



**Acts of
City Council of Hinton
Regular Meeting
Tuesday, July 21, 2020
7:00 p.m. – City Hall**

1. Call to Order/Roll Call – Mayor Jack Scott called the meeting to order. The record showed that Councilman Pat Jordan, Councilman Larry Meador, Councilman Jim Leslie and Councilwoman Roberta Sorg were in attendance.
2. Invocation/Pledge of Allegiance – City Manager Cris Meadows led the prayer and the Pledge.
3. Approval of Agenda – Councilman Jordan moved to approve the agenda. Councilman Meador seconded the motion. The motion passed on a vote of 5-0.
4. Approval of Minutes – Councilman Jordan made a motion to approve the minutes of the June 16 regular meeting. Councilwoman Sorg seconded the motion. Councilman Leslie noted some changes to be made. Councilman Jordan amended his motion to include the suggested changes. Councilwoman Sorg seconded the amended motion and the motion passed 5-0.
5. Appearance of Citizens – Patty Sears Hamm spoke about her concerns with the house next door that has a chimney leaning toward her house at 1512 Summers Street. Candace Harless discussed with Council the location of a resource box at TownSquare. Virginia Fitzwater discussed the burned homes in her 9th Avenue neighborhood and thanked the police and fire department personnel for their help in the area.
6. Approval of Council President – Councilman Meador moved to approve Councilman Pat Jordan as Council President. Councilman Leslie seconded the motion. The motion passed on a vote of 4-0, with Councilman Jordan not voting.
7. Approval of Legal Counsel and Compensation Agreement – Councilman Leslie moved to retain Anna Ziegler as legal counsel at a compensation of \$1,200. monthly and that input to her from the governing body come primarily from Mayor Scott and City Manager Cris Meadows, so as not to lead legal counsel in too many different directions at one time. Councilman Jordan seconded the motion. The motion passed on a vote of 5-0. Councilman Leslie also noted that this this line item in the budget would need a revision.
8. Department Heads briefing – Fire Chief Ray Pivont reported on the status of the new fire truck. It should be delivered next month. Also, the Fire Department personnel had responded to a house fire on 13th Avenue in the West End. Public Works Director Billy Dan Gill reported on the status of the road repairs on Ballengee Street Extension, the clean-up of Batteau Beach and the painting of the CFM House. Police Chief Nate Allen discussed implementing foot patrols downtown during business hours. The Police Chief is now doing Business checks during the evening hours, and further, is researching similar programs for the DARE program for kids. City Manager Cris Meadows reported on the good year at Wild Water Express, but that the Fitness Center is not doing as well, which is somewhat attributable to the COVID-19 situation.
9. Approval of Paid Invoices – Councilman Jordan moved to approve the listing of paid invoices

for the month of June 2020. Councilwoman Sorg seconded the motion. The motion passed by a vote of 5-0.

10. Approval of June Financial Report – Councilman Leslie moved to approve the June 2020 Financial Report. Councilman Meador seconded the motion. Following discussion, Councilman Leslie withdrew his motion; Councilman Meador withdrew his second to the motion. Councilman Leslie then made a motion to table action on this report until the August regular meeting, seconded by Councilman Jordan. The motion passed by a vote of 5-0.
11. Mayor’s Report – Mayor Scott reported on developing a plan for the Batteau Beach area. Mayor Scott and staff along with local citizens and planners met with WVU representatives of the Fulcrum project. They have selected Hinton to be a special project for the students at WVU to help design and implement access to our rivers. The Mayor also reported on meeting with the Corp of Engineers regarding positive initiatives with them. He also discussed the community-wide cleanup and the demolition that will be started next month in the 11th Avenue area of the West End. Legal Counsel Anna Ziegler added comments, likewise, in regard to clean up and demolition of dilapidated structures.
12. Approval of Committee Appointments and Discussion Regarding New Committees – In conformity with WV Code 6-9A-4-(b)(2), Council President Jordan moved to go into executive session, seconded by Councilwoman Sorg. The motion passed on a vote of 5-0. The governing body, with the City Manager and Legal Counsel, exited Council Chambers for the executive session. Upon returning to the Council meeting from executive session, Councilman Leslie moved to return from executive session to the agenda item at hand, seconded by Councilman Jordan and passed on a vote of 5-0. Councilwoman Sorg moved to approve the Department Heads, but then withdrew her motion. Councilwoman Sorg then made a motion to table this agenda item until the next meeting of Council, seconded by Councilman Meador and passed on a vote of 5-0.
13. Approval of 2018-2019 Audit – Councilman Leslie moved to approved the Audit Report, seconded by Councilman Jordan. Discussion then proceeded with Councilman Leslie stating that his motion includes the following from the Audit Report and become a part of the minutes of this meeting: **a)** “The City Council is the City’s highest level of decision-making authority. The Council would take formal action to establish, and modify or rescind, a fund balance commitment or to assign fund balance amounts to a specific purpose. The City has adopted a revenue spending policy that provides guidance for programs with multiple revenue sources. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance And lastly unassigned fund balance. The City has the authority to deviate from this policy if it is in the best interest of the City.”; **b)** “For deposits, the City could be exposed to risk in the event of a bank failure where the City’s deposits may not be returned. The City does have a deposit policy for custodial credit risk. At year end, the primary government’s funds bank balances were \$728,240. Of the bank balance, \$0 was exposed to credit risk because it was fully collateralized by the FDIC or with securities held by the pledging financial institution’s trust department or agent but not in the City’s name.” Councilman Leslie advised the City Manager to contact the City’s primary financial institution and make certain that their trust department pledged securities that would equal the City’s largest balance on any given one day of the Fiscal Year.; and **c)** “Compliance and other Matters: As part of reasonably assuring whether the City’s financial statements are free of material misstatements, we tested its compliance with certain provisions of laws, regulations, contracts, land grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our test disclosed no instances of noncompliance or

other matters we must report under *Government Auditing Standards.*” Councilman Leslie added his appreciation to City Manager Cris Meadows for an excellent Audit Report.

