month and National Disability Employment Awareness Month. In doing so, we call upon employers, schools and other community organizations in Parkersburg, West Virginia to observe this month with appropriate programs and activities, and to advance its important message that people with disabilities are equal to the task throughout the year.

Signed, Mayor Tom Joyce

Mayor Joyce introduced Doug Hess from SWR and our Finance Director, Eric Jiles who is also on that Board of Directors, and they received applause and a standing ovation for the work done in this area.

Mayor Joyce then announced that he would be donating \$280.00 to Breast Cancer Awareness, since several members of Council and staff wore pink today, at the Mayor's request.

Development Director, Rickie Yeager, updated City Council concerning the funding for four homes on parcels donated and also purchased with HUD funds from Mr. Harold Johnson. The plan is for affordable housing, single family, and they are on schedule.

He also announced that we have received \$19,000.00 COVID-19 money from reimbursement that will be used to help more households. We have been meeting with applicants for small business loans, and we have allocated \$300,000.00 for that.

PUBLIC FORUM – Mr. Roy Hayhurst, 1730 Covert Street, told Council that his neighbor is throwing bird seed in front of his house causing many pigeons to come near his house. He thinks it is malicious behavior, and he is aware of article 505.21 concerning our City being a bird sanctuary, but he believes the pigeons are a nuisance. He said he has begged the City for a solution.

Ms. Sue Ellen Waybright, Division Street Ext. spoke to Council about the lack of respect from someone on City Council. She said she was not running for office, but freedom of speech is not to be used to step on other people, or attack ordinary people. She said she and Jennifer Bryant asked for a Code of Conduct two years ago. She said the City should take steps to fix the lack of respect problem. (Council allowed her to speak over three minute limit by unanimous vote.)

CITY COUNCIL FORUM – no comments.

RESOLUTION:

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from the State Auditor's Office for the following budget revision within the General Fund for the Fiscal Year 2020-2021 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 & REVENUE					
299-00	FUND BALANCE	500,000	180,577	680,577	PARTIAL FY20 SURPLUS CARRYOVER
365-000-000	FEDERAL GRANTS	127,775	<u>86,792</u>	214,567	DOJ CESA GRANT CARRYOVER
SUBTOTAL - REVENUE			267,369		
COUNCIL					
410-211-000	TELEPHONE/COMM EXPENSE	344	110	454	FY20 PO FULFILLED AFTER 6/30
FINANCE					
414-211-000	TELEPHONE/COMM EXPENSE	10,219	110	10,329	FY20 PO FULFILLED AFTER 6/30
414-230-000	CONTRACTUAL SERVICES	60,000	<u>9,000</u>	69,000	FY20 PO FULFILLED AFTER 6/30
			9,110		
ENGINEERING					
420-211-000	TELEPHONE/COMM EXPENSE	4,186	110	4,296	FY20 PO FULFILLED AFTER 6/30
DEVELOPMENT					
421-230-000	CONTRACTUAL SERVICES	90,000	57,433	147,433	FY20 PO FULFILLED AFTER 6/30
CODE ADMINISTRATION					
436-211-000	TELEPHONE/COMM EXPENSE	8,193	1,600	9,793	FY20 PO FULFILLED AFTER 6/30
PUBLIC WORKS ADMIN					
566-211-000	TELEPHONE/COMM EXPENSE	1,632	110	1,742	FY20 PO FULFILLED AFTER 6/30
POLICE DEPARTMENT					
700-211-000	TELEPHONE/COMM EXPENSE	58,451	24,265	82,716	FY20 PO FULFILLED AFTER 6/30
700-228-000	FREIGHT	400	185	585	FY20 PO FULFILLED AFTER 6/30
700-341-000	DEPARTMENTAL SUPPLIES	50,000	<u>3,024</u>	53,024	FY20 PO FULFILLED AFTER 6/30
			27,474		
FIRE DEPARTMENT					
706-211-000	TELEPHONE/COMM EXPENSE	11,879	864	12,743	FY20 PO FULFILLED AFTER 6/30
706-459-001	GRANT OUTLAY	-	<u>86,792</u>	86,792	DOJ CESA GRANT EXPENDITURES
			87,656		
FLOODWALL					
714-230-000	CONTRACTUAL SERVICES	260,000	<u>83,766</u>	343,766	FY20 PO FULFILLED AFTER 6/30
SUBTOTAL - EXPENDITURES			<u>267,369</u>		
GRAND TOTAL					
			-		

The above resolution proposes to revise the FY21 General Fund Budget to reflect a partial carryover the FY20 budget surplus that resulted from purchase orders outstanding as of 6/30/20 that the City is obligated to fulfill or has fulfilled during FY21. Additionally, a carryover of the fund balance resulting from the DOJ CESA grant awarded during FY20 to be completed during FY21 is included in the above revision.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from the State Auditor's Office for the following budget revision within the General Fund for the Fiscal Year 2020-2021 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.

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE & REVENUE					
299-00	FUND BALANCE	680,577	3,020,919	3,701,496	REMAINING FY20 SURPLUS CARRYOVER
301-001-000	PROPERTY TAX - CURRENT YEAR	4,000,002	(400,000)	3,600,002	REVISED FY21 ESTIMATE
304-090-000	EXCESS LEVY TAX	2,043,447	(204,345)	1,839,102	REVISED FY21 ESTIMATE
305-000-000	BUSINESS & OCCUPATION TAX	8,125,000	(1,100,000)	7,025,000	REVISED FY21 ESTIMATE
314-000-000	MUNICIPAL SALES TAX	5,902,845	(250,000)	5,652,845	REVISED FY21 ESTIMATE
326-000-000	BUILDING PERMIT FEES	150,000	(25,000)	125,000	REVISED FY21 ESTIMATE
351-000-000	POLICE PROTECTION FEES	1,670,000	(45,000)	1,625,000	REVISED FY21 ESTIMATE
352-000-000	FIRE PROTECTION FEES	3,050,500	(90,000)	2,960,500	REVISED FY21 ESTIMATE
361-000-010	FEE PENALTIES & INTEREST	145,500	(40,000)	105,500	REVISED FY21 ESTIMATE
365-000-000	FEDERAL GRANTS	214,567	6,000,000	6,214,567	FY21 CARES ACT FUNDING ESTIMATE
369-000-000	TRANSFERS IN - OTHER FUNDS	1,300,000	(1,280,715)	19,285	REDUCTION IN PD/FD TRANSFER IN
SUBTOTAL - REVENUE			5,585,859		
CIVIL SERVICE					
407-341-002	SUPPLIES - FIRE CIVIL SERVICE	2,500	1,450	3,950	REVISED ESTIMATE - PY INVOICE
DEVELOPMENT					
420-230-000	CONTRACTUAL SERVICES	147,433	8,000	155,433	LIKELY CO'S FOR COMP PLAN & VRP
MUNICIPAL BUILDING					
440-230-000	CONTRACTUAL SERVICES	8,000	30,000	38,000	HVAC MAINTENANCE-GLYCOL
TRANSFERS TO OTHER FUNDS					
444-566-001	TRANSFERS OUT - CAPITAL RES	38,500	718,290	756,790	TRANSFER TO CAPITAL RESERVE
444-566-003	TRANSFERS OUT - STABILIZATION	209,860	4,064,619	4,274,479	TRANSFER TO STABILIZATION FUND
444-566-039	TRANSFERS OUT - DEMOLITION	200,000	300,000	500,000	TRANSFER TO DEMO FUND
444-566-435	TRANSFERS OUT - URA	100,000	<u>300,000</u>	400,000	TRANSFER TO URA FUND
			5,382,909		
POLICE DEPARTMENT					
700-223-000	PROFESSIONAL SERVICES	8,750	5,000	13,750	PHYSICALS FOR NEW HIRES
700-341-000	DEPARTMENTAL SUPPLIES	53,024	<u>12,000</u>	65,024	SPEED CONTROL DEVICES
			17,000		
FIRE DEPARTMENT					
706-341-000	DEPARTMENTAL SUPPLIES	54,000	36,500	90,500	BOOTS/HELMETS/HOSE; ST 5 CONCRETE
STORMWATER MANAGEMENT					
805-230-000	CONTRACTUAL SERVICES	600,000	100,000	700,000	STORMWATER LINING
SOCIAL SERVICES					
953-230-000	CONTRACTUAL SERVICES	-	<u>10,000</u>	10,000	HOMELESS OUTREACH/REUNIFICATION
SUBTOTAL - EXPENDITURES			5,585,859		
GRAND TOTAL			-		

