

**AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, MARCH 23, 2021, 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, Zach Stanley
- II. ROLL CALL
- III. MINUTES - Budget meeting held March 8, 2021; Council March 9, 2021
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
 - A. Proclamation for March 2021 as Developmental Disabilities Awareness Month
 - B. Communication from Mayor Tom Joyce re-appointing Debra Shaffer, 1025 Juliana Street, to the Juliana Architectural Review Board through June 2024, and requesting Council's confirmation.
- VI. RESOLUTION
 1. Resolution stating that City Council meetings in April shall be April 13th and 20th, 2021. (Sponsored by the Committee of the Whole)
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. ADJOURNMENT

**NOTE – Council meetings in April are April 13, 2021 and April 20, 2021
Council meetings in May are May 11, 2021 and May 25, 2021**

March 9, 2021

The Council of the City of Parkersburg met in regular session Tuesday, March 9, 2021, at 7:30 PM in the 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, Zach Stanley, who presided over the meeting. The Clerk noted the attendance and those present included Councilmen Jesse Cottrille, Sharon Kuhl, Bob Mercer, Wendy Tuck, JR Carpenter, Mike Reynolds, Chris Rexroad, Austin Richards, and Zach Stanley.

MINUTES – Mr. Reynolds moved, seconded by Mr. Mercer, to approve the minutes of the meeting held February 23, 2021, and the motion was adopted by unanimous vote.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – None.

MESSAGE FROM THE EXECUTIVE – Mayor Tom Joyce reported to City Council that he has been traveling to Charleston recently to address items being considered by the West Virginia Legislature. Mayor Joyce is a member of the Legislative Committee of the West Virginia Municipal League, where he also holds the office of Secretary of the League. Mayor Joyce said he would be going back to Charleston tomorrow and will give them an update later in the week.

The Clerk presented a communication from Mayor Joyce appointing Mr. Joseph S. Caltrider, Williamstown WV, to the Parkersburg Housing Authority for an unexpired term through April 24, 2022.

MOTION – Mr. Carpenter moved, seconded by Mr. Reynolds, to receive and file the appointment, and the motion was adopted by unanimous vote. Since this is a regional board, Parkersburg residency is not required.

PUBLIC HEARING – At 7:33 PM, President Stanley declared a public hearing open to give the citizens an opportunity to voice their opinion on the City's budget for 2021-2022; and also the City's 2021-2026 Infrastructure Plan.

Mr. Wayne Waldeck, 1000 Market Street, stated that since our Development Director, Rickie Yeager, has left the City to work in Morgantown, he wants to be sure the City keeps the continuation of streetscape on Market Street from 9th to 13th. These funds will come from federal grants, and he wants the project to continue and improve this area where we have law firms, our post office, and other businesses. We also need a general clean-up on Market Street, and he would like to see the bike trail continues. Mr. Waldeck owns the Blennerhassett Hotel, and he stated that people like to come just for the bike trails, and he thinks we need more bike racks. Another matter of interest to Mr. Waldeck is to plant and replace trees along with our streetscape. We have some grates along our streets that have become eyesores, he said, and people may trip over them.

Ms. Kim VanRijn, 608 13th Street, told Council the fire station at 13th and Liberty Street is coming apart, as it was probably build in the 1920s or 1930s. This is a high risk area, and districts 4 and 5 have older homes with old wiring. She said she noticed that there is no funding for a new station and thinks it should be a priority. This concerns her, she said, because we have ample funds from the CARES money (from the COVID pandemic)

Ms. Trish Pritchard, 801 West Virginia Avenue, stated that public safety should be our number one priority. It is very easy to put things off, she said, and spoke to the importance of sidewalks in our City. There is no sidewalk on one block of West Virginia Avenue, and she has tripped and fallen. It may not be a top priority, but she thinks they are not a priority. In a thriving community, people walk and bike in their neighborhoods, and she does not see any goals like that for Parkersburg. We should include a percentage of upgrades to sidewalks, she said.

The public hearing closed at 7:44 PM.

PUBLIC FORUM – Ms. Sherry Dugan, #1 Wharton Drive, said there are many things we need to address, but she was asking why we have a public hearing on the budget prior to amendments being offered. She said we should have another public hearing on the budget.

CITY COUNCIL FORUM – none.

March 9, 2021

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 2020-2021 Fiscal Year to reflect the following changes.

