

**AGENDA FOR PARKERSBURG CITY COUNCIL  
TUESDAY, JANUARY 25, 2022, 7:30 PM  
CITY COUNCIL CHAMBERS,  
SECOND FLOOR, MUNICIPAL BUILDING**

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- I. CALL TO ORDER – Council President, Zach Stanley
- II. ROLL CALL
- III. MINUTES – Regular Council meeting January 11, 2022
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. RESOLUTIONS
  1. Resolution requesting mid-year budget revisions for the General Fund, Capital Reserve Fund, Sanitation Fund, Memorial Bridge Fund, and Parks and Recreation Capital projects fund. (Pending approval of the Finance Committee January 20, 2022)
  2. Resolution to allow for the temporary vending of beer and/or wine in downtown Parkersburg, Central Business District, for the Point Park Concert Series, Taste of Parkersburg, Downtown Throwdown, and Artoberfest. (Sponsored by Councilmen Stanley, Carpenter, and Rexroad)
  3. Resolution amending the Rules and Regulations for the Firemen’s Civil Service Commission concerning service examinations and physicals. (Sponsored by Councilmen Cottrille, Mercer and Reynolds)
- IX. ORDINANCE, FIRST READING
  4. An ordinance authorizing an election for renewal of an existing levy for continued operation of the Mass Transportation (bus) System for two fiscal years, 2023 and 2024. (Sponsored by Councilmen Kuhl, Stanley, and Reynolds)
- X. ADJOURNMENT

Next meetings February 8<sup>th</sup> and 22<sup>nd</sup>, 2022

January 11, 2022

The Council of the City of Parkersburg met in regular session Tuesday, January 11, 2022, 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 from the meeting held December 28, 2021, amended to state that Vice President Kuhl presided over the meeting, and the motion was adopted by unanimous vote. The minutes from the special council meeting held November 30, 2021 were approved by unanimous vote.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – Council President, Zach Stanley, appointed the following committee members for 2022:

FINANCE COMMITTEE – Zach Stanley, Chair; Chris Rexroad, Vice Chair; and members Kuhl, Richards, and Reynolds;

PERSONNEL COMMITTEE – Sharon Kuhl, Chair; Bob Mercer, Vice Chair; and members Cottrille, Rexroad, and Richards;

PUBLIC WORKS COMMITTEE – Austin Richards, Chair; Chris Rexroad, Vice Chair; and members Mercer, Reynolds and Kuhl;

STORM WATER COMMITTEE – Mike Reynolds, Chair, Chris Rexroad, Vice Chair; and members Carpenter, Cottrille, and Tuck;

COMMUNITY SERVICE COMMITTEE – Sharon Kuhl, Chair; Bob Mercer, Vice Chair; and members Carpenter, Cottrille and Tuck; Mayor Joyce, City Engineer, Public Works Director, others needed from the Mayor.

URA – Sharon Kuhl, Chair; Bob Mercer, Vice Chair;  
Wood County Economic Development Authority – Zach Stanley;  
Municipal Planning Commission – Sharon Kuhl;  
Municipal Tree Commission – Mike Reynolds;  
Holiday in the Park – Bob Mercer;  
PKB – Zach Stanley;  
Bicycle Committee – Wendy Tuck;  
Downtown Façade Committee – JR Carpenter.

President Stanley announced a Finance Committee meeting will be held Thursday, January 20, 2022, at 6:00 PM to consider midyear budget revisions.

MESSAGE FROM THE EXECUTIVE – Mayor Tom Joyce requested that Mr. Jim Shreeves speak briefly with Council this evening. Mr. Shreeves, age 78, 2317 44<sup>th</sup> Place, told Council that he has walked the Quincy Hill steps 1,030 times, every morning, for the past 2 ½ years. He said he and his mother lived at the top of the steps when he was very young and his father was away in World War II, and he has always been very proud of them. He has cleaned graffiti and kept the area as clean as possible.

Mr. Shreeves received a standing ovation and appreciation from all attending.

Ms. Wendy Shriver, executive director of the Children's Museum, updated City Council on the Discovery World on Market project, which will include \$4.1 million for educational opportunities for children 0-8 years and up to mid-teens. They expect 26,000 visitors the first year, and will have a fourteen-member board. The Ross Foundation has been working towards this project since 2018, she said. She explained the challenging obstacles on the first floor, a discovery room on the 2<sup>nd</sup> floor for meetings and parties or field trips. There will also be a café with snacks. The third floor will be a design studio and problem-solving floor. They plan to open September 2022, and have raised \$488,000.00 from the community with a goal of \$1.5 million.

Ms. Shriver said she would work around the schedules for City Council to take a tour.

The Clerk presented a communication from Mayor Tom Joyce appointing Ms. Sharon Callow, 104 Marlin Street, Parkersburg WV to the Parkersburg Housing Authority Board to fill an unexpired term through February 14, 2024.

MOTION – Mr. Reynolds moved, seconded by Mr. Carpenter, to receive and file the communication and the motion was adopted by unanimous vote.

The Clerk presented a communication from Mayor Tom Joyce re-appointing Mr. Francis Angelos, 21 Meadowcrest Drive; Mr. Charlie Matthews, 2002 25<sup>th</sup> Street; Mr. Eric Gumm, 9-1 Franklin Street; and Mr. Luke Peters, 2905 26<sup>th</sup> Street, to the Municipal Planning Commission for terms to expire December 31, 2024.

