



City of Weston, WV
Regular Session City Council Meeting
Lewis County Courthouse
November 7, 2022 at 6:00 p.m.

Call In#: (415) 762-9988

Meeting ID: 482-656-4989

Pass Code: 269

AMENDED AGENDA

Full Agenda Packets Available on www.CityofWestonwv.com

- 1) Call to Order/Moment of Silence
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Minutes
Regular Session – October 3, 2022
Special Session – October 23, 2022
Visitor Section (5 Minute Time Limit)
- 5) Presentations
 - Rhett Dusenberry – from Congressman Mooney for Josh Thomas Retirement and for Grants for Police Cars
 - Proclamation for the Lewis County High School Cheerleaders Class AA Region II Title
 - Amanda Workman-Scott Director of Community Engagement of WV Community Hub (USDA RDI Funding and HubCap)
 - Advantage Technology – Camera Bid and Private Internet (Approval Requested)
- 6) Receive and File Reports of City Boards, Commissions, and Outside Agencies
Reports
 - A. Weston Cemetery Board - Next Meeting – Monday January 9, 2023 at 9:00 a.m. at the Municipal Building.
 - B. Historic Landmark Commission - Next Meeting – Thursday, November 10, 2022 at 5:00 p.m. at the Municipal Building.
 - C. Weston Planning Commission - Next Meeting – Wednesday, November 9, 2022, at 4:00 p.m. at the Municipal Building.
Application for David Blake (Approval Requested)
 - D. Board of Parks and Recreation - Next Meeting on Friday November 18, 2022 at 2:00 p.m. at the Municipal Building.
Application for Laura Anderson (Approval Requested)
 - E. Lewis County EDA - Next Meeting – Wednesday, November 23, 2022 at 5:00 p.m. at 110 Center Avenue 2nd floor.
 - F. Board of Zoning Appeals - Next Meeting – Tuesday, November 8, 2022 at 6:00 p.m. at the Municipal Building
Application for Charles Gant (Approval Requested)
 - G. Code Appeals Board - Next Meeting – Thursday, November 17, 2022 at 6:00 p.m. at the Municipal Building.
 - H. Outside Agencies
Region VII Planning and Development Council – Next Meeting Monday, January 30, 2023.



Minutes from Monday, October 24, 2022 included.

- A. Known Vacancies to be Filled - Board of Zoning Appeals - 1 available position as alternate

7) Sanitary Board Director Report

8) Department Reports

- A. Finance – Joe Solberg Monthly Report for November.
- B. Street Department - November Report in Packet.
- C. Police Department – November Report in Packet.
- D. Fire Department - November Report in Packet
- E. Building/Code/Zoning Report - November Report in Packet
- F. City Attorney - November Report.
- G. City Clerk – November Report in Packet.
- H. City Manager – November Report

9) Old Business

- A. Ordinance 2022-11 Ordinance Reconfiguring and Redefining the Roles and Purpose of the Weston City Tree Board Second Reading (Action Requested)
- B. Non-conforming Billboards (Action Requested)
- C. Marc Morris Incident August 25, 2022 Bills (Action Requested)

10) New Business

- A. Marty Lewis/ Flood Management Program Training/Flood Plain Administration
- B. REAP Audit Certification Form (Signature Requested)
- C. Veterans Parade November 11, 2022 Application (Approval Requested)
- D. Fire Truck and Street Department Equipment listing on Gov.Deals.com (Approval Requested)
- E. Approval to use “Go Pay” for Credit Card Payments (Approval Requested)

11) Reports of City Council

12) Adjournment

Meeting Management Guidelines

- Regular meeting agendas will be posted and available to the public before closure two (2) days prior to the meeting.
- Person wishing to address City Council must register before meeting.
- Agenda items may require an executive session motioned per WV Code 6-9A-4.
- All votes are unanimous unless otherwise stated.
- Roberts Rule of Order is utilized as a guide for all Weston City Council meetings.



Weston City Council
Minutes

Lewis County Courthouse
117 Center Avenue
October 3, 2022 at 6:00 p.m.

Present: mayor Kim Harrison Edwards, Council Persons Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis, City Manager Nate Stansberry, City Attorney Brian Bailey, Finance Director Susie Johnston, Chief Josh Thomas, Chief Jimmy Suttle, Street Commissioner Mike Starett, building/Code/Zoning Enforcement Officer Marty Lewis, Sanitary Director Dee Evans.

Call to Order/ Moment of Silence: Mayor Harrison Edwards called the meeting to order at 6:03 p.m.

Pledge of Allegiance: Mayor Harrison Edwards asked everyone to stand for the Pledge of Allegiance.