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 2020-2021 Fiscal Year to reflect the following changes":

CAPITAL RESERVE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE & REVENUE					
297-00	FUND BALANCE	1,296,900	96,813	1,393,713	FY20 SURPLUS CARRYOVER
368-000-000	CONTRIB - OUTSIDE ENTITIES	-	15,000	15,000	3RD PARTY CONTRIB - CASCADE SYSTEM
369-000-000	TRANSFERS IN - OTHER FUNDS	488,500	<u>718,290</u>	1,206,790	GENERAL FUND TRANSFER IN
			830,103		
CAPITAL IMPROVEMENTS					
421-458-000	IMPROVEMENTS - DEVELOPMENT	-	91,638	91,638	GATEWAY/MKT ST LIGHTS/PO CARRYOVER
444-566-082	IMPROVEMENTS - POOLS	-	50,000	50,000	SW PARK POOL CAPITAL REPAIRS

714-458-000 IMPROVEMENTS - FLOODWALL	-	150,000	150,000	MURDOCH FLOODWALL GATE PLATING
805-458-000 IMPROVEMENTS - STORMWATER	152,448	100,000	252,448	CITY PARK RETENTION SYSTEM
900-458-000 IMPROVEMENTS - PARKS & REC	-	<u>110,059</u>	110,059	COOPER CABIN & ROOF GRANT MATCH
			501,697	
CAPITAL EQUIPMENT				
706-459-000 EQUIPMENT - FIRE	-	<u>550,000</u>	550,000	CASCADE SYSTEM; FIRE TRUCK
			<u>1,051,697</u>	

(221,594)

The above resolution proposes to revise the FY21 Capital Reserve Fund budget to reflect the FY20 surplus carryover, which is reappropriated toward the Gateway Signage and Cooper Cabin projects currently underway. In addition, a \$718,290 transfer in from the General Fund is proposed to be allocated to Floodwall Gate plating on Murdoch Avenue, a City Park underground retention system, shoring up the amounts projected for the Gateway Signage and Cooper Cabin as well as a Cascade System and Fire Truck for the Fire Department. Of the amount estimated for a Fire Truck (\$500,000), \$250,000 has been previously reserved from prior budget years. Also, \$50,000 will also be reserved toward an End Loader for the Street Cleaning division.

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 2020-2021 Fiscal Year to reflect the following changes":

USER FEE SPECIAL REVENUE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE & REVENUE					
299-00	FUND BALANCE	76,230	3,271,425	3,347,655	FY20 SURPLUS CARRYOVER
341-000-000	CITY SERVICE USER FEE	2,225,000	(445,000)	1,780,000	REVISED REVENUE ESTIMATE
381-000-000	REIMBURSEMENTS	-	<u>96,000</u>	96,000	CDBG REIMB - DOH SIDEWALK GRANTS
			2,922,425		
CAPITAL IMPROVEMENTS					
750-458-005	STREET IMPROVEMENTS	981,230	4,122,263	5,103,493	PO CARRYOVER; ADDITIONAL FUNDING
750-458-005	SIDEWALK IMPROVEMENTS	-	<u>3,932</u>	3,932	PO CARRYOVER
			4,126,195		
CONTRIBUTIONS					
424-567-025	CONTRIB - STATE OF WV	100,000	96,230	196,230	DOH SIDEWALK GRANT CARRYOVER
700-566-005	CONTRIB - GF PD SUPPLEMENT	650,000	(650,000)	-	REDUCTION PD SUPPLEMENT XFER
706-566-010	CONTRIB - GF FD SUPPLEMENT	650,000	<u>(650,000)</u>	-	REDUCTION FD SUPPLEMENT XFER
			<u>(1,203,770)</u>		
			<u>2,922,425</u>		

The above resolution proposes to revise the FY21 User Fee Special Revenue Fund to reflect the FY20 budget surplus carryover and revised revenue estimated as a result of the pandemic. The fund balance surplus and revenue reduction is proposed to reappropriate amounts for DOH sidewalk grants. The revision also reappropriates PO's that were outstanding at 6/30 in the amount of \$1,582,875 for street improvements and \$3,932 for sidewalk improvements. Finally, the amount of the General Fund supplement is reduced and reallocated toward street improvements, which is no longer necessary to balance the General Fund as a result of the CARES Act funding.

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 2020-2021 Fiscal Year to reflect the following changes":

DEMOLITION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
---------	-------------	----------------	---------------------	----------------	----------

FUND BALANCE & REVENUE				
297-00	FUND BALANCE	24,527	24,527	FY20 SURPLUS CARRYOVER
369-000-000	TRANSFERS IN - OTHER FUNDS	200,000	<u>300,000</u>	500,000 GENERAL FUND TRANSFER IN
			324,527	
CONTRACTUAL SERVICES				
436-230-000	CONTRACTUAL SERVICES	200,000	<u>324,527</u>	524,527 ADDITIONAL DEMOLITION SERVICES
			<u>324,527</u>	

The above resolution proposes to revise the FY21 Demolition Fund budget to reflect the FY20 surplus and an additional transfer in from the General Fund in the amount of \$150,000, which is proposed to be appropriated for additional demolition services.