The motion was passed on a vote of 5-0.

14. Discussion and/or Action Regarding Home Demolition and Property Clean Up – This agenda item was discussed in the Mayor’s Report.
15. Discussion and/or Action Regarding the Old Hub Clothing Store Building – Mayor Scott discussed the reported issues with the building and advised that legal counsel has contacted the owner for immediate resolution. The WV Fire Marshall’s Office has also been contacted in this regard. While inspecting the rear, alleyway entrance for the former Hub Clothing Store building, it was further discovered that the rear entrance to the former Danny’s Bar, situated in the same alleyway entrance, had deteriorated, and a huge opening was visible in this wall. City Manager Cris Meadows has contacted an engineer for a professional opinion for stabilizing this building immediately.
16. Discussion and/or Action Regarding 11th Avenue Clean Up – This agenda item was discussed in the Mayor’s Report.
17. Discussion and/or Action Regarding City-Wide Clean Up – Mayor Scott stated that he has been working with the Police Department on a cleanup in late September, making it an annual event each spring.
18. Discussion and/or Action Regarding Batteau Beach, Survey Update, Environmental Assessment Approval – Councilman Leslie made a motion to approve \$2,400. for Greenbrier Environmental Group Inc. to conduct a Phase I Environmental Study of the WVDOH property on Commercial Street, fronting Batteau Beach. The motion was seconded by Council President Jordan. WVDOH has agreed to gift the property to the City for this development purpose. The motion passed on a vote of 5-0.
19. Discussion and/or Action Regarding City Purchase Order Requirements – Mayor Scott asked purchase order requirements be followed for all future purchases. Council agreed that purchases under the amount of \$500. did not require a purchase order, and that further there would be times when emergency purchases would be needed by Department Heads. Council also stated that ‘blanket’ purchase orders be issued for recurring monthly purchases.
20. Discussion and/or Action Regarding an Economic Development Officer – In conformity with WV Code 6-9A-4-(b)(2), Mayor Scott recommended an executive session. Councilman Leslie moved to go into executive session, seconded by Council President Jordan. The motion passed on a vote of 5-0. The governing body, with the City Manager and Legal Counsel, exited Council Chambers for the executive session. Upon returning to the Council meeting from executive session, Councilman Leslie moved to return from executive session to the agenda item at hand seconded by Council President Jordan and passed on a vote of 5-0. Councilman Leslie made a motion to continue forward with the economic and community Development pathway proposed, with the eventual recruitment and hiring of an Economic Development Officer. The motion was seconded by Council President Jordan and passed on a vote of 5-0.
21. Discussion and/or Action Regarding All City Properties – Mayor Scott stated that, other than a few small issues, all city properties are in good condition. He will focus on cleanup. Councilwoman Sorg mentioned the leaking roof on the RR Museum. City Manager Cris Meadows stated he could get an estimate for this roof replacement/repair. Council did discuss acquiring grant monies for roof replacement/repairs. Council also discussed the construction work by AMTRAK on the CSX property adjoining the Depot.
22. Discussion and/or Action Regarding Update to Comprehensive Plan – City Manager Cris Meadows stated that the City Planning Commission, with assistance by the WVU College of Law Land Use and Sustainable Development Law Clinic, was working on a new Comprehensive Plan. Although the process has been hindered by COVID-19, a draft of the

plan is available. The City Planning Commission needs to meet soon and choose five (5) action items to focus efforts on immediately. There are thirty-six (36) action items detailed in the Comprehensive Plan.

23. Discussion and/or Action Regarding Two Meetings/Workshop per Month – Council discussed the need for additional meetings or workshops. Councilman Meador made a motion to call a Special Meeting of Council for Tuesday, August 4, seconded by Council President Jordan. The motion passed on a vote of 5-0. Council also agreed to a Workshop prior to this Special Meeting on the same date.
24. Discussion and/or Action Regarding Employee Appreciation Day – Council discussed an Appreciation Day at Wild Water Express for all city employees and family in August.
25. Discussion Regarding CSO Grant Update – City Manager Cris Meadows stated he met with engineers last week to review plans that would correct the Combined Sewerage Overflow (CSO) problem in Bellepoint. Grant money has been awarded to the City for this much-needed improvement. The main line on Greenbrier Drive will be replaced from Pine Street to the Bellepoint Bridge. The line along the river bank below Bluestone Dam will be removed and a new line installed into Riverside Drive. This project will also divert rainwater from the residences into the river. Currently, and presently, rainwater flows into the sewerage system, creating an expensive and unnecessary treatment at the City Wastewater Treatment Plant.
26. Adjournment – Councilman Leslie made a motion to adjourn the meeting, seconded by Council President Jordan. The motion passed on a vote of 5-0.

Cris C. Meadows/City Manager

Jack L. Scott/Mayor