Approval of Minutes: Councilwoman Rogers made a motion seconded by Councilwoman Gump to **approve** the minutes of the Regular Session Meeting of September 6, 2022, Special Session Meeting of September 19, 2022, and September 27, 2022. **Motion carried.**

Visitor Section (5 Minute Time Limit)

Nastausha Hefner: Ms. Hefner spoke to the council about the continuing cat issues. The cats in her neighborhood have torn up her landscaping, and outside furniture and you cannot sit on her porch. Building/Code/Zoning Enforcement Officer Lewis did speak with the individual feeding the cats, but she has not stopped. Ms. Hefner stated that the city does have an Ordinance for cats, but we are not following it, and she would like to know what the city is going to do about the situation. City Manager Stansberry will be looking into the Ordinance and see how we can enforce it. Building/Code/Zoning Enforcement Officer Lewis stated he did speak with the County Animal Control, but they were not going to do anything about it and will be leaving it up to the city. Ms. Hefner spoke about the flooding issues continuing in her basement and how the city is going to fix the issue. City Manager Stansberry informed us the camera could not be here for about another 4 weeks and asked Ms. Hefner if she were still using a sump pump and Ms. Hefner replied that she is using two.

Junior Kelley: Mr. Kelley thanked the Street Department for paving Main Avenue and Arnold Cemetery. Mr. Kelley indicated he and the property owner beside Arnold Cemetery are not agreeing completely on how to turn around at the cemetery. Street Commissioner Starett stated we have just begun paving the road at Arnold Cemetery and we have an easement with the property owner. Street Commissioner Starett informed us we will be making three stripped-off spots for the owner to park their cars and one for a turnaround spot. Mr. Kelley stated the people that are supposed to be taking care of the cemetery lot are not doing their job, pieces of wood are still at the cemetery.

Michelle Carpenter: Ms. Carpenter informed council of her home address and the house across from her has a lot of traffic about every 15 minutes people are in and out. Ms. Carpenter spoke with Lewis County Sheriff Gosa about the situation. Ms. Carpenter stated communities do not want drug houses in the neighborhood and that her grandson does not come over because

of the issue. Ms. Carpenter informed us she has the front view of this house, and you can see what is going on nightly.

Linda Bush: Ms. Bush informed the council that she has the back view of this house, and you can see what is coming out of the house as well. Ms. Bush has lived in her home for over 42 years, and they are not making her leave her home. Ms. Bush is requesting a meeting with the council and Chief Thomas about the issue. The people walking to and from the house beats on her door but when they notice the cameras they leave. Ms. Bush stated that she sits home in the dark and that her grandson cannot mow unless she was home. Kenny and Charmin Taylor came to the meeting as well and they stated their kids cannot ride bikes on the street. Ms. Bush asked how many people must die before we do anything about it. Chief Thomas indicated that he would have the officers patrol more in the area. Ms. Bush stated that the female officer that had the car towed from parking in front of her garage was very professional and stayed until they finished loading. Ms. Bush will give Chief Thomas what information she has about that house.

Presentation

Stonewall Jackson Memorial Hospital 50th Anniversary: Mayor Harrison Edwards read aloud the proclamation for the Stonewall Jackson Memorial Hospital 50th Anniversary. Councilman Curtis made a motion seconded by Councilwoman Gump to **approve** the proclamation for the Stonewall Jackson Memorial Hospital 50th anniversary. **Motion carried.**

Receive and File Reports of City Boards, Commissions, and Outside Agencies

Mayor Harrison Edwards read aloud the City Boards, Commissions, and Outside Agencies times and dates of the next meeting, with a change to the Weston Planning Commission. Mayor Harrison Edwards also informed of a vacancy on the Board of Zoning Appeals with one opening plus an alternate making two total.

Sanitary Board Director Report

WSB Evans informed the council that Synagro has removed approximately one hundred dry tons of sludge with approximately 630 total dry tons to be removed, and Michel, Inc. has installed the new blower and it continues to run smoothly. WSB stated that Potesta has been working on the design replacement of the Jackson Mill System and the project plans are 90% completed and sent to the WSB Chief Operator for review. Brock completed the DMT Training with Steptoe and Johnson, and the concrete was poured for the chlorine building. WSB Evans informed the Sanitary Department is having issues with the William Sharpe Hospital with putting towels, and blankets down the system comparable situation at the High Rise. WSB will be writing letters, billing for call outs, and fixing the issues, it is being done on a continuous basis. Attorney Tracy Weber will be writing the letter to the William Sharpe Hospital WSB Evans explained. City Manager Stansberry asked if he and City Attorney Bailey could receive a copy of the letter as well. WSB Evans said that she would be happy too.

Department Reports

Finance Department: Report in packet. Finance Director Johnston provided council with a copy of the Expense Report for September 2022, the Balance Sheet as of September 30, 2022, and the Gross Revenue by Source, Month to Month Comparison. Finance Director Johnston stated

the city received \$142,896.26 in Property Taxes and to date she was behind in Municipal Fee payments of \$10,338. Finance Director Johnston gave council a report starting in July 2020 until September 30 2022 on the vacant property registration with a balance of \$3875. Finance Director Johnston asked council to allow the transfer of \$3875 into the vacant structure account. City Manager Stansberry stated that if any money needs to be transferred the council must approve the transfer.