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

PUBLIC FORUM – Mr. Roger Zakariasen, stated that Wood County is a constitutional County, and asked if the City of Parkersburg is a constitutional City.

CITY COUNCIL FORUM – Ms. Kuhl stated that she is wearing the color blue today to remember that today is National sexual trafficking awareness day. Police Chief, Scott Elliott told Council that we have been working on this, and we are fortunate that we don't experience too many cases, but it does happen. We have assisted federal agencies and we have information on our Facebook page on things to watch for.

Ms. Tuck stated that she is delighted to see a new house on 15<sup>th</sup> Street. We had planned for three, and the remaining two will be on East 12<sup>th</sup> Street. She also announced that they had a clean-up crew in her district last week in the 14<sup>th</sup>-15<sup>th</sup> Street/Lynn Street area, and another one planned in March.

Mr. Mercer encouraged everyone to reach out to Ms. Shriver with the Children's Museum and help any way they can, and also for other events in our City and Wood County.

There was no other business to come before the Council, and the meeting adjourned at 7:55 PM.

Corinne Shriver  
City Clerk

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Council President

**RESOLUTION**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Year 2021-2022 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**

<b>Account</b>	<b>Description</b>	<b>Current Budget</b>	<b>Proposed Adjustment</b>	<b>Revised Budget</b>	<b>Comments</b>
<b>REVENUE</b>					
301-002-000	PROPERTY TAX - PRIOR YEAR	86,710	30,000	116,710	REVISED ESTIMATE
301-092-000	EXCESS LEVY TAX - PRIOR YEAR	43,290	12,000	55,290	REVISED ESTIMATE
303-001-000	GAS & OIL TAX	50,000	4,865	54,865	ADJUSTMENT TO ACTUAL
305-000-000	BUSINESS & OCCUPATION TAX	7,400,000	140,000	7,540,000	DATAMAX RECEIPTS ESTIMATE
314-000-000	MUNICIPAL SALES TAX	6,000,000	498,523	6,498,523	REVISED ESTIMATE
325-000-000	LICENSES	67,000	(5,477)	61,523	ADJUSTMENT TO ACTUAL
361-000-015	PROCESS FEES	45,000	15,000	60,000	REVISED ESTIMATE - BILLED TO CUST
365-000-000	FEDERAL GRANTS	48,000	18,000	66,000	HITDA GRANT OT REVISED ESTIMATE
365-000-001	FEDERAL GRANTS - JAG	30,000	35,000	65,000	ADJUSTMENT FOR CESA GRANT FUNDS
380-000-000	INTEREST EARNED	30,000	(15,000)	15,000	REVISED ESTIMATE
386-000-000	INSURANCE CLAIMS	-	17,728	17,728	CLAIM REIMBURSEMENTS TO DATE
	<b>NET REVENUE ADJUSTMENT - GENERAL FUND</b>		<b>750,639</b>		
<b>EXPENDITURES</b>					
<b>CIVIL SERVICE</b>					
407-220-000	ADVERTISING & LEGAL PUB	6,000	10,000	16,000	ADVERTISING ESTIMATE
<b>MAYOR'S OFFICE</b>					
409-214-000	TRAVEL EXPENSE	640	500	1,140	REVISED ESTIMATE
409-230-000	CONTRACTUAL SERVICES	2,500	500	3,000	REVISED ESTIMATE
			1,000		
<b>FINANCE</b>					
414-103-008	OVERTIME EXPENSE	2,000	2,000	4,000	REVISED ESTIMATE
414-104-000	FICA EXPENSE	51,598	153	51,751	REVISED ESTIMATE
414-106-000	RETIREMENT EXPENSE	65,888	200	66,088	REVISED ESTIMATE
414-211-000	TELEPHONE/COMM EXPENSE	12,665	1,500	14,165	ADDED LANDLINES FOR EMERGENCIES
414-220-000	ADVERTISING & LEGAL PUB	6,200	8,000	14,200	REVISED ESTIMATE
414-221-000	TRAINING & EDUCATION	2,500	1,000	3,500	REVISED ESTIMATE - ADDT'L IT STAFF
414-226-005	WORKERS COMP EXPENSE	15,846	47	15,893	REVISED ESTIMATE
414-229-000	COURT COSTS & DAMAGES	25,000	15,000	40,000	REVISED ESTIMATE - BILLED TO CUST
414-230-000	CONTRACTUAL SERVICES	62,550	70,000	132,550	DATAMAX COLLECTION FEE ESTIMATE
414-341-050	DEPARTMENTAL SUPPLIES - IT	30,000	3,000	33,000	REVISED ESTIMATE
			100,900		
<b>CITY CLERK</b>					
415-214-000	TRAVEL EXPENSE	1,000	500	1,500	REVISED ESTIMATE
415-216-000	MAINT & REPAIR - EQUIPMENT	700	100	800	REVISED ESTIMATE
415-222-000	DUES & SUBSCRIPTIONS	225	50	275	REVISED ESTIMATE
			650		
<b>MUNICIPAL JUDGE</b>					
416-221-000	TRAINING & EDUCATION	50	175	225	REVISED ESTIMATE
416-240-000	REFUNDS	400	300	700	REVISED ESTIMATE
			475		