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 2020-2021 Fiscal Year to reflect the following changes:

PARKS & RECREATION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE & REVENUE					
299-00	FUND BALANCE	1,882,040	36,513	1,918,553	FY20 SURPLUS CARRYOVER
369-000-000	TRANSFERS IN - OTHER FUNDS	250,000	<u>50,000</u>	300,000	CAPITAL REPAIRS XFER IN
			86,513		
CONTRACTUAL SERVICES					
900-230-001	CONTRACTUAL SVS - MGMT	160,000	<u>70,000</u>	230,000	2020 POOL MGMT PO CARRYOVER
			<u>70,000</u>		
		<u>16,513</u>			

The above resolution proposes to revise the FY21 Parks & Recreation budget to reflect an FY20 surplus carryover and a transfer in of the capital repairs to be paid from the Capital Reserve Fund. Additionally, the 2020 pool management PO is also carried over to reflect the remainder of the 2020 season management agreement.

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 2020-2021 Fiscal Year to reflect the following changes:

SANITATION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE & REVENUE					
299-00	FUND BALANCE	26,364	1,555,908	1,582,272	FY21 BUDGETED SURPLUS CORRECTION
350-000-000	SANITATION FEES	2,310,000	(65,000)	2,245,000	REVISED REVENUE ESTIMATE
361-000-010	FEE PENALTIES & INTEREST	48,000	<u>(15,000)</u>	33,000	REVISED REVENUE ESTIMATE
			1,475,908		
CONTRACTUAL SERVICES					
800-216-000	MAINT & REPAIR - EQUIPMENT	30,108	<u>1,250</u>	31,358	PO CARRYOVER
			<u>1,250</u>		
		<u>1,474,658</u>			

The above resolution proposes to revise the FY21 Sanitation Fund budget to reflect a budgeted fund balance correction and revised revenue estimates as a result of the pandemic. An appropriation reflecting a FY20 purchase order carryover is reflected as well. The fund balance correction is the result of the inadvertent omission of the fund balance reserved by capital assets and accounts receivable. Of this correction amount, only \$122,007 represents funds that are actually expendable. With the revised revenue estimates and PO carryover, the amount of expendable fund balance remaining after the revision is \$40,757.

October 13, 2020

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 2020-2021 Fiscal Year to reflect the following changes":

PARKS & RECREATION CAPITAL PROJECTS

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FUND BALANCE					
297-00	FUND BALANCE	-	<u>252,659</u>	252,659	FY20 SURPLUS CARRYOVER
			252,659		
EXPENDITURES					
444-566-001	TRANSFERS OUT - GENERAL FUND	-	19,285	19,285	EXCESS XFER TO GENERAL FUND
900-458-015	CITY PARK POOL IMPROVEMENTS	-	90,000	90,000	SPEED SLIDE INSTALLATION
900-458-025	JACKSON FOUNTAIN	-	<u>143,374</u>	143,374	BALANCE OF JACKSON FOUNTAIN
			<u>252,659</u>		

The above resolution proposes to revise the FY21 Parks & Recreation Capital Projects Fund budget to reflect the FY20 fund balance surplus. The fund balance is to be reappropriated to finalize the Jackson Fountain and Speed Slide installation projects at City Park. Upon completion of the projects the excess, estimated at \$19,285, is appropriated as a return transfer to the General Fund.

MOTION – Mr. Reed moved, seconded by Mr. Stanley, to adopt the revisions, and the motion was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE VACATING PORTIONS OF LOCUST STREET, CENTRAL DRIVE, AND AN UNNAMED 20' ALLEY LYING NORTH OF SIXTH AVENUE LOCATED ON PARKERSBURG CITY TAX MAPS 11 AND 12.

The Municipal Planning Commission of the City of Parkersburg has recommended that portions of Locust Street, Central Drive, and unnamed 20' alley lying north of Sixth Avenue Parkersburg City Tax Maps 11 and 12 (South), be vacated;

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

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 northwesterly intersection of 6th Avenue and Locust Street, said point being the southeasterly corner of Lot 7 of Central Place Addition, recorded in Plat Book 3, Page 143, in the office of the Clerk of the County Commission of Wood County, West Virginia; thence with the easterly lines of Lots 7, 8, 9, and 10 of said Central Place Addition, in a northeasterly direction, 150 feet more or less, to the northwesterly corner of said Lot 10; thence with the northerly line of said Lot 10, in a northwesterly direction, 50 feet more or less, to the intersection of the westerly line of Lot 8 of block 15 of Parkersburg Industrial Co.'s Edgewater Addition No. II, recorded in Plat Book 3, Page 100, extended in a southwesterly direction; thence crossing Central Drive, with the said westerly line of Lot 8 extended, and the easterly terminus of the portion of Central Drive previously vacated by City Ordinance 0-897, in a northeasterly direction, 20 feet more or less, to the southwesterly corner of said Lot 8; thence with the southerly line of said Lot 8, the terminus of the portion of Locust Street previously vacated by City Ordinance 0-792, and Lot 1 of block 14 of said Parkersburg Industrial Co.'s Edgewater Addition No. II, in a southeasterly direction, 160 feet more or less, to the southeasterly corner of said Lot 1; thence crossing an unnamed alley, in a southwesterly direction, 20 feet more or less, to the northeasterly corner of Lot 16 of said block 14 of Parkersburg Industrial Co.'s Edgewater Addition No. II; thence with the northerly line of said Lot 16; in a northwesterly direction, 50 feet more or less to the northwesterly corner of said Lot 16; thence with westerly line of said Lot 16, in a southwesterly direction, 150 feet more or less, to the

southwesterly comer of said Lot 16; thence with the northerly line of 6th Avenue, in a northwesterly direction, 60 feet more or less, 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 a part of this description.

BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the City shall retain a permanent easement for the benefit of the City of Parkersburg, the Parkersburg Utility Board, the West Virginia Division of Highways, and all other public utility companies, for ingress and egress over, along and under said portion of right-of-way for the installation, maintenance, location, relocation, and removal of public utilities of any kind, public storm drainage structures or channels of any kind, and that the property owners are not permitted to remove or add any type of fill or channel lining material to the aforementioned area.

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

ORDINANCE, FINAL READING:

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

WHEREAS, it was City Council's intention that said pay increase be effective with the beginning of the new fiscal year, (July 1, 2020);

WHEREAS, due to the concerns caused by the COVID-19 pandemic the Mayor out of caution and the need to protect the City from potential adverse financial impacts delayed the pay raise implementation; and

WHEREAS, the City is in a sound financial position to now grant the pay increase as City Council established in the 2020- 2021 Budget.