		SANITATION FUND			
Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
FINANCE DEPARTMENT					
800-103-315	OTHER SALARIES & WAGES	492,640	9,828	502,468	ADD 3 TEMP POSITIONS IN SANITATION
800-104-000	FICA EXPENSE	43,638	752	44,390	ADD 3 TEMP POSITIONS IN SANITATION
800-226-005	WORKERS COMPENSATION	13,395	231	13,626	ADD 3 TEMP POSITIONS IN SANITATION
			<u>10,811</u>		

The above resolution proposes to revise the FY21 Sanitation Fund budget to reflect the addition of 3 temporary laborers to provided support needed in the Sanitation Division for the remainder of the fiscal year.

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

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 2020-2021 Fiscal Year to reflect the following changes.

		CAPITAL RESERVE FUND			
Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
CAPITAL EQUIPMENT					
900-458-000	IMPROVEMENTS - PARKS & REC	110,059	175,000	285,059	Lining of Southwood Pool
			<u>175,000</u>		

The above resolution proposes to revise the FY21 Capital Reserve Fund budget to appropriate \$175,000 of the current unencumbered fund balance to execute a contract to line Southwood Pool.

MOTION- Mr. Mercer moved, seconded by Mr. Richards, to adopt the resolution, and the motion was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE AMENDING ARTICLE 779.13

THE COUNCIL OF THE CITY OF PARKERSBURG HEREBY ORDAINS that Article 779.13(i) of the Codified Ordinances of the City of Parkersburg be amended and reenacted and that a new Article 779.13 (k) be adopted as follows:

779.13(i) Notwithstanding any other provisions of this article, any new or existing business locating in territory annexed by the City on or after April 1, 2021, shall be granted a credit and exemption from the imposition of the business and occupation tax imposed by this article for construction of new buildings, and/or renovation and maintenance of existing buildings within the

March 9, 2021

annexed territory for a period of five years from the date a new business is commenced, or the date of annexation, whichever is later. It is the intent of this provision that the exemption as herein provided extends to any contractor, subcontractor, or supplier of the new business. Any new or existing business located in territory annexed by the City on or after April 1, 2021, shall be entitled to the same exemptions as set forth in Article 779.13(a) hereof. It is further the legislative intent of this section that the credit granted herein is for the purpose of providing an incentive for new businesses locating in newly annexed areas of the City.

779.13(k) Notwithstanding any other provisions of this article, any owner of residential property within the City shall be granted an exemption from the imposition of the Business and Occupation Tax imposed by this article for construction of new residential structures up to the first \$200,000.00 for each such structure

It is the intent of this provision that the exemption as herein provided extends to any contractor, subcontractor, or supplier to any such owner. It is further the legislative intent of this section that the credit granted herein is for the purpose of providing an incentive for new residential construction within the City.

MOTION – Mr. Mercer moved, seconded by Ms. Kuhl, to adopt the ordinance on final reading, and the motion was adopted by majority vote with all members voting “yes” with the exception of Ms. Tuck, who voted “no”.

MOTION – Mr. Mercer moved, seconded by Ms. Kuhl, that Council resolve into the Committee of the Whole and recess until Wednesday, March 10, 2021 at 6:00 PM for the next budget meeting, and the motion was adopted by unanimous vote.

The time was 7:48 PM and the committee is in recess.

Christine Switzer

City Clerk

Council President

March 2021 is Developmental Disabilities Awareness Month

A Proclamation

Whereas, National Developmental Disabilities (DD) Awareness Month officially began in 1987 with a proclamation from President Reagan to help bring awareness and acceptance for people of every ability; and

Whereas, in March we seek to raise awareness about the inclusion of people with developmental disabilities in all facets of community life, as well as awareness of the barriers that people with disabilities still sometimes face in connecting to the communities in which they live; and

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

Whereas, people with a developmental disability are of all racial, ethnic, educational, social, and economic backgrounds, and all are valued members of society who find fulfillment living everyday lives; and

Whereas, we value what is important to people with disabilities and their families who are striving for everyday lives no different than that of all other citizens;

Therefore we, the City of Parkersburg, West Virginia do hereby proclaim March 2021 as Developmental Disabilities Awareness Month and in doing so, we call upon residents, employers, schools and community organizations in Parkersburg, West Virginia to observe this month with recognition of the abilities and value provided by people with disabilities in our community every day.



Mayor Tom Joyce, City of Parkersburg



CITY OF PARKERSBURG
ONE GOVERNMENT SQUARE
P.O. BOX 1627
PARKERSBURG, WV 26102

March 15, 2021

Parkersburg City Council
Parkersburg WV 26101

Dear Council Members:

The term for Debra Shaffer, 1025 Juliana Street, Parkersburg, WV will expire June 30, 2021, and she has agreed to serve another term as a member on the Juliana Architectural Review Board.

I would appreciate your favorable consideration of this reappointment for a three year term to end June 30, 2024.