<b>CITY ATTORNEY</b>					
417-223-000	PROFESSIONAL SERVICES	10,000	5,000	15,000	REVISED ESTIMATE - LEGAL SERVICES
417-230-000	CONTRACTUAL SERVICES	500	<u>800</u>	1,300	REVISED ESTIMATE
			5,800		
<b>ENGINEERING</b>					
420-225-000	LAUNDRY & DRY CLEANING	1,000	100	1,100	REVISED ESTIMATE
420-230-000	CONTRACTUAL SERVICES	110,250	<u>50,000</u>	160,250	REVISED ESTIMATE - EMERG DEMOS
			50,100		
<b>DEVELOPMENT</b>					
421-230-000	CONTRACTUAL SERVICES	111,470	20,000	131,470	REVISED ESTIMATE - TITLE OPINIONS
<b>TRANSFERS TO OUTSIDE ENTITIES</b>					
424-567-030	CONTRIB - PNTF	15,000	18,000	33,000	REVISED HIDTA GRANT OT ESTIMATE
<b>CODE ADMINISTRATION</b>					
436-212-000	OUTSIDE PRINTING	500	250	750	REVISED ESTIMATE
436-220-000	ADVERTISING & LEGAL PUB	500	500	1,000	REVISED ESTIMATE
436-222-000	DUES & SUBSCRIPTIONS	400	1,000	1,400	REVISED ESTIMATE
436-225-000	LAUNDRY & DRY CLEANING	2,000	783	2,783	REVISED ESTIMATE
436-230-000	CONTRACTUAL SERVICES	50,000	<u>(10,000)</u>	40,000	REALLOCATED TO ENGINEERING
			(7,467)		
<b>TRANSFERS TO OTHER FUNDS</b>					
444-566-207	TRANSFER - P&R CAP PROJECTS	-	200,000	200,000	TRANSFER TO CAP PROJ - SW POOL
<b>MUNICIPAL BUILDING</b>					
440-213-200	UTILITIES - WATER/SEWER	15,199	1,233	16,432	REVISED ESTIMATE
440-225-000	LAUNDRY & DRY CLEANING	1,800	600	2,400	REVISED ESTIMATE
440-341-000	DEPARTMENTAL SUPPLIES	20,000	<u>5,000</u>	25,000	REVISED ESTIMATE
			6,833		
<b>CONTINGENCY</b>					
699-226-000	CONTINGENCY	50,000	(25,000)	25,000	REDUCTION FOR INSURANCE DEDUCT
<b>POLICE</b>					
700-103-008	OVERTIME EXPENSE	275,000	80,000	355,000	REVISED ESTIMATE
700-103-109	HOLIDAY PAYOUT EXPENSE	175,000	(15,000)	160,000	REALLOCATE TO OVERTIME
700-103-309	PATROLMEN SALARY	2,512,224	(50,000)	2,462,224	REALLOCATE TO OVERTIME
700-219-000	BUILDING & EQUIP RENTAL/LEASE	1,791	307	2,098	REVISED ESTIMATE
700-222-000	DUES & SUBSCRIPTIONS	15,000	2,000	17,000	REVISED ESTIMATE
700-223-000	PROFESSIONAL SERVICES	10,000	2,000	12,000	REVISED ESTIMATE
700-226-000	AUTO & LIABILITY INSURANCE	290,102	10,000	300,102	REVISED ESTIMATE - DEDUCTIBLES
700-228-000	FREIGHT	875	500	1,375	REVISED ESTIMATE
700-345-000	UNIFORM EXPENSE	36,707	<u>7,000</u>	43,707	REVISED ESTIMATE - FOR NEW HIRES
			36,807		
<b>FIRE</b>					
706-103-008	OVERTIME EXPENSE	135,000	25,000	160,000	REVISED ESTIMATE
706-103-109	HOLIDAY PAYOUT EXPENSE	92,000	40,000	132,000	REVISED ESTIMATE
706-104-000	FICA EXPENSE	46,626	943	47,569	REVISED ESTIMATE
706-221-000	TRAINING & EDUCATION	8,000	6,000	14,000	REVISED ESTIMATE - EMT CERT CLASSES
706-226-000	WORKERS COMP EXPENSE	71,316	1,528	72,844	REVISED ESTIMATE
706-343-001	GASOLINE	35,000	1,000	36,000	REVISED ESTIMATE
706-345-000	UNIFORM EXPENSE	5,000	2,500	7,500	REVISED ESTIMATE - FOR NEW HIRES
706-459-001	CAPITAL OUTLAY - GRANT EQUIPMENT	-	<u>35,000</u>	35,000	CESA GRANT EXPENDITURES
			111,971		
<b>FLOODWALL</b>					
714-225-000	LAUNDRY & DRY CLEANING	1,500	100	1,600	REVISED ESTIMATE

**STREETS**

750-216-000	MAINT & REPAIR - EQUIPMENT	5,975	5,000	10,975	TRUCK BED REPAIR ESTIMATE
750-220-000	ADVERTISING & LEGAL PUB	-	51	51	REVISED ESTIMATE
750-225-000	LAUNDRY & DRY CLEANING	11,000	280	11,280	REVISED ESTIMATE
750-230-000	CONTRACTUAL SERVICES	231,950	70,000	301,950	RESIDENTIAL SIDEWALK PROJECT EXP
			<u>75,331</u>		