NOW THEREFORE BE IT ORDAINED by the Council of the City of Parkersburg as follows:

GRADE	POSITION TITLE	CURRENT HOURLY BASE	NEW HOURLY BASE RATE 2% INCREASE	HOURS WORKED
CS-1	Firefighter Firefighter 1"	\$13.72	\$13.99	2808
	Class (.75/hr increase after 3 years of svc and completion of apprenticeship program testing)	\$14.47	\$14.74	2808
CS-2	Police Officer	\$20.00	\$20.40	
	Police Officer 1st class after 5 years of service)	\$20.50	\$20.90	
CS-3	Fire Inspector	\$16.91	\$17.25	VACANT
CS-4	Fire Lieutenant	\$15.73	\$16.04	2808
CS-5	Police Sergeant	\$22.02	\$22.46	
CS-6	Fire Captain	\$16.99	\$17.33	2808
CS-7	Chief Fire Inspector	\$22.94	\$23.40	2080

CS-8	Police Lieutenant	\$23.53	\$24.00
CS-9	Police Captain	\$25.05	\$25.55

NOW BE IT FURTHER ORDAINED that the pay increase for the City of Parkersburg Policemen and Firefighters be and it is hereby retroactive to and including July 1, 2020.

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

AN ORDINANCE AMENDING AND RE-ENACTING SUBSECTIONS (a) AND (c) OF SECTION 347.27, PROHIBITED OPERATION AND USE OF ALL TERRAIN AND UNLICENSED MOTOR VEHICLES OF THE CODIFIED ORDINANCES OF THE CITY OF PARKERSBURG

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that Section 347.27 of the Codified Ordinances of the City of Parkersburg be and it is hereby amended and re-enacted as follows:

TITLE: PROHIBITED OPERATION AND USE OF STREET-LEGAL SPECIAL PURPOSE VEHICLES AND UNLICENSED MOTOR VEHICLES

- (a) The riding, operation and use of all street-legal special purpose vehicles (W.Va. Code 17A-13-1), for transportation or recreational purposes and unlicensed motor vehicles within or upon the streets, alleys, parking lots or any realty, owned, leased or controlled by the City, or any of its boards, authorities, or commissions within the corporate limits of the City is prohibited, with the exception of utility terrain vehicles (UTVs) and mini trucks as follows:

Utility Terrain Vehicles (UTVs) and mini-trucks may be operated on a city street or highway if:

1. The operator of said vehicle holds a valid driver's license and such vehicle is registered, titled, licensed and insured by a liability policy at least equal to the state's minimum coverage requirements; and
2. Said vehicle shall comply with all requirements set forth in W.Va. Code 17A-13-1 (i) and (j).

(c) For purposes of this section the term "all-terrain vehicle" (ATV) shall be as defined in W.Va. Code Section 17A-1-1 (ii), the term "utility terrain vehicle" (UTV) shall be as defined in W.Va. Code Section 17A-1-1 (vv) and the term "motor vehicle" shall be as defined in W.Va. Code 17A-1-1 (b). In addition the term "unlicensed motor vehicle" shall mean any vehicle which has not been licensed for street use by the West Virginia Department of Motor Vehicles.

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

ORDINANCE, FIRST READING:

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR TO CONDUCT AN ONLINE PUBLIC AUCTION

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

ORDINANCE, FIRST READING:

AN ORDINANCE CREATING AND ESTABLISHING, PURSUANT TO WEST VIRGINIA CODE, CHAPTER 31, ARTICLE 18E, THE WEST VIRGINIA LAND REUSE AGENCY AUTHORIZATION ACT, THE PARKERSBURG LAND REUSE AGENCY

MOTION – Ms. Kuhl moved, seconded by Mr. Reed, to adopt the ordinance on first reading.

MOTION TO AMEND – Mr. Carpenter moved, seconded by Mr. Fox, to amend the ordinance to state that the entire board be tax payers of real estate in the City of Parkersburg. (31-18-5(3)(a)).

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

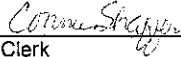
VOTE ON MAIN MOTION – the motion was adopted by unanimous vote.

ORDINANCE, FIRST READING:

AN ORDINANCE VACATING THE SOUTHERLY
25 FEET PORTION OF WEST VIRGINIA AVENUE,
LYING EAST OF POPLAR STREET, AND WEST OF
PARKERSBURG CITY TAX MAP 29, PARCEL 28

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

The meeting adjourned at 8:05 PM.



City Clerk

Council President

AN ORDINANCE AUTHORIZING THE
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 is hereby authorized to conduct an
online public auction sale 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, for 2020.

AUCTION LIST 2020

2000 JEEP CHEROKEE

2005 CHEVY TRAILBLAZER LT

1999 GMC JIMMY SL

2007 CHEVY MALIBU LT

CANON IMAGERUNNER C7055

1995 INTERNATIONAL PACKER TRUCK

2007 GMC 8500 PACKER TRUCK

BUYERS SALT DOG

2008 FORD CROWN VIC

1989 SUTPHEN DELUGE PUMPER

ALUMINUM SIDES, CANOPY, AND COVER FOR A 24' PONTOON BOAT

1996 EVINRUDE 115HP OUTBOARD MOTOR WITH STEERING WHEEL, THROTTLE, FUEL TANK,
AND DASH GAUGES

AN ORDINANCE CREATING AND ESTABLISHING,
PURSUANT TO WEST VIRGINIA CODE, CHAPTER 31,
ARTICLE 18E, THE WEST VIRGINIA LAND REUSE AGENCY
AUTHORIZATION ACT, THE PARKERSBURG LAND REUSE AGENCY

NOW COMES THE COUNCIL OF THE CITY OF PARKERSBURG AND HEREBY
ORDAINS THE CREATION AND ESTABLISHMENT OF THE PARKERSBURG LAND REUSE AGENCY AS
FOLLOWS:

ARTICLE 171. THE PARKERSBURG LAND REUSE AGENCY

171.01 AGENCY ESTABLISHED; PURPOSES.

(a) The City of Parkersburg, hereby establishes, pursuant to the West Virginia Land Reuse Agency Authorizing Act, West Virginia Code Article 31-18E, as it may be amended, a land reuse agency to be known as the "Parkersburg Land Reuse Agency" and hereinafter also referred to as the Agency.

(b) The Agency shall promote the productive use of property by identifying available properties suitable for commercial, retail, or industrial uses, affordable housing, public space, and conservation, and by pursuing the acquisition, management, and disposition of such properties. The agency enjoys all privileges and may exercise all powers granted by the West Virginia Land Reuse Agency Authorizing Act.

171.02 MEMBERSHIP; QUALIFICATIONS; APPOINTMENT; AND TERMS.

(a) Board. The Agency shall operate under the control of a board of directors.

(b) Membership. The board shall consist of five voting members who shall be appointed and serve pursuant to the terms of this article. The board shall be composed of the following:

1. One City Councilperson appointed by the President of City Council;
2. One member of the Wood County Development Authority appointed by the Mayor with the approval of City Council;
3. One member of the Chamber of Commerce of the Mid-Ohio Valley appointed by the Mayor with the approval of City Council;
4. One member of the Parkersburg Area Labor Council, AFL-CIO appointed by the Mayor with the approval of City Council; and
5. One member selected by City Council who:
 - i. is a resident of the City of Parkersburg;
 - ii. is not a public official or a municipal employee; and
 - iii. maintains a membership with a recognized civic organization within the City of Parkersburg.