Councilwoman Gump made a motion seconded by Councilman Bohan to **approve** to establish a separate account for the vacant property registration in the amount of \$3875. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes). Motion carried.**

Street Department: Report in packet. Street Commissioner Starett informed the council that Arnold Cemetery Road will be paved tomorrow and the alleyway at the frontier building. We will be doing Pleasant Street to Spring Street over Buck Hill to Mid Avenue, and we should be completed. Councilwoman Rogers stated she has received compliments on the street paving. Mayor Harrison Edwards also have received compliments not only about the streets being paved but for taking the time to fix the manholes, and the drop inlets. Councilwoman Gump and Councilman Curtis ask about additional paving on a sidewalk and a dip in the road, and Street Commissioner Starett stated that he knew the dip needed fix he has vehicles that needs serviced in preparation for the winter season and we are running out of time. City Manager Stansberry stated they might be paving that sidewalk in house to give the employees practice.

Police Department: Report in packet. Councilman Curtis asked Chief Thomas if all the new computers were installed, and how are they working out for the department. Chief Thomas said the computers were great but having difficulty with the internet. Councilwoman Rogers stated that the report looked different, and Chief Thomas stated it is all based off the new CAD system, and he needed to go back to the company and see why he is not getting the full number of arrests. Chief Thomas indicated that citations and warnings are hard to track because not everyone is in e-situations all the time, we have had issues with the printers staying connected to the internet.

Fire Department: Councilwoman Rogers appreciated the response for the house on West Second Street.

Building/Code/Zoning Report: Building/Code/Zoning Enforcement Officer Lewis made council aware, but the public may not know but the REAP Grant was awarded and we will receive \$300,000 to put towards the dilapidated structures. Building code zoning enforcement officer Lewis stated this was a testament to my predecessors and the whole team we have at the city. Councilwoman Gump stated the County Commission in the Harrison County newspaper had an option to buy property at the tax sale for \$50 and asked if we had the option to do that as well. Lewis replied that yes, we do have the option to buy property but effective August 1, 2022 the tax lien on buying property has changed. Lewis went on to say that we have the right to block someone or company that buys property that does not record the deed.

City Attorney Report: City Attorney stated that American Legal has sent the final draft of the code book and after reviewing up to fifty pages he felt some language needed changed. For example, the book has City Treasure reference, but we have a Finical Director. City Attorney Bailey suggested that we could set up meetings and go through several pages at a time and

make changes, as necessary. Councilman Curtis asked if we were changing legal language and Mayor Harrison Edwards commented to making it uniform to how we are doing things.

City Clerk Report: Report in Packet.

City Manager Report: City Manager Stansberry gave an update of the various ongoing:

- City Manager Stansberry praised the Street Department from paving to answering complaints and getting things done. City Manager Stansberry is very appreciative of the employees.
- City Manager Stansberry had numerous meetings about the Vector 2001- 2013 model and should ship by October 14, 2022, the shipping cost is \$2900. They reduced the amount of shipping because they liked us and would like for us to spread their name to other municipalities.
- City Manager Stansberry stated City Attorney already discussed the codification
- City Manager Stansberry informed council the New Police Officer will start on October 11, 2022.
- City Manager Stansberry stated the Fire Department had a high-pressure pump go out and towed to Worldwide Equipment approximately \$8000.
- Congratulated everyone involved with the REAP Grant and thought another grant was available to apply for.
- City Manager Stansberry informed that the Columbia Club roof was being finished and the gutters will be another two weeks to arrive and put up.
- City Manager Stansberry discussed the Kayaking Event that the Boards of Parks and Recreation held was a success.
- City Manager Stansberry stated he will be working on the RFP and Annexation and the Mid Avenue Project.

Old business

Update on 4th Street Bridge: City Manager Stansberry stated the bridge is now open gave a punch list on Friday and came away from the meeting frustrated. City Manager stated we had a communication breakdown along the way, and we now have a sidewalk that goes nowhere, it just stops. City Manager Stansberry informed that he did not get the opportunity to ask about the detour road but will continue to try to get an answer.

Ordinance 2022-11 Ordinance Reconfiguring and Redefining the Roles and Purpose of the Weston City Tree Board Second Reading (Action Requested): City Manager informed council that Robert Weaver would be attending another tree board meeting in Elkins to take some notes. City Manager Stansberry recommended to table the Ordinance 2022-11 until we receive word back from Mr. Weaver. Councilwoman Gump asked if we were going to have a deadline on this ordinance. City Manager Stansberry stated that procedurally we will keep it on the agenda, so we do not forget about it. Councilwoman Rogers made a motion seconded by Councilwoman Gump to table the Ordinance 2022-11 Ordinance Reconfiguring and Redefining the Roles and Purpose of the Weston City Tree Board. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes).** Motion carried.

Ordinance 2022 - 12 Ordinance Providing Supplemental Areas and Times when Parking on City Property, in City Parking Lots, and on City Streets is Prohibited Second Reading (Action Requested):

Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the second reading of Ordinance 2022-12 Ordinance Providing Supplement Areas and Times when Parking on City Property, in City Parking Lots, and on City Streets is Prohibited by title only. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes).** Motion carried.

City Clerk Piercy read the Ordinance 2022-12 Ordinance Providing Supplement Areas and Times when Parking on City Property, in City Parking Lots, and on City Streets is Prohibited second reading by title only.