**CENTRAL GARAGE**

754-213-200	UTILITIES - WATER/SEWER	2,105	214	2,319	REVISED ESTIMATE
754-217-000	MAINT & REPAIR - AUTO/TRUCK	50,000	50,000	100,000	REVISED ESTIMATE
754-222-000	DUES & SUBSCRIPTIONS	-	190	190	REVISED ESTIMATE
754-225-000	LAUNDRY & DRY CLEANING	3,500	150	3,650	REVISED ESTIMATE
754-341-000	DEPARTMENTAL SUPPLIES	30,000	15,000	45,000	REVISED ESTIMATE
754-343-005	AUTO REPAIR SUPPLIES	130,000	15,000	145,000	REVISED ESTIMATE
			<u>80,554</u>		

**STREET CLEANING**

756-220-000	ADVERTISING & LEGAL PUB	120	15	135	REVISED ESTIMATE
756-225-000	LAUNDRY & DRY CLEANING	4,900	1,000	5,900	REVISED ESTIMATE
756-341-007	SUPPLIES - SALT	40,000	30,000	70,000	ANTICIPATED INCREASE IN SALT NEEDS
			<u>31,015</u>		

**MASS TRANSIT**

759-567-005	CONTRIB - MASS TRANSIT	2,201,269	12,000	2,213,269	EQUALS THE INCREASE IN REVENUE
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**STORMWATER MANAGEMENT**

805-219-000	BUILDING & EQUIP RENTAL/LEASE	-	2,000	2,000	REVISED ESTIMATE
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**SANITATION GRANTS**

809-341-000	DEPARTMENTAL SUPPLIES	-	9,020	9,020	ADJUSTMENT TO ACTUAL
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**PARKS & RECREATION**

900-213-100	UTILITIES - ELECTRIC	76,336	4,500	80,836	REVISED ESTIMATE
900-213-200	UTILITIES - WATER/SEWER	16,335	5,000	21,335	REVISED ESTIMATE
900-219-000	BUILDING & EQUIP RENTAL/LEASE	1,500	50	1,550	REVISED ESTIMATE
900-225-000	LAUNDRY & DRY CLEANING	5,000	1,000	6,000	REVISED ESTIMATE
			<u>10,550</u>		

**CIVIC PROMOTIONS**

912-568-070	CONTRIB - HALF MARATHON	10,000	(10,000)	-	REALLOCATE TO RIVER CITY RUNNERS
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**CULTURE & RECREATION GRANTS**

920-568-060	RIVER CITY RUNNERS	-	10,000	10,000	REALLOCATE TO RIVER CITY RUNNERS
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NET EXPENDITURE ADJUSTMENT - GENERAL FUND 750,639

EXCESS/DEFICIT -

The above resolution proposed to the revised the FY22 General Fund budget to reflect adjustments to the budget as a result of activity year-to-date. The additional revenues appropriated are offset by expenditures revisions that are normally routine shoring up line items as an estimate for the remainder of the year.

**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 2021-2022 Fiscal Year to reflect the following changes:

**CAPITAL RESERVE FUND**

<b>Account</b>	<b>Description</b>	<b>Current Budget</b>	<b>Proposed Adjustment</b>	<b>Revised Budget</b>	<b>Comments</b>
<b>EXPENDITURES</b>					
414-459-000	EQUIPMENT - FINANCE	75,000	7,500	82,500	REALLOCATED FOR SUV
420-459-000	EQUIPMENT - ENGINEERING	32,000	3,895	35,895	REALLOCATED FOR SUV
421-459-000	EQUIPMENT - DEVELOPMENT	20,000	7,500	27,500	REALLOCATED FOR SUV
436-459-000	EQUIPMENT - CODE	20,000	7,500	27,500	REALLOCATED FOR SUV
444-566-082	EQUIPMENT - PARKS & REC	780,267	(673,617)	106,650	REALLOCATED AS XFER TO CAP PROJ
444-566-090	EQUIPMENT - SANITATION	180,000	(21,000)	159,000	REMAINDER - REALLOCATED FOR SUV
444-566-207	TRANSFER - PARKS & REC CAPITAL PRC	-	673,617	673,617	REALLOCATED AS XFER TO CAP PROJ
706-459-000	EQUIPMENT - FIRE	41,761	(257)	41,504	REMAINDER - REALLOCATED FOR SUV
714-459-000	EQUIPMENT - FLOODWALL	44,000	(5,138)	38,862	REMAINDER - REALLOCATED FOR SUV
	<b>EXCESS/DEFICIT</b>		<u>-</u>		

The above resolution proposes to revise the FY22 Capital Reserve Fund budget to reflect revisions to expenditure line items. Specifically, a reallocation of funds remaining after bids returned in order to provide an additional \$30,000 for 4 SUV's as well as a reallocation of the Southwood Pool Replacement funding as a transfer to the Parks & Recreation Capital Projects Fund.

**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 2021-2022 Fiscal Year to reflect the following changes:

**SANITATION FUND**

<b>Account</b>	<b>Description</b>	<b>Current Budget</b>	<b>Proposed Adjustment</b>	<b>Revised Budget</b>	<b>Comments</b>
<b>REVENUES</b>					
399-350-000	SALE OF RECYCLED MATERIAL	75,000	<u>50,000</u>	125,000	REVISED ESTIMATE
	NET REVENUE ADJUSTMENT		<u>50,000</u>		
<b>EXPENDITURES</b>					
800-215-000	MAINT & REPAIR - BUILDINGS	5,000	10,000	15,000	FIRE ALARM/EXTING SERVICE/REPAIR
800-225-000	LAUNDRY & DRY CLEANING	14,500	3,300	17,800	REVISED ESTIMATE
800-225-000	DEPARTMENTAL SUPPLIES	45,000	<u>10,000</u>	55,000	REVISED ESTIMATE
	NET EXPENDITURE ADJUSTMENT		<u>23,300</u>		
	EXCESS/DEFICIT		<u><u>26,700</u></u>		

The above resolution proposes to revise the FY22 Sanitation Fund to reflect an increase in the expected receipts on sale of recycled material, portions of which are appropriated toward operational needs and maintenance.