(c) Term. The City Council Member's term shall be consistent with their term in office. One of the remaining Board members first appointed shall serve for a term of two (2) years, one for a term of three (3) years and the remaining two for a term of four (4) years. Thereafter, with the exception of the City Councilperson, all members shall be appointed for a term of four (4) years or until their successors are appointed and approved.

(d) Vacancies. Each appointed member, with the exception of the City Councilperson, shall continue on the Board until a successor is duly appointed except in the event of a member's removal, death, or resignation. A vacancy on the Board shall be filled for the remaining term in the same manner as an original appointee.

(e) Removal. A member may be removed from the board in accordance with the rules established by the Board.

171.03 POWERS AND DUTIES.

(a) The Parkersburg Land Reuse Agency shall have all the powers necessary and convenient to carry out and effectuate the purposes and provisions of this Article and Chapter 31, Article 18E of the West Virginia Code. The powers may be authorized by the board or delegated to the staff of the Agency pursuant to board rules. The powers include, but are not limited to, the following.

1. To adopt, amend, and repeal bylaws, policies, and procedures for the regulation of its affairs and the conduct of its business, including duties of officers, attendance and participation of members in regular and special meetings, a procedure to remove a member by a majority vote for failure to comply with a rule, general terms and conditions for consideration to be received for the transfer of real property and interests in real property, and other matters necessary to govern the conduct of the Agency.
2. To sue and be sued in its own name and be a party to a civil action, including in any action to clear title property or expedite quiet title actions;
3. To adopt a seal and to alter the same;
4. To borrow from federal government funds, from the state, from private lenders, from municipalities, or from counties, as necessary, for operation and work of the Agency.
5. To issue negotiable revenue bonds and notes according to the provisions of Chapter 31, Article 18E of the West Virginia Code;
6. To procure insurance or guarantees from the federal government or the state on the payment of debt incurred by the Agency and pay premiums in connection with the insurance or guarantee;
7. To hire staff, including legal counsel, and to utilize the staff of the City departments as approved by the Mayor, including the City Attorney's Office;
8. To enter into contracts and other instruments necessary, incidental, or convenient to the performance of its duties and the exercises of its powers, including to enter into contracts and intergovernmental cooperation agreements with municipalities or

counties for the performance of functions by municipalities or counties on behalf of the Agency or by the Agency on behalf of the City;

9. To make and execute contracts and other instruments necessary or convenient to the exercise of powers of the Agency. Any contract or instrument signed shall be executed by and for the Agency if the contract or instrument is signed by both (A) the Chair or Vice-Chair of the Board and (B) the secretary or treasurer of the Board;

10. To procure insurance against losses in connection with the real property, assets, or activities of the Agency;

11. To invest money of the Agency in instruments, obligations, securities, or property and to name and use depositories for its money;

12. To enter into contracts for the management of, the collection of rent from, or the donation or sale of real property to the Agency;

13. To design, develop, construct, demolish, reconstruct, deconstruct, rehabilitate, renovate, relocate, and otherwise improve real property or rights or interests in real property;

14. To fix, charge, and collect rents, fees, and charges for the use of real property of the Agency and for services provided by the Agency;

15. To grant or acquire licenses, easements, leases, or options with respect to real property;

16. To enter into partnerships, joint ventures, and other collaborative relationships with municipalities, counties, and other public and private entities for the ownership, management, development, and disposition of real property;

17. To organize and reorganize the executive, administrative, clerical, and divisions of the Agency;

18. To hold title to property in its own name;

19. To acquire property in any lawful way, including by acquiring an interest in tax delinquent properties as authorized in West Virginia Code;

20. To coordinate and cooperate with other entities, including but not limited to, public utilities and county-level agencies or departments, to improve data sharing in order to help determine vacant and rental properties;

21. To file liens against property where debts or fines are owed to the Agency or City, and to enter into any agreements deemed beneficial by the board to waive or modify those liens, debts, or fines; and

22. To do all other things necessary or convenient to achieve the objectives and purposes further stated throughout this Article.

171.04 RULES.

The Agency shall establish rules on all of the following:

(a) Duties of officers;

(b) Attendance and participation of members at regular and special meetings;

- (c) Procedures for the removal of a member by a majority vote of the other members for the failure to comply with a rule;
- (d) Policies and procedures setting forth the general terms and conditions for consideration to be received by the Agency for the transfer of real property and interests in real property, including but not limited to a process for distribution of any proceeds to any claimants, taxing entities, and the Agency;
- (e) Procedures detailing the manner by which residents will have an opportunity to have input into the Agency's decision-making process; and
- (f) Other matters necessary to govern the conduct of the agency.

171.05 PRIORITIES; LAND USE PLANS

- (a) The Agency may establish a hierarchical ranking of priorities for the use of real property conveyed by the Agency.
- (b) The Agency shall consider all duly adopted land use plans of the City of Parkersburg and make reasonable efforts to coordinate the disposition of Agency real property with the land use plans.

171.06 COMPESATION AND EXPENSES; ETHICS ACT.

- (a) Compensation of members. Members of the land reuse agency shall serve without compensation. Any member of the board who is an employee of the City may, as approved by the Mayor, spend regular work hours on matters related to the board and receive his or her regular salary.
- (b) Expenses of members. The board may reimburse members for expenses actually incurred in the performance of duties on behalf of the Agency in the member provides reasonable documentation related to the expenses to the board no later than sixty days after such expenses are incurred.
- (c) Ethics Act. Acts and decisions of members of the board and of employees of the Agency are subject to the West Virginia Governmental Ethics Act, West Virginia Code Chapter 6B, and ~~subject to any rules and guideless that the board may adopt.~~

171.07 MEETINGS; QUORUM; VOTING; RECORDS.

- (a) Regular Meetings. The agency shall meet in regular session according to the schedule adopted by the board.
- (b) Special Meetings. A special meeting may be convened by the chair or upon written notice signed by a majority of the members.
- (c) Quorum. The Agency must have a quorum to conduct a meeting. A majority of the board, excluding vacancies, constitutes a quorum. A member must be physically present at a meeting for purposes of establishing a quorum.
- (d) Voting.
 - (1) Except as provided elsewhere in this article or specified by law, action of the board must be approved by the affirmative vote of a majority of the board present and voting.

- (2) Action of the board on the following matters must be approved by a majority of the entire board membership;
- (a) Adoption of bylaws;
 - (b) Adoption of rules pursuant to Section 171.04.
 - (c) Hiring or firing of an employee or contractor of the Agency; provided that this function may, by majority vote of the entire board membership, be delegated by the board to a specified officer or committee of the agency;
 - (d) Incurring of debt;
 - (e) Adoption or amendment of the annual budget, and
 - (f) Sale, lease, encumbrance, or alienation of real property or personal property with a value of more than fifty thousand dollars (\$50,000).
- (3) A resolution pursuant to Section 171.12 and West Virginia Code Section 31-18E-14, relating to dissolution of the Agency, must be approved by two thirds of the entire board membership.
- (4) A member of the board may not vote by proxy.
- (5) A member may request a recorded vote on any resolution or action of the land reuse agency.
- (e) Records. The board shall keep minutes and a record of its proceedings.