Councilwoman Rogers made a motion seconded by Councilman Curtis to **approve** the second reading of Ordinance 2022-12 Ordinance Providing Supplement Areas and Times when Parking on City Property, in City Parking Lots, and on City Street is Prohibited by title only. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes).** Motion carried. The first reading by title only of Ordinance 2022-12 Ordinance Providing Supplemental Areas and Times when Parking on City Property, in City Parking Lots, and on City Streets is Prohibited was read on September 6, 2022. The approval of the second reading enacts the Ordinance 2022-12 Ordinance Providing Supplement Areas and Times when Parking on City Property, in City Parking Lots, and on City Streets is Prohibited as of October 3, 2022.

Ordinance 2022 - 13 Ordinance Creation of Substitute Members of Municipal Service Fees Appeals Board Second Reading (Action Requested):

Councilman Bohan recused himself from the voting of the Ordinance 2022-13. Councilwoman Rogers made a motion seconded by Councilwoman Gump to **approve** the second reading of the Ordinance 2022-13 Ordinance Creation of Substitute Members of Municipal Service Fees Appeals Board by title only. **(Roll call of votes, Councilwoman Rogers yes, Councilwoman Gump yes, Councilman Curtis yes).** Motion carried.

City Clerk Piercy read the Ordinance 2022-13 Ordinance Creation of Substitute Members of Municipal Service Fees Appeals Board second reading by title only.

Councilwoman Rogers made a motion seconded by Councilman Curtis to **approve** the second reading of Ordinance Creation of Substitute Members of Municipal Service Appeals Board. **(Roll call of votes, Councilwoman Rogers yes, Councilwoman Gump yes, Councilman Curtis yes).** Motion carried. The first reading by title only of the Ordinance 2022-13 Ordinance Creation of Substitute Members of Municipal Service Fees Appeals Board was read on September 19, 2022. The approval of the second reading enacts the Ordinance 2022-13 Ordinance Creation of Substitute Members of Municipal Service Fees Appeals Board as of October 3, 2022.

Quotation for Rental for Ice Skating Rink (Action Requested): City Manager Stansberry explained to the council he is requesting permission to sign the agreement with Sports Galaxy for \$13,488. City Manager Stansberry informed the council the ice-skating rink will be 40 X 40, and they will provide a shed to house the skates in and a 10 X 10 canopy along with one hundred pairs of skates. City Manager Stansberry will need to build a level platform to put the rink on. Councilwoman Rogers asked if the Board of Parks and Recreation wanted to use their

money in the budget for this activity. City Manager Stansberry and Mayor Harrison Edwards both responded they did. Mayor Harrison Edwards suggested we need to put this on the upcoming Boards of Park and Recreation Agenda. Councilman Curtis made a motion seconded by Councilman Bohan to **approve** City Manager Stansberry to sign the agreement with Sports Galaxy in the amount of \$13,488 to rent the ice-skating rink. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes). Motion carried.**

New Business

Proclamation Declaring November is Family Awareness Month (Action Requested):

Mayor Harrison Edwards read the Proclamation declaring November as Family Awareness Month. Councilman Curtis made a motion seconded by Councilman Bohan to **approve** the Proclamation Declaring November is Family Awareness Month. **Motion carried.**

Delivery Quotation of \$5900 for Street Sweeper and 2001 Vector 2103 (Action Requested):

City Manager Stansberry explained to the council that both pieces of equipment will ship to the city for \$2950. City Manager Stansberry made a recommendation to approve the delivery quote of \$2950 out of the APRA Funding. Councilwoman Rogers made a motion second by Councilman Bohan to **approve** the delivery quote out of the ARPA Funding for \$2950. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes). Motion carried.**

City Attorney Bailey went over the various opioid settlements and giving a percentage of the money we would receive and reminded that the money would have to be spent on the preventing of drugs.

Attorney General Walmart Opioid Settlement Agreement Approval (Action Requested):

Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the Attorney General Walmart Opioid Settlement. **Motion carried.**

Attorney General CVS Opioid Settlement Agreement Approval (Action Requested):

Councilman Bohan made motion seconded by Councilwoman Rogers to **approve** the Attorney General CVS Opioid Settlement. **Motion carried.**

Attorney General TEVA Pharmaceutical Industries Settlement Documents Approval

(Action Requested): Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the Attorney General TEVA Pharmaceutical Industries Settlement Documents Approval. **Motion carried.**

Annual Pension Board Report (Action Requested): City Manager Stansberry provided to council the Annual Report of Policemen's and Firemen's Pension and Relief Funds as required by WV Code 8-22-29(d)(1)(B) and 8-22-22a(a) along with a certification to be signed and sent to the Municipal Pensions Oversight Board. City Manager Stansberry went over the reports to keep the council apprised. Councilwoman Rogers made a motion seconded by Councilwoman Gump to **approve** the Annual Pension Board Report for Policemen and Firemen. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes). Motion carried.**

Reports of City Council

Mayor Kim Harrison Edwards: Mayor Harrison Edwards made no comments.

Councilwoman Sherry Rogers – Ward I thanked all the employees for their hard work and stated it is a privilege to work with everyone and exciting as we move forward. Councilwoman Rogers reminded everyone about the public meeting at 5:30 p.m. at the Judicial Annex Building regarding Amendment 2 on the November ballot.