**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 2021-2022 Fiscal Year to reflect the following changes:

**MEMORIAL BRIDGE FUND**

<b>Account</b>	<b>Description</b>	<b>Current Budget</b>	<b>Proposed Adjustment</b>	<b>Revised Budget</b>	<b>Comments</b>
<b>EXPENDITURES</b>					
570-223-000	PROFESSIONAL SERVICES	-	15,000	15,000	LEGAL REP FOR WORKERS COMP CLAIM
570-223-002	PROF SVS - ENGINEERING/ARCH	60,000	45,000	105,000	CONTINUING REHAB PLAN REVIEWS
570-223-003	PROF SVS - INSPECTION	65,000	50,000	115,000	REHAB Q&A INSPECTIONS SERVICES
570-226-000	AUTO & LIABILITY INSURANCE	98,308	20,000	118,308	REVISED ESTIMATE
570-230-000	CONTRACTUAL SERVICES	50,000	7,000	57,000	REVISED ESTIMATE
570-341-000	DEPARTMENTAL SUPPLIES	60,000	5,000	65,000	REVISED ESTIMATE
	EXCESS/DEFICIT		<u>142,000</u>		

The above resolution proposes to revise the FY22 Memorial Bridge Fund to reflect revised estimates in terms of engineering services for rehabilitation reviews and inspections, as well as for outside counsel as representation for a Workers Comp claim.

**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 2021-2022 Fiscal Year to reflect the following changes:

**PARKS & RECREATION CAPITAL PROJECTS FUND**

<b>Account</b>	<b>Description</b>	<b>Current Budget</b>	<b>Proposed Adjustment</b>	<b>Revised Budget</b>	<b>Comments</b>
<b>REVENUES</b>					
369-000-000	TRANSFER IN - OTHER FUNDS	-	<u>873,617</u>	873,617	GF \$200,000; CAP RES \$673,617 xfer in
	NET REVENUE ADJUSTMENT		873,617		
<b>EXPENDITURES</b>					
900-458-030	SOUTHWOOD PARK POOL RESTORATIC	-	<u>873,617</u>	873,617	SOUTHWOOD POOL REPLACEMENT
	NET EXPENDITURE ADJUSTMENT		<u>873,617</u>		
	EXCESS/DEFICIT		<u><u>-</u></u>		

The above resolution proposes to revise the the Parks & Recreation Capital Projects Fund to account for funds transferred in with an expenditure accumulated-to-date appropriation for the replacement of Southwood pool.

**RESOLUTION TO ALLOW FOR THE TEMPORARY VENDING OF BEER AND/OR WINE IN DOWNTOWN  
PARKERSBURG – CENTRAL BUSINESS DISTRICT**

Whereas, Parkersburg’s Central Business District is the largest employment center in the Mid-Ohio Valley, and

Whereas, private and public investment in recent years has contributed to the revitalization of the CBD, and

Whereas, events in the CBD create opportunities for the general public to observe and experience these positive changes, and

Whereas, events in the CBD give small businesses an opportunity to showcase their wares and/or services, and

Whereas, the events described herein intend to serve beer and/or wine, and

Whereas, event organizers shall obtain all the necessary permits from the Mid-Ohio Valley Health Department and West Virginia Alcohol and Beverage Control Administration (ABCA), and

Whereas, City Council wishes to allow for the vending and responsible consumption of beer and/or wine at events described herein, during hours of operation of said event and in accordance with all ABCA regulations, and

Whereas, nothing contained within this Resolution is intended to endorse or support any particular belief, philosophy, or political position as it relates to the consumption of beer and/or wine at said events,



NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Parkersburg, that beer and/or wine shall be permitted at the following said events in accordance with the West Virginia Alcohol Beverage Commission Administration for the purpose of obtaining a permit from said organization:

*Point Park Concert Series: June 3<sup>rd</sup>, July 1<sup>st</sup>, and August 5<sup>th</sup>, 2022*

Organizer: Downtown PKB

Location: Point Park

Alternate Location: Bicentennial Park

*Taste of Parkersburg: June 4<sup>th</sup>, 2022*

Organizer: Downtown PKB

Location: Bicentennial Park

*Downtown Throwdown: September 17<sup>th</sup>, 2022*

Organizer: Downtown PKB

Location: Bicentennial Park

*Artoberfest: October 15<sup>th</sup>, 2022*

Organizer: Parkersburg Art Center

Location: Market Street, between 7<sup>th</sup> and 9<sup>th</sup> Streets

Sponsors:

RESOLUTION AMENDING THE RULES AND  
REGULATIONS FOR THE FIREMEN'S CIVIL  
SERVICE COMMISSION FOR THE  
CITY OF PARKERSBURG

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG  
that the Special Rules and Regulations for service examinations and physicals for the  
Fire Department for the City of Parkersburg be amended, as attached hereto and  
underlined and or typed in red concerning the minimum score and the Physical Agility  
Testing.