171.08 ACQUISITION AND DISPOSITION OF PROPERTY.

- (a) The Agency shall hold in its own name all real property it acquires, subject to any requirements, powers, and limitations set forth in the West Virginia Code Section 31-18E-9. The agency may acquire an interest in tax delinquent property through the provisions of West Virginia Code Chapter 11A and exercise all methods of acquisition of tax delinquent properties permissible pursuant to West Virginia Code section 31-18E-9(g).
- (b) The Agency may convey, exchange, sell transfer, lease, grant, or mortgage interests in real property of the Agency in the form and by the method determined to be in the best interests of the Agency.

171.09 FUNDING; BONDS; LAND USE AGENCY FUND.

- (a) The Agency may receive funding through grants and loans from:
- (1) The federal government;
 - (2) The state;
 - (3) Any municipality or county; and
 - (4) Private or other public sources.
- (b) The Agency may receive and retain payments for services rendered, for rents and leasehold payments received, for consideration for disposition of real and personal property, for proceeds of insurance coverage for losses incurred, for income from investments, and for an asset and activity lawfully permitted to a land reuse agency under West Virginia Code Article 31-18E.
- (c) The agency may issue, secure, sell, and redeem a bond pursuant to West Virginia Code Section 31-18E-12. A bond must be authorized by resolution of the board, shall be a limited

obligation of the Agency, and must comply with the authorizing resolution. The resolution issuing a bond must be published in a newspaper of general circulation within the jurisdiction in which the Agency is located.

(d) In order to promote the efficient operation of the Agency, all of the Agency's funds shall be placed in a special fund to be known as the Land Reuse Agency Fund, which is hereby established in the City Treasury. Disbursements from the Land Use Agency Fund may be made only with the approval of the board.

171.10 PUBLIC ACCESS; RESIDENT INPUT.

(a) The Agency is subject to the West Virginia Open Governmental Proceedings Act, West Virginia Code Article 6-9A, relating to open meetings. The Agency shall publicly announce, in advance, the date, time, place and agenda of all regularly scheduled meetings and the date, time, place, and purpose of all special meetings.

(b) The Agency is subject to the West Virginia Freedom of Information Act, West Virginia Code Chapter 29B, relating to public records.

(c) The Agency shall maintain and make available for public review and inspection an inventory of real property held by the Agency.

(d) The Agency shall provide residents an opportunity to offer input into its decisions. The Agency shall set forth procedures for public input in the agency's rules pursuant to Section 171.04.

(1) The Agency shall offer a public portion at each regular meeting during which residents may speak about any item on the meeting agenda.

171.11 ANNUAL AUDIT AND REPORT.

The agency shall annually, within 120 days after the end of the fiscal year, submit an audit of income and expenditures, together with a report of its activities for the preceding year, to the West Virginia Housing Development Fund. A copy of such audit and report shall be filed contemporaneously with City Council and, if applicable, each political subdivision which opted to participate in the land reuse agency pursuant to an intergovernmental agreement.

171.12 DISSOLUTION.

The agency may be dissolved only in compliance with West Virginia Code Section 31-18E-14 upon proper notice, satisfaction of all outstanding liabilities, and approval by at least two thirds of the entire board membership of a resolution requesting dissolution. Upon dissolution, real property, personal property, and other assets of the Agency become the assets of the City.

Sponsored By Councilpersons:

**AN ORDINANCE VACATING THE SOUTHERLY 25 FEET PORTION OF
WEST VIRGINIA AVENUE LYING EAST OF POPLAR STREET AND
WEST OF PARKERSBURG CITY TAX MAP 29, PARCEL 28**

The Municipal Planning Commission of the City of Parkersburg has recommended that the southerly 25 feet portion of West Virginia Avenue lying east of Poplar Street and west of Parkersburg City Tax Map 29, Parcel 28, be vacated;

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

**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.

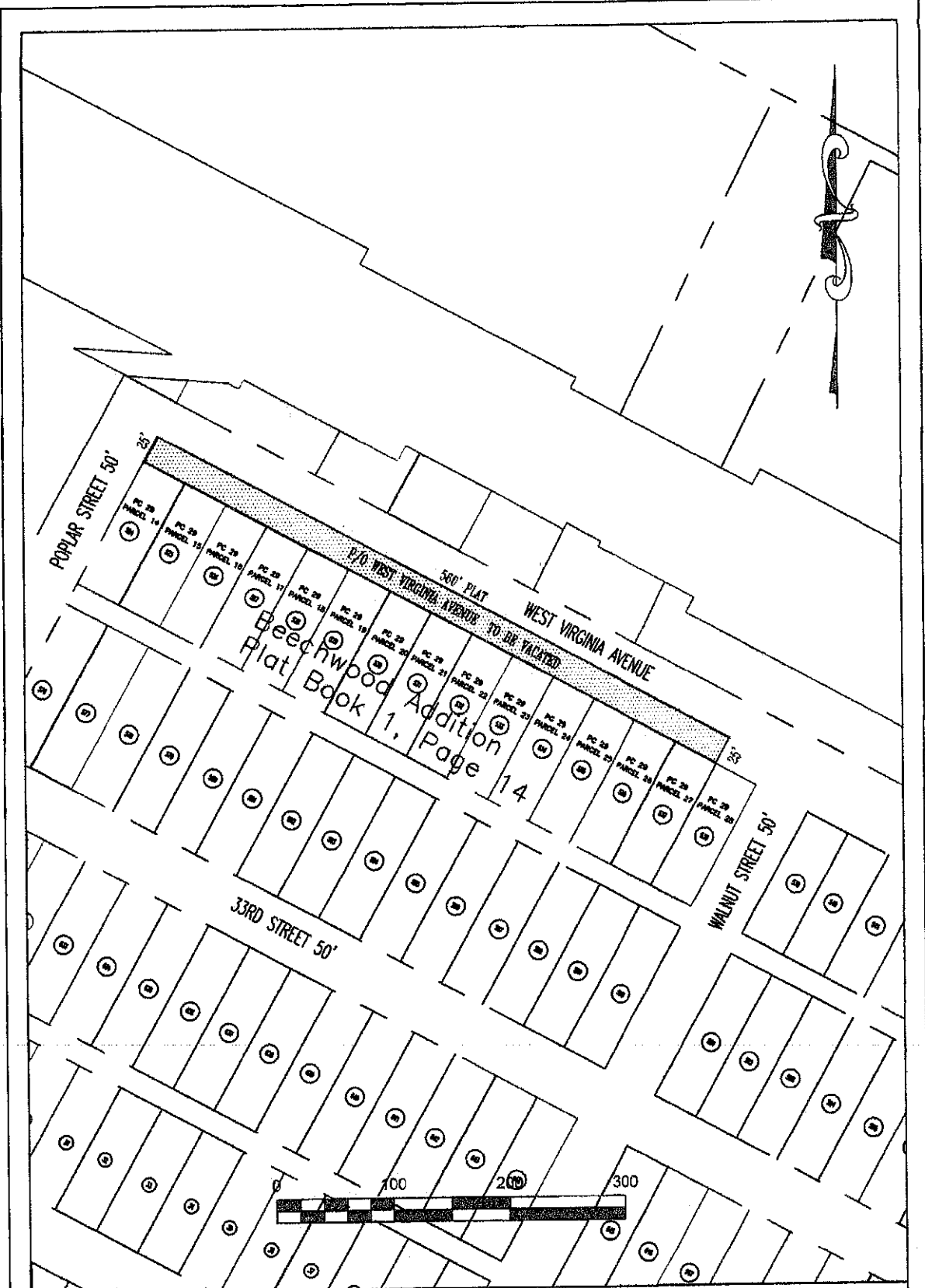
Situate in the City of Parkersburg, County of Wood, State of West Virginia, and being more particularly described as follows:

Beginning at the northwest corner of lot 524 of Beechwood Addition, recorded in the Plat Book 1, Page 14, in the office of the Clerk of the County Commission of Wood County, West Virginia; thence with the westerly line of said lot 524 extended, in a northeasterly direction, 25 feet; thence with a line parallel to the northerly lines of lots 524 through 537 inclusive of the said Addition, in a southeasterly direction, 560 feet more or less, to the intersection of the easterly line of said lot 537 extended; thence with the said easterly line of said lot 537 extended, in a southwesterly direction, 25 feet to the northeast corner of said Lot 537; thence with the northerly lines of lots 537 through 524 inclusive of the said Addition, in a northwesterly direction, 560 feet more or less, 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.

BE IT FURTHER ORDAINED by the Council of the City of Parkersburg that the City shall not retain a utility easement on the vacated right-of-way on the following conditions:

1. That The West Virginia Potato Chip Company, LLC work with Mon Power, Dominion Energy and the Parkersburg Utility Board to ensure that their facilities can be maintained or moved should the applicant change plans for construction on the vacated right-of-way, and provide written documentation of this accommodation to Development Department staff, and
2. The West Virginia Potato Chip Company, LLC must quit claim and consolidate the abandoned portion of West Virginia Avenue with other parcels it owns so as to prevent the creation of a non-conforming lot for zoning purposes.



SCALE = 1 INCH = 100 FEET
 DATE: 08/28/2020
 DRAWN BY: R.S.
 CHECKED BY: ---
 MAP P.C. 29
 BIRCHWOOD ADDITION
 PLAT BOOK 1, PAGE 14

CITY OF PARKERSBURG, W.VA.
 DEPARTMENT OF PUBLIC WORKS
 DIVISION OF ENGINEERING
 PLAT OF A PORTION OF
 WEST VIRGINIA AVENUE
 TO BE VACATED

The Parkersburg
News and Sentinel

www.NewsandSentinel.com

519 Juliana Street
Parkersburg WV 26101
Phone: 304.485.1891
Toll Free: 800.642.1997
Fax: 304.422.2660

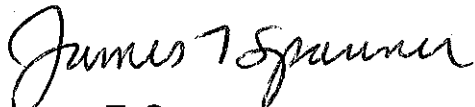
October 15, 2020

Connie Shaffer, City Clerk
PO Box 1627
Parkersburg WV 26102

Dear Ms. Shaffer:

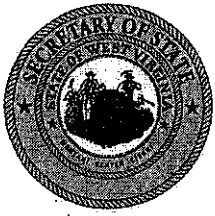
As required by law, I am enclosing the properly executed forms covering circulation and qualifications for our newspapers.

Sincerely,



James T. Spanner
Publisher

Enclosures



**STATE OF WEST VIRGINIA
AFFIDAVIT OF CIRCULATION AND QUALIFICATION CHAPTER 59, ARTICLE 3,
WEST VIRGINIA CODE**

(This affidavit is for the fiscal year beginning July 1, 2021)

STATE OF WEST VIRGINIA

COUNTY OF Wood _____;

I, James T. Spanner _____, being first sworn, state that: my title is, Publisher _____ the name of the publishing firm is The Nutting Company Inc. _____ and the name of the newspaper is Parkersburg News & Sentinel _____, a [please circle: (~~Democratic~~, ~~Republican~~, No Party Affiliation)] newspaper. I have been authorized by the board of directors of the newspaper to furnish this sworn affidavit of circulation and qualification to publish legal advertisements. The average paid circulation of the newspaper during the preceding calendar year was 11,371 _____; the newspaper has been published for at least 121 years and/or XXX months and the newspaper is regularly published at least weekly for fifty weeks or more during the calendar year, in the Municipality of Parkersburg _____, and in the County of Wood _____, State of West Virginia; and that the Entry Post Office as listed on PS Form 3541, PKG-Parkersburg BMEU 400 Rayon Dr Parkersburg WV _____, is located in the State of West Virginia. The newspaper is of general circulation and interest; the newspaper has a circulation large enough to provide reasonable belief that publication of a legal advertisement will give effective notice to the residents of the publication area; the newspaper averages four or more pages in length, exclusive of any cover, per issue; the newspaper is circulated to the general public at a definite price; and, the general public relies on the newspaper for news of events of a political, religious, commercial or social nature, and current happenings, announcements, miscellaneous reading matters, advertisements and other notices.

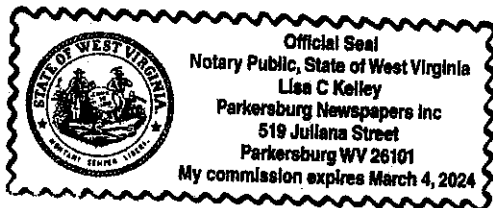
Applicable Legal Ad Rate is thirteen cents (.13) per word.

James T. Spanner

Authorized Official

Subscribed and sworn before me this 15th day of October _____, 2020 _____.

SEAL



Lisa C. Kelley

Notary Public

My commission expires 03/04/2024 _____.

(INCLUDE WITH THIS AFFIDAVIT A COPY OF THE STATEMENT OF OWNERSHIP, MANAGEMENT AND CIRCULATION FILED WITH THE UNITED STATES POST OFFICE IN THE CURRENT CALENDAR YEAR.)

THIS AFFIDAVIT MUST BE FILED WITH THE SECRETARY OF STATE NO LATER THAN NOVEMBER 1, 2020.