Councilman Randy Bohan – Ward II stated that if every person would go to the Board of Education, County Commission, Local Government, and the Sanitary Board, all the different boards and attend their meetings hold them accountable. We need to focus around helping each other, not having the Federal and State government take care of us and keep being involved. Councilman Bohan read aloud this quote, the world is not becoming a darker place, the veil that is sheltering you from “reality” is lifting.

Councilwoman Gump – III commended the city staff and stated they were excellent at their jobs. Councilwoman Gump was very elated over the street paving it had been a long time since some streets were paved and feels going forward a street should be paved each year from each ward. Councilwoman Gump reminded us that Thursday the 6th will be the LCHS Homecoming Parade, and we will be playing against Buckhannon Upshur on Friday, and invited everyone to come out and show support.

Councilman Herb Curtis – IV commented that he has heard many compliments from the people he works with and people on the street within the community about the city staff and who is on it. They have commented on how far we have come and the good vibes they are getting, and they see our environment is changing. Councilman Curtis stated it is a privilege to work with the staff.

Adjournment

Councilman Curtis made a motion seconded by Councilwoman Rogers to adjourn at 7:58 p.m.

Attest

Mayor, Kim Harrison Edwards

City Clerk, Judy Piercy



Special Session City Council
Monday, October 24, 2022 at 4:30 p.m.
City Municipal Building

Present: Mayor Kim Harrison Edwards, Councilpersons, Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis, City Manager Nate Stansberry, City Clerk Judy Piercy, City Attorney Brian Bailey, Finance Director Susie Johnston Interim Chief Mike Posey, Chief Jimmy Suttle (excused), Building/Code/Zoning Enforcement Officer Marty Lewis (excused), Street Commissioner Mike Starett, and Sanitary Director Dee Evans (excused).

All to Order: Mayor Harrison Edwards called the meeting to order at 4:33 p.m.

Pledge of Allegiance: Mayor Harrison Edwards asked everyone to stand for the Pledge of Allegiance.

Public Comment: Dave Blake spoke to the council about a program he participated in called the problem solver dealing with stray cats and dogs. Mr. Blake stated before the program is started the council should determine what they are going to do with the animals once captured. Council should check into the cost of capturing the animals, food, and water, having them spade or neutered, availability at a shelter, or if anyone would like to have the animals. Mr. Blake suggested that educating the public would be a good start.

Old Business

Cat Ordinance Update and Discussion of a Plan to Address Issues: City Manager Stansberry stated that the prior Building/Code/Zoning Enforcement Officer called and explained what action was taken with the cats and where the humane cages were kept. City Manager Stansberry stated we have no location for the cages and the Upshur Humane Society is overwhelmed with cats and cannot take anymore. Mayor Harrison Edwards asked if the individual that was feeding the cats was continuing to still feed them. City Manager Stansberry stated that the Building/Code/Enforcement Officer Lewis did speak with the individual personally and indicate a fine could be charged if they continued. The individual response was to fine them but feeding will be continued. Mayor Harrison Edwards suggested that a follow-up letter should be done. Mayor Harrison Edwards suggested that we put the cat ordinance on Facebook along with the amount of the fines. City Manager Stansberry explained that fining individuals for feeding the cats will not take care of the cat situation. Councilman Bohan will contact the stockyards to see if farmers would need some cats for their barns. Councilwoman Rogers will be checking to see if anyone could take some cats. Councilwoman Gump stated that indoor cats that are let outdoors need to wear a collar. City Manager

Stansberry will reach out to local vets to see the cost of having cats spade or neutered for the next Regular Session meeting in November.

New Business:

Attorney General Allergan Opioid Settlement Agreement (Action Requested):

City Attorney Bailey explained to the council the Attorney General Allergan Opioid Settlement Agreement stating this settlement does not suggest any wrongdoing it was a settlement agreement. Councilwoman Gump made a motion seconded by Councilman Bohan to **approve** the Attorney General Allergan Opioid Settlement Agreement. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes).**

Attorney General Janssen Opioid Settlement Agreement (Action Requested):

City Attorney Bailey explained to the council that Attorney General Janssen Opioid Settlement Agreement again stating this settlement does not suggest wrongdoing it was a settlement agreement. Councilwoman Gump made a motion seconded by Councilman Bohan to **approve** the Attorney General Janssen Opioid Settlement Agreement. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes). Motion carried.**

DEP/REAP Grant Paperwork (Action Requested): City Attorney Bailey explained the DEP/REAP Grant that was awarded to the City of Weston for \$300,000 and assurances that our work area will be drug-free. Mayor Harrison Edwards asked if the employee drug-free policy was signed and current. Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the DEP/REAP Grant Paperwork. **(Roll call of votes, Councilwoman Rogers yes, Councilman Bohan yes, Councilwoman Gump yes, Councilman Curtis yes). Motion carried.**

Candy Give Out October 31, 2022 at 5:30 p.m. (Action Requested): Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the Application Event for Lewis County Democratic Executive Committee Halloween Candy Give Out at Lively Park with the signature of Chief Jimmy Suttle. **Motion carried.**

City Manager Update:

- City Manager Stansberry explained the pounding being heard is a contractor fixing the roof on the back portion where the utility closet is located, and we had to replace a water tank and realize that when it rained the water came down the roof and that section of the roof had never been flashed properly.