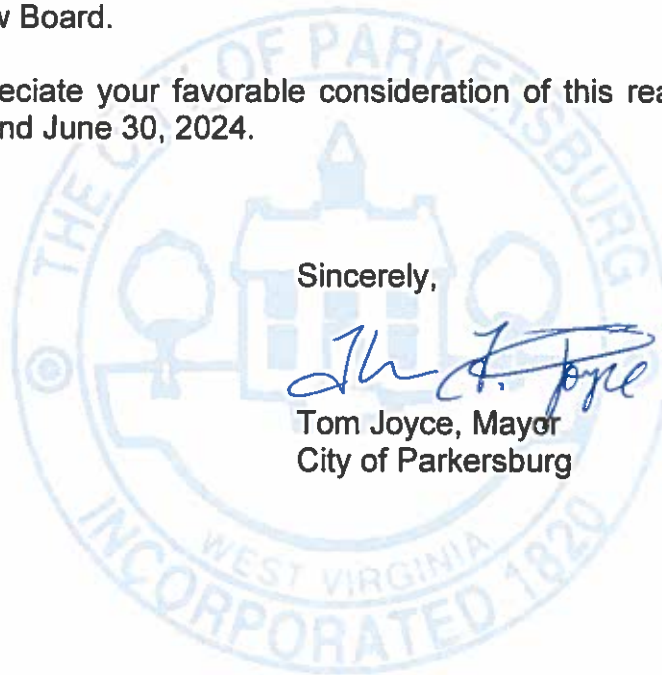
Thank you.

Sincerely,



Tom Joyce, Mayor
City of Parkersburg

TJ:cs



RESOLUTION SETTING DATES FOR COUNCIL
MEETINGS IN APRIL 2021

comics
WHEREAS, municipalities are required to determine the fiscal condition of the municipality and adopt a budget between March 7 and March 28th; and

WHEREAS, according to the WV State Auditor's Office, the meeting at which the municipality adopts the budget will stand adjourned until the third Tuesday in April, and during that time the State Auditor's Local Government Services Division will review the levy estimate (budget); and

WHEREAS a notice is mailed to each entity notifying them of the State Auditor's approval or conditional approval of the budget, and on the third Tuesday in April the municipality will officially lay the levy with written approval of the State Auditor; and

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that City Council meetings in April shall be held April 13, 2021 and April 20, 2021.

Sponsored by the Committee of the Whole

March 8, 2021

At 6:00 PM, on Monday, March 8, 2021, Council Vice President, Sharon Kuhl, called the Committee of the Whole to order out of recess from February 23, 2021 to begin budget meetings for fiscal year 2021/2022. As Vice President, she is Chairman of the budget hearings.

Members attending included Councilmen Jesse Cottrille, Wendy Tuck, JR Carpenter (arriving at 6:20 PM), Mike Reynolds, Chris Rexroad, Austin Richards, Zach Stanley, and Sharon Kuhl. Councilman Mercer was absent.

Others attending included Mayor Tom Joyce, Finance Director Eric Jiles, Public Works Director Everett Shears, City Engineer Adam Stout and City Attorney Blaine Myers.

Chairman Kuhl reminded the committee to take notes and they would be asking questions after each department was presented. No motions or amendments will be made until March 11, 2021.

There were no opening comments from Mayor Tom Joyce. Finance Director, Eric Jiles explained the revenues on pages one, two and three, line item by line item. Overall, the variance from our current budget year is \$7,635.00. A few revenue line items were reduced due to the COVID-19 pandemic that began March 2020 and remains. Mr. Jiles expects a fund balance of \$600,000.00, B & O taxes may decrease by \$725,000.00 in expectation of the \$500.00 exemption per quarter for businesses, and he does not expect the sales tax to decrease. Overall, our taxes are expected to decrease \$667,895.00. There is a \$653,472.00 transfer in from the Stabilization Fund to balance the budget.

Fines and forfeitures are down \$50,000.00 as a more realistic estimate, he said. No change in police and fire fees, demolitions will increase to \$100,000.00.

City departments discussed this evening included engineering, code administration, municipal building, public works, marketplace, floodwall, streets, street lighting, central garage, street cleaning, stormwater management, and parks and recreation.

In every department, Mr. Jiles explained that the city employees will receive a 2% pay increase.

Discussions and explanations continued until 7:35 PM.

MOTION – Mr. Reynolds moved, seconded by Mr. Stanley, to rise and report to City Council that no decisions have been made and hearings will continue, and the motion was adopted by unanimous vote.

Now sitting as City Council, the meeting adjourned. Council meets tomorrow evening with a regular Council agenda.

The meeting adjourned at 7:35 PM.

City Clerk

Council President

Council Vice President