Sponsored by Councilmen Cottrille, Mercer, and Reynolds

SPECIAL RULES FOR CIVIL SERVICE EXAMINATIONS AND PHYSICALS  
FOR THE FIRE DEPARTMENT OF PARKERSBURG WEST VIRGINIA  
(originally adopted May 2002, amendment Aug 2009, amendment 9/24/19)

The purpose of the Firemen's Civil Service Commission for the City of Parkersburg shall be

1. To provide a complete, all-inclusive and non-discriminatory system for the appointment, promotion, reduction, removal, and reinstatement of the members of the City of Parkersburg Fire Department
2. To provide for an efficient professional and competent Fire Department to serve the citizens of the City of Parkersburg.

The Rules and Regulations contained herein are in addition to, and not intended to supersede any Rule or Regulation listed in Chapter 8, Part IV of the West Virginia Civil Service Law pertaining to paid Fire Departments.

EXAMINATIONS

1. All Civil Service examinations for applicants for the position of Firemen in the Parkersburg Fire Department and for promotion of members of said Fire Department, shall be administered by the Parkersburg Firemen's Civil Service Commission. The Commission consisting of three (3) members, duly appointed in accordance with Chapter 8, Article 15, Section 15 of the Code of the State of West Virginia.
  - A. All applicants shall be tested by completely objective standards. Each applicant shall pay a fifteen (\$15 00) dollar administrative fee in order to take the competitive examination. Said fee to be paid at the time they submit their application.
  - B. No person may be accepted for examination who:
    - Has failed to make application as provided herein and provide required information, or
    - Has not attained a high school diploma or general education diploma (G B D.), or
    - Fails to appear at the designated place and time for examination, or
    - Fails to pay the fifteen (\$15 00) Dollar Administrative Fee.
2. Applicants for original appointment shall be in accordance with the Civil Service Laws of West Virginia for paid firemen as stated in Chapter 81 Article 15 Section 17.
  - A. The Commission shall select an appropriate multiple-choice written examination and shall cause the same to be administered and promptly scored. (amended 9/24/19)
  - B. A passing score shall be a minimum of seventy (70) percent. (amended 9/24/19)
  - C. Five points credit will be added to the passing score of any applicant who qualifies for a military service credit, in accordance with West Virginia Code 6-13-1. (amended 9/24/19)
  - D. Five Points credit will be added to the passing score of any applicant who holds a current and valid Emergency Medical Technician certification or higher through the

National Registry of Emergency Medical Technicians or the WV State Office of Emergency Medical Services

3. (a) Examinations for promotion shall be in accordance with the Civil Service Laws of West Virginia for paid firemen, as stated in Chapter 8, Article 15, Section 22.
- (b) The appointing official shall request the promotion examination to be given to fill a specified number of positions.
- (c) Promotion vacancies filled in any position(s) requested by the appointing officials shall be filled from the certification list submitted by the Firemen's Civil Service Commission. The test results and certification may be used for a period of three (3) years from date of certification. (Amended April 91 2002, res #7198)
- (d) After written examinations have been completed by the applicants, the Commission will submit the written examinations to an independent examination testing company ("testing company") for grading. Once the written examinations have been graded by the testing company, the scores will be sent to the Commission, who will record the scores and present the results. Members of the City of Parkersburg Fire Department who participated in the written examination may observe the submission of the written examinations to the testing company for grading, the receipt of the scores, and the recording and presentation of the results. (Amended August 25, 2009, res # 8090)
4. A reasonable time limit for an applicant's completion of a written examination shall be determined by the Parkersburg Firemen's Civil Service Commission before the examination is administered and the allotted time limit shall be announced to all applicants before the beginning time of the examination.
5. There shall be proper authoritative supervision during the entire time of the written examination. Two Commissioners shall be present at all times.
6. It shall be the policy of the Firemen's Civil Service Commission to permit representation of the press to visit, observe and record the events surrounding the examinations herein referred to insofar as it is possible to allow them to do so without disturbing applicants who are taking such examination. Representatives of the press may observe and be present at competitive examinations administered under the provisions of these regulations, subject to the following restrictions:
  - a. Whenever the Commission determines that the number of press representatives seeking to attend and examination is so large that their attendance will disturb the candidates taking such examination, the Commission may choose in a fair and random method five (5) representatives of the press to attend and observe such examination, and
  - b. Representatives of the press attending such examination, shall observe such examination in a quiet and orderly fashion, and
  - c. Representatives of the press shall under no circumstances interview or record by film, videotape or any other electronic means, any conversation or images in the area where the examinations are being conducted without prior approval of the commission, and
  - d. Representatives of the press not complying with these rules and regulations may be asked to leave the area of the examination.
7. (a) For each examination, the identity of each candidate shall have been concealed by the use of an identification number. Each candidate's name and identification number shall appear only on a document which is sealed immediately prior to the administration of the test. Each candidate's answer sheet shall be identified only by his/her identification

number and shall not bear his/her name. The sealed identification document shall not be opened until after the Commission has completed scoring the examination.

(b) A minimum score of seventy (70) percent on the written examination must be achieved. Any test score lower than seventy (70) percent will not be ~~added into the standard grading curve and~~ combined with experience/seniority points (amended 9/24/19)

(c) The apportionment of weight to the competitive examination and experience and seniority will be as follows:

Competitive Examination 70 and Experience and Seniority 30. The test score and experience score shall be graded on a standard grading curve.