- City Manager Stansberry informed the council that we received several applications for our Boards and Committees, and they will be on the agenda for the next Regular Session meeting.

- City Manager Stansberry asked Street Commissioner Starett to give an update on paving. Street Commissioner stated that the pavers will be moving their equipment back and they will be completing the remainder of the list. Councilwoman Gump asked why the small section in front of the street garage was not paved. City Manager Stansberry and Street Commissioner Starett, both stated it was at the cutoff line. City Manager Stansberry commented we have several places that the approach needs to be paved.

- City Manager Stansberry provided council a copy of the bid received from Advantage Technology for cameras in the city. City Manager Stansberry informed that we would need to meet with Advantage Technology on site and determine internet connection with consideration of wired connection, our priorities, and the budget and the cost to maintain. Council and City Manager discussed the pros and cons of wired connections. Councilwoman Gump asked about cameras in certain city parks if they were necessary.

- City Manager Stansberry told council that the Board of Parks and Recreation did not meet last Friday to discuss the ice-skating rink. City Manager Stansberry stated after meeting with a member of the Lewis County First, the subbase for the ice-skating rink would like to see us pour a concrete pad. Street Commissioner Starett is getting an estimate for the concrete pad.

Adjournment:

Councilwoman Gump made a motion seconded by council Bohan to **adjourn** at 5:25 p.m. **Motion carried.**

Attest

Mayor, Kim Harrison Edwards

City Clerk, Judy Piercy



The WV Community Development Hub Communities of Achievement (HubCAP) Program

Over the past twelve years, The WV Community Development Hub has developed The HubCAP (Hub Communities of Achievement) program to directly and responsively serve West Virginia communities that are ready to catalyze community development through local volunteer leadership. Through four previous HubCAP programs, The Hub has provided technical assistance training and financial resource support to 27 community leadership teams representing rural communities throughout the state. The program supports the creation of diverse, robust, and sustainable community teams that establish multi-year plans to develop and execute community and economic development projects that have demonstrable and lasting impacts on the benefiting communities.

In 2023, The Hub is launching the fifth round of its HubCAP program in the communities of Montgomery, New Martinsville, Oak Hill, Smithers and Weston in partnership with WVU Extension, WV Brownfields Assistance Center at WVU and Marshall, and New River Gorge Regional Development Authority and local EDAs. "HubCAP V" will provide technical assistance training to these communities to: (1) establish ongoing community engagement and leadership development processes, (2) identify and develop a project for community resilience for the future, learn business resilience training from the WV Hive using the Co.Starters Rebuild curriculum to deploy in each community; and complete two local creative placemaking projects; (3) develop long-term planning and project execution capacity within each community so that they can continue to grow and diversify their community and economic development activities and impacts.

This iteration of the program is the product of some intentional thinking about the community development pipeline of programs for communities who have demonstrated a base level of capacity around community engagement, productive teamwork, and success in collaborative projects; this includes communities who are looking to scale up their work to the next level and continue their journey to community-driven success. With our partnerships we believe we will see some impactful work from these communities who have already started down the path of engagement, teamwork, and collaboration.

Contacts:

Stacy Thomas
Community Coaching Programs Coordinator
s.thomas@wvhub.org

Olivia McConnell
Community Coaching Programs Associate
o.mcconnell@wvhub.org

www.wvhub.org



TIMELINE OVERVIEW

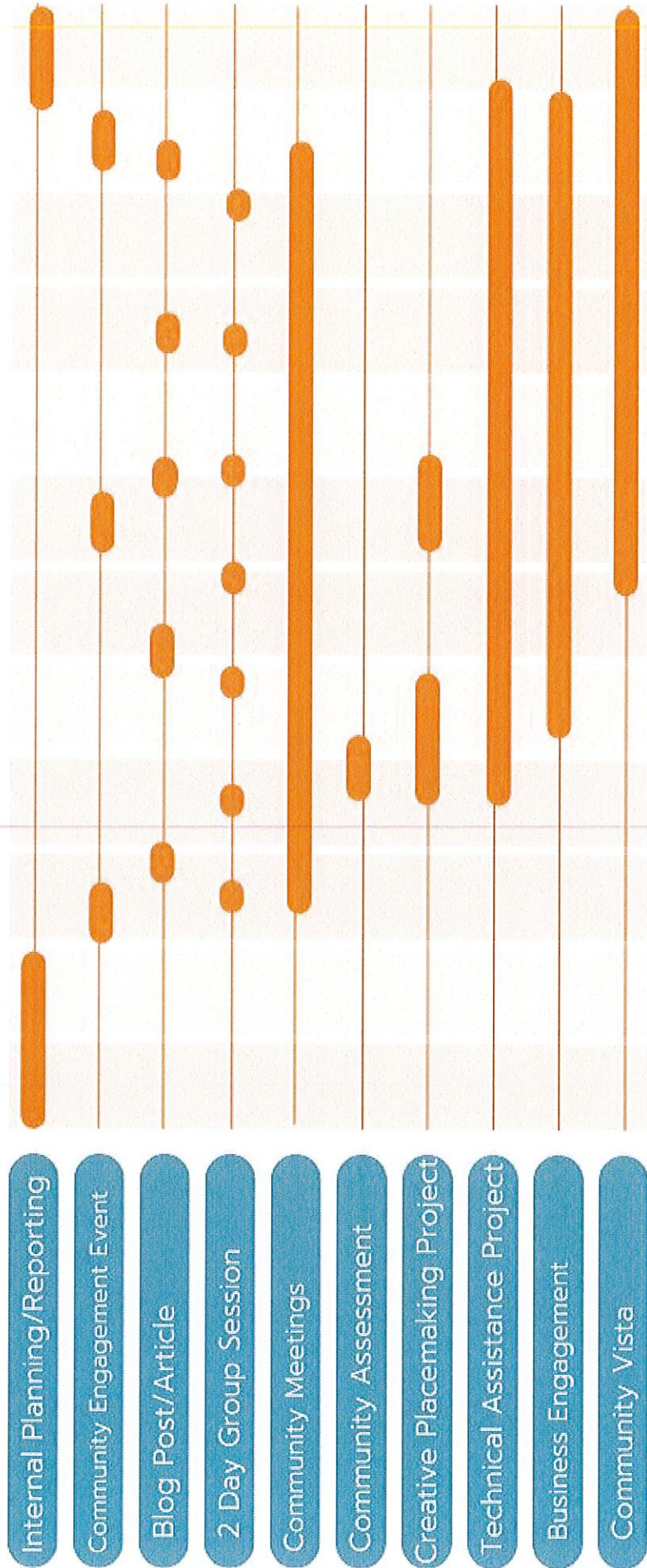
YEAR 1
OCT 2022 - SEPT 2023

YEAR 2
OCT 2023 - SEPT 2024

YEAR 3
OCT 2024 - SEPT 2025

FALL WINTER SPRING SUMMER FALL WINTER SPRING SUMMER FALL WINTER SPRING SUMMER

TASK / PROCESS





950 KANAWHA BLVD E
 CHARLESTON, WV 25301
 304-342-0796

Quote
 No.: **20707**
 Date: **10/19/2022**

Prepared for:

Prepared by: Patrick Marozzi
 Account No.: 11546
 Phone: (304) 269-6141

City of Weston
 102 W. 2nd Street
 Weston, WV 26452 U.S.A.

Qty.	Item ID	Description	UOM	Sell	Total
City Facility and Public Space Camera Project - City of Weston - RFP Response - Verkada Security Cameras with 10 year camera license.					
Please note, this quote does NOT include the internet service, electric, or poles, needed for any of the cameras to work. That will be provided by the City of Weston					
Weston Municipal Building Cameras					
4	Verkada	Verkada CD52-E Outdoor Dome Camera, 256GB, 30 Days Max	EA	\$932.67	\$3,730.68
2	Verkada	Verkada CD42 Indoor Dome Camera, 256GB, 30 Days Max	EA	\$666.00	\$1,332.00
6	Verkada	Verkada 10 Year Camera License	EA	\$1,199.33	\$7,195.98
1	Ubiquiti	Ubiquiti Switch 24 POE	EA	\$421.11	\$421.11
Weston Fire Department					
6	Verkada	Verkada CD52-E Outdoor Dome Camera, 256GB, 30 Days Max	EA	\$932.67	\$5,596.02
6	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$7,195.98
Lively Park					
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67
1	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$1,199.33
Polk Creek Park					
2	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$1,865.34
2	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$2,398.66
Willow Park					
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67
1	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$1,199.33
Whelan Park					
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67
1	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$1,199.33
2nd & Main Street					
1	Verkada	Verkada CB51-TE Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$999.33	\$999.33
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67
2	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$2,398.66
2nd & Center Street					
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67

Quote

No.: 20707

Date: 10/19/2022

Qty.	Item ID	Description	UOM	Sell	Total
1	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$1,199.33
1st & Main Street					
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67
1	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$1,199.33
4th & Main Street					
1	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$932.67
1	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$1,199.33
Street Garage					
6	Verkada	Verkada CB51-E Outdoor Bullet Camera, 128GB, 30 Days Max	EA	\$932.67	\$5,596.02
6	Verkada	Verkada 10-Year Camera License	EA	\$1,199.33	\$7,195.98
1	Ubiquiti	Ubiquiti 8 Port POE Switch	EA	\$121.11	\$121.11
Mounts for all Dome Cameras					
12	Verkada	Verkada L-Bracket Mount	EA	\$86.00	\$1,032.00
Materials					
5.00	Cable / Wire	Cat 6 Outdoor Cable with Water Block Tape (1,000ft per)	EA	\$335.71	\$1,678.55
1.00	Cable / Wire	Cat 6 Lan Blue Plenum (1000ft)	EA	\$421.43	\$421.43
60	Leviton	Blue Cat 6 Jacks	EA	\$8.51	\$510.60
3	Leviton	Wall Mount 12 port Patch Panels	EA	\$118.40	\$355.20
30	Leviton	2 Port SMB	EA	\$2.91	\$87.30
60.00	Cable / Wire	3FT Cat 6 Blue Patch Cable	EA	\$2.07	\$124.20
Security Camera Installation					
130.25	TEL - LVL1	Telecom Department LVL1	HR	\$95.00	\$12,373.75