**UNITED STATES
POSTAL SERVICE®**

**Statement of Ownership, Management, and Circulation
(All Periodicals Publications Except Requester Publications)**

1. Publication Title Parkersburg News and Sentinel	2. Publication Number	3. Filing Date
	4 2 2 1 - 6 0 0 0 5. Number of Issues Published Annually 313	9-16-20 6. Annual Subscription Price \$231.40/\$247.00
7. Complete Mailing Address of Known Office of Publication (Not printer) (Street, city, county, state, and ZIP+4®) 519 Juliana St., Parkersburg, Wood, WV 26101		Contact Person James T. Spanner Telephone (Include area code) 3044851891

8. Complete Mailing Address of Headquarters or General Business Office of Publisher (Not printer)
Same

9. Full Names and Complete Mailing Addresses of Publisher, Editor, and Managing Editor (Do not leave blank)

Publisher (Name and complete mailing address)
**James T. Spanner, 707 5th St.
Marietta, OH 45750**

Editor (Name and complete mailing address)
**Christina Myer, 237 Moreland Rd.
Belpre, OH 45714**

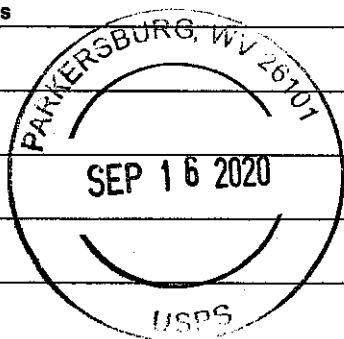
Managing Editor (Name and complete mailing address)
N/A

10. Owner (Do not leave blank. If the publication is owned by a corporation, give the name and address of the corporation immediately followed by the names and addresses of all stockholders owning or holding 1 percent or more of the total amount of stock. If not owned by a corporation, give the names and addresses of the individual owners. If owned by a partnership or other unincorporated firm, give its name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give its name and address.)

Full Name	Complete Mailing Address
As per list furnished to postal service	

11. Known Bondholders, Mortgagees, and Other Security Holders Owning or Holding 1 Percent or More of Total Amount of Bonds, Mortgages, or Other Securities. If none, check box None

Full Name	Complete Mailing Address
N/A	



12. Tax Status (For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one)
The purpose, function, and nonprofit status of this organization and the exempt status for federal income tax purposes:

Has Not Changed During Preceding 12 Months
 Has Changed During Preceding 12 Months (Publisher must submit explanation of change with this statement)

13. Publication Title Parkersburg News and Sentinel		14. Issue Date for Circulation Data Below 08/28/2020 ; 08/30/2020	
15. Extent and Nature of Circulation		Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Total Number of Copies (<i>Net press run</i>)		12247/14653	10515/14014
b. Paid Circulation (<i>By Mail and Outside the Mail</i>)	(1) Mailed Outside-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	128/123	76/83
	(2) Mailed In-County Paid Subscriptions Stated on PS Form 3541 (<i>Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies</i>)	0/0	0/0
	(3) Paid Distribution Outside the Mails Including Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Paid Distribution Outside USPS®	11243/13367	9590/12754
	(4) Paid Distribution by Other Classes of Mail Through the USPS (e.g., First-Class Mail®)	0/0	0/0
c. Total Paid Distribution [Sum of 15b (1), (2), (3), and (4)]		11371/13490	9666/12837
d. Free or Nominal Rate Distribution (<i>By Mail and Outside the Mail</i>)	(1) Free or Nominal Rate Outside-County Copies included on PS Form 3541	0/0	0/0
	(2) Free or Nominal Rate In-County Copies Included on PS Form 3541	0/0	0/0
	(3) Free or Nominal Rate Copies Mailed at Other Classes Through the USPS (e.g., First-Class Mail)	0/0	0/0
	(4) Free or Nominal Rate Distribution Outside the Mail (<i>Carriers or other means</i>)	130/238	132/353
e. Total Free or Nominal Rate Distribution (Sum of 15d (1), (2), (3) and (4))		130/238	132/353
f. Total Distribution (Sum of 15c and 15e)		11501/13728	9798/13190
g. Copies not Distributed (See Instructions to Publishers #4 (page #3))		746/925	717/824
h. Total (Sum of 15f and g)		12247/14653	10515/14014
i. Percent Paid (15c divided by 15f times 100)		98.9%/98.3%	98.7%/97.3%

* If you are claiming electronic copies, go to line 16 on page 3. If you are not claiming electronic copies, skip to line 17 on page 3.



16. Electronic Copy Circulation	Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Paid Electronic Copies	52/51	197/198
b. Total Paid Print Copies (Line 15c) + Paid Electronic Copies (Line 16a)	11423/13541	9863/13035
c. Total Print Distribution (Line 15f) + Paid Electronic Copies (Line 16a)	11553/13779	9995/13388
d. Percent Paid (Both Print & Electronic Copies) (16b divided by 16c × 100)	98.9%/98.3%	98.7%/97.4%

I certify that 50% of all my distributed copies (electronic and print) are paid above a nominal price.

17. Publication of Statement of Ownership

If the publication is a general publication, publication of this statement is required. Will be printed Publication not required.

in the October 2, 2020 issue of this publication. 10/6/20 2nd printing

18. Signature and Title of Editor, Publisher, Business Manager, or Owner	Date
<i>James T. Spunner Publisher</i>	<i>9-16-20</i>

I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties).

Instructions to Publishers

1. Complete and file one copy of this form with your postmaster annually on or before October 1. Keep a copy of the completed form for your records.
2. In cases where the stockholder or security holder is a trustee in items 10 or 11, include the name of the person or corporation for whom the trustee is acting. Also include in item 10 the names and addresses of all stockholders owning or holding one (1) percent or more of the total amount of stock. If not owned by a corporation, give the name and address of each individual owner. If owned by a partnership or other unincorporated firm, give its name and address as well as the name and address of each individual owner. If the publication is published by a nonprofit organization, give its name and address and complete item 12. In item 11, include all bondholders, mortgagees, and other security holders owning or holding one (1) percent or more of the total amount of bonds, mortgages, or other securities. If none, check the box. Use blank sheets if more space is required.
3. Be sure to furnish all circulation information called for in item 15. Free Non-Requested circulation must be shown in item 15d.
4. Item 15g, Copies not Distributed, must include (1) newsstand copies returned to the publisher, (2) estimated returns from news agents, and (3), copies for office use, leftovers, spoiled, and all other copies not distributed.
5. If the publication had Periodicals authorization as a general publication, this Statement of Ownership, Management, and Circulation must be published, i.e., it must be printed in an issue that's primary mailed distribution is produced not later than October 10 for publications issued more frequently than weekly; or not later than October 31 for publications issued weekly or less frequently but more frequently than monthly; or in the first issue that's primary mailed distribution is produced after October 1 for all other publications.
6. In item 16, check the box if electronic copies are being included in your total distribution and complete line items 16a through d.
7. In item 17, report the date of the issue in which this Statement of Ownership will be published, if applicable.
8. Item 17 must be signed.

Failure to file or publish a statement of ownership may lead to suspension of periodicals authorization.