The list of eligible shall be established by ranking applicants for promotion in order in accordance with the following formula:

Written Examination Score (Raw Score – one point per each correct answer) + Seniority (based upon 1 point per year of service, 0.00274 points per day of service)

The total number of points so calculated shall constitute each applicant's score. Applicants shall be ranked in accordance with their scores and a list of eligible constructed therefrom.

8. The Commission shall give at least a 14 day written notice of each promotional examination. Such notice shall consist of the date, time, place and the formula for arriving at the final composite score for that examination.
  9. All testing materials shall be delivered and returned under a dual receipt system signed by one member of the Commission and one member of the Parkersburg Fire Department. On the date and time of test, it shall be transported directly to the location of the test.
  10. All testing materials will be first opened in the presence of all the applicants for the examination. After the examination, the package shall be sealed and returned. If for any reason the package must be reopened before returning, the package will be unsealed by the Commission under the observation of members of the City of Parkersburg Fire Department who took the test and desire to be present.
11. The Commission will furnish copies of these Rules and Regulations and any changes thereto to all members of the City of Parkersburg Fire Department.

### PHYSICALS

1. (a) Physicals for promotion and initial appointment shall be in accordance with Chapter 8, Article 15, Section 18 of the West Virginia Civil Service Law, wherein it states All applicants for appointment or promotion to any position in a paid fire department who have passed the competitive examination specified shall, before being appointed or promoted, undergo a medical examination which shall be conducted under the supervision of a board composed of two (2) doctors of medicine appointed for such purpose by the Mayor of the municipality.
  - (b) Such Board must certify that the applicant is free from any bodily or mental defect, deformity or disease which might incapacitate him from the performance of the duties of the position desired and is physically fit to perform such duties.
2. The Commission hereby adopts the NFPA 1582 (National Fire Protection

Association) Standard of Medical Requirements for Fire Fighters as the current Medical Standards for initial appointment to the City of Parkersburg Fire Department with the following exceptions'

1. Paragraph 2-1 Deleted (General)
  - 2 2-2.3 DENTAL, as follows:
    - (c) Orthodontic Appliances Individuals with Orthodontic appliances attached to the teeth are administratively acceptable so long as the appliance does not interfere with the wearing of the protective mask
  - 3 2-2 7.2 EYES AND VISION, changed as follows
    - (b) Standard Visual Acuity without correction shall be at least 20/50 in either eye and standard visual acuity with correction shall be at least 20/20 in either eye
  - 4 2-2. 10a HEART

Add thereto, subparagraph (i) as noted below:

    - (i) All applicants shall undergo an electrocardiographic examination
  - 5 Paragraph 2-3, Minimum Physical Fitness Requirements, DELETED.
  - 6 Height and Weight shall be in proportion
3. A Certified copies of all physicals taken shall be sent to the Parkersburg Firemen's Civil Service Commission when any applicant is appointed, promoted or fails the physical examination
  - B As mentioned in Items 1 and 2 under Physicals, appointment shall mean initial appointment to the fire department
  4. Applicants will pass physical requirements as set forth in their training program and set by the Firemen's Pension Trustee Board before permanent appointment Applicants for promotion will pass physical standards according to the duties they must perform in the position of promotion.
  5. Certified copies of all physicals taken, whether passed or failed, shall be sent to the Parkersburg firemen's Civil Service Commission before any applicant is certified for promotion or appointment
  6. As mentioned in all previous items, the term appointment shall mean initial appointment

#### Physical Agility Testing

1. Applicants must achieve a minimum passing score on the physical ability examination.
2. Applicants who do not attain a minimum passing score on each event will be given one additional opportunity at the next scheduled physical agility test to achieve a minimum passing score. If a minimum passing score is not attained at the second physical agility test, the applicant will be removed from the list.

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3. Applicants who do not appear for the physical agility test they are scheduled for will be removed from the eligibility list.

4. The physical agility test will contain the following events:

- a. Mile and a 1/4 run – WV Criminal Justice and Highway Safety Division standard
- b. Push-ups – WV Criminal Justice and Highway Safety Division standard
- c. Sit-ups – WV Criminal Justice and Highway Safety Division standard
- d. Balance beam – 24 feet Z pattern
- e. Flexibility test
- f. Mannequin drag – 165lbs. – 100 feet
- g. Stair Climb/hose hoist
- h. Stair Climb/high rise carry
- i. 65' Ladder Climb
- j. Hose Pull – static – 100 feet
- k. Hose Pull – flowing – 100 feet
- l. Hose Maze – 200 feet

(Items F through L will be taken in full turnout gear)

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Whereas the Firemen's Civil Service Commission met on January 10, 2022 to consider certain changes to the Commission's Special Rules concerning initial/entry and promotional examinations, and

Whereas after consideration of the same the Firemen's Civil Service Commission approved such amendments to the said Special Rules.

Now Therefore Be It Resolved By The Council Of The City Of Parkersburg that the amendments to the Special Rules For Civil Service Examinations and Physicals For The Fire Department relative to the initial or entry and promotional examinations for Firefighters and as are attached hereto and made a part hereof be and they are hereby adopted.

Sponsored By Councilmembers \_\_\_\_\_

The proposed amendments to the Special Rules are highlighted and underlined.

The present Special Rules are attached for comparison.

**AN ORDER AUTHORIZING AN ELECTION FOR RENEWAL OF AN EXISTING LEVY  
UNDER THE PROVISIONS OF WEST VIRGINIA CODE  
CHAPTER 11, ARTICLE 8, SECTION 16, TO  
PROVIDE FOR THE CONTINUED OPERATION OF THE  
MASS TRANSPORTATION (BUS) SYSTEM**

**IT IS HEREBY RESOLVED AND ORDERED** by the City Council of the City  
of Parkersburg:

**Section 1:**

The Council of the City of Parkersburg, West Virginia, is of the opinion and does  
hereby find:

(a) That the existing mass transportation system operated by the Mid Ohio Valley  
Transit Authority is funded for operations in the municipalities of Parkersburg and Vienna only  
in an amount which will permit operation of said system until June 30, 2023.

*can*  
(b) That for the existing mass transportation system to be operated beyond  
June 30, 2023, additional revenues are needed.

(c) That for the good of the public welfare it is necessary that an existing  
additional levy be renewed, extended and utilized to fund the operation of the mass  
transportation system in the future.

**Section 2:**

The purpose for which the renewal of the existing additional levy funds are  
needed is to continue the operation of the mass transit (bus) system in the cities of Parkersburg  
and Vienna, West Virginia, at a total cost of approximately \$3,042,417.78 per year for two (2)  
years, of which the sum of \$2,172,200.25 per year for two (2) years would be derived from the  
City of Parkersburg.

Section 3:

The total amount of funds needed for the purpose above stated is approximately \$3,042,417.78 per year for two (2) years, of which \$2,172,200.25 per year for two (2) years would be funded by the City of Parkersburg. These funds will be used to provide for the continued operation of the mass transit (bus) system in the cities of Parkersburg and Vienna, West Virginia, provided, however, that in the event the additional levy is approved by the voters of the City of Parkersburg, but disapproved by the voters of the City of Vienna, funds obtained from the levy may be used for the operation of the mass transit (bus) system for routes which originate or terminate within the geographical confines of the City of Parkersburg.

Any surplus funds received by the City of Parkersburg may be utilized for the same purposes during the fiscal year so received.

In the event any funds may be obtained from the United States of America, the State of West Virginia, or any other legal source, by gift, grant or otherwise, in aid of furtherance of the aforesaid purposes, the City of Parkersburg is authorized to match such funds from the proceeds of the additional levy.

Section 4:

The separate and aggregate assessed valuation of each class of taxable property within the City of Parkersburg as shown by the records of the Assessor of Wood County, West Virginia, as of May 13, 2021, for State, County and City taxation is as follows:

Class I	\$	-0-
Class II		503,474,912.00
<u>Class IV</u>		<u>617,420,775.00</u>
Total		\$1,120,895,687.00

Section 5:

The proposed additional rate of renewal levy in cents on each One Hundred Dollars (\$100.00) assessed valuation of taxable property in the City of Parkersburg is as follows:

Upon Class I Properties	\$0.06248
Upon Class II properties	\$0.12496
Upon Class IV properties	\$0.24992

Said rates may be reduced for all classes of property for each levy tax year so as to cause such rate of levy to produce no more than approximately \$2,172,200.25.

Section 6:

The proposed years to which the renewed additional levy shall apply are the two (2) fiscal years beginning July 1, 2023, and July 1, 2024.

Section 7:

The City of Parkersburg shall not issue bonds for the purposes set forth in this Order.

Section 8:

The question of laying such renewal of existing additional levy shall be submitted to the voters of the City of Parkersburg at an election to be held in said City on the 10<sup>th</sup> day of May, 2022, in accordance with the election laws of the State of West Virginia.

Section 9:

The registration of voters and the use of registration books shall be governed by the permanent registration law of the State of West Virginia and the registration lists of Wood County, West Virginia, as amended and corrected according to law, shall be the official registration list for such election. It appears that the provisions of West Virginia Code,

Chapter 3, Article 3, relating to absentee and early voting are clearly adaptable to this election. Except to the extent expressly herein provided, this election shall be governed by the general election laws of the State of West Virginia.

Section 10:

The Notice calling such election shall be given by publication of this Order as a Class II-0 legal advertisement in compliance with provisions of Article 3 of Chapter 59 of the Code of West Virginia of 1931, as amended, being published once a week for two (2) successive weeks prior to the date of the election in two (2) qualified newspapers, of opposite politics if two (2) such newspapers are available, or, if only one (1) such qualified newspaper is available, in that qualified paper, and of general circulation in Wood County, West Virginia.

Section 11:

The form of the ballot for such election shall be as follows:

Election to authorize the renewal of existing additional levies for the fiscal years beginning July 1, 2023, and July 1, 2024, for the purpose of providing for the continued operation of the mass transit (bus) system in the cities of Parkersburg and Vienna, West Virginia, according to the Order of the Council of the City of Parkersburg adopted on the 25<sup>th</sup> day of January, 2022. In the event renewal of existing additional levies are approved by the voters of the City of Parkersburg but disapproved by the voters of the City of Vienna, the funds from said additional levy may be used for the operation of the mass transit (bus) system for routes which originate and terminate within the geographical limits of the City of Parkersburg.

The renewal of the existing additional levy per \$100.00 valuation shall be on Class I property, \$0.06248; on Class II property, \$0.12496; and on Class IV property, \$0.24992. Said rates may be reduced for each levy year so that the proceeds of the additional levy shall be approximately \$2,172,200.25 per year.

- ( ) Yes, for renewal of levy for continued mass transit (bus) service
- ( ) No, against renewal of levy for continued mass transit (bus) service