Your Price: \$76,354.57

Total: \$76,354.57

Prices are firm until 11/18/2022

Terms: Due On Receipt

Quoted by: Patrick Marozzi, PMarozzi@advantagetech.biz

Date: 10/19/2022

Accepted by: _____

Date: _____



CITY OF WESTON BOARDS/COMMISSIONS

APPLICATION

Name: DAVID L. BLAKE

Address: 306 EAST 7th. STREET
WESTON, WV 26452

Telephone: (Home) N/A (Cell) 304-517-0492

Please mark each board/commission you wish to be considered.

Planning Commission

Weston Fine Arts Committee

Historical Landmarks Commission

Fairs and Festivals Committee

Board of Parks and Recreation

Municipal Appeals Board

Board of Zoning Appeals

Weston Cemetery Board

Please provide a detailed summary of your experience, education and/or training that would contribute to the board and/or commission you are requesting appointment:

SEE ATTACHED RESUME OF QUALIFICATION

David L. Blake

Signature

9/23/2022

Date

This application will be reviewed by the City of Weston Council. You will be contacted after the Council has rendered a decision. We appreciate your interest in assisting your local government.

DAVID L. BLAKE

306 East 7th. Street
Weston, West Virginia, 26452

RESUME OF QUALIFICATIONS

Cell (304) 517 - 0492
E-Mail dlblake1942@gmail.com

SUMMARY OF EXPERIENCE

Present: Retired and attend meeting a Hardee's every morning, still do some volunteer work.

February 2012 – 2016 Elected and served on Weston, WV City Council from July 2011 to 2015.

Volunteer: Deerfield Country Club, Inc. - Treasure and 3 years as Secretary and Treasure on Deerfield Board of Directors from 2001 to 2016. Operated equipment and repaired equipment that was used to maintain Deerfield as a golf course.

Volunteer: Run deeds and titles for people that could not pay to have done. Run deeds and titles for the city of Weston for the different committees I served on.

Volunteer: Served on Committees that the city of Weston asks me to service. Still serving on Good Building (Bad Building), Planning Committee, URA Committee, Lewis County Heart Committee.

July 1996 – March 2008: Supervisor II (District 7 Store Room) - West Virginia Division of Highways District 7 - Weston, WV

April 1989 – July 1996: Self Employed – Consultant in Oil & Gas Services – Part owner of Enorc, Inc. (Brokered Liquid CO2 For Enhance Oil Recovery) – Henderson, KY.

June 1984 – April 1989: Assistant District Manager – Halliburton Services – Henderson, Ky and Grayville, IL

December 1982 – June 1984: Resource Analyst – Halliburton Services – Halliburton Energy Institute, Duncan, OK (Lived in Weston worked out of Duncan, OK). I flew out of Clarksburg, WV on Sunday to employee problem camps or stations through out the US., tried to fly back to Clarksburg on Friday.

June 1965 – December 1982: Started as a driver – Equipment Operator – Cement Operator – Frac Operator – Special Operator – Field Supervisor – Administration Supervisor.

TECHNICAL & ADMINISTRATIVE EXPERIENCE

Manager: Extensive experience coordinating employees, equipment and materials effectively, preparing paperwork documenting operations and expense, planning and establishing beneficial goals and procedures, enforcing company policies and safety programs.

Resource Analyst/Trainer: Analyzed management operations and made recommendations, improved communication and operations by involving employees at all levels to actively participate in company growth. Presented training seminars on systems, problem solving, goal setting and cost control.

Sales Professional: Utilize both tangible and intangible methods of sales. Establish rapport quickly, communicate proposals, secure contracts and perform follow-ups effectively.

Technical Consultant: Have advised individuals on effective product technology, services, methods, procedures and capabilities of equipment and service offered.

Supervisor: Supervising personnel, interpreting company policies, administering wages and scheduling of materials and equipment and employees to optimize job performance.

Equipment Operator: Skilled in operation and maintenance of light, medium and heavy equipment specifically involving fossil fuels equipment designed for hauling, repairing, maintenance and production. WV CDL's Class A, Endorsements T Double Trailers, X Tankers and Hazardous Materials. WV Division of Labor Crane Operator Certification. Small Telescoping Boom Crane 0-15 Ton. Large Telescoping Boon Crane 0-50 Ton. Forklift 0-20 Ton.

Military: 1963 – 1969 Fort Benning, GA. - Fire Direction Control - Technical Instructor – Artillery 105, 155, 8in, Howitzers – Army Reserves Weston 8in. Howitzer - Army Reserves Weston MP's - Clarksburg Bailey Bridge - Clarksburg Pontoon Bridge.

Formal Education: Weston High School, Weston, WV - 20 Credit Hours Glenville State College, Glenville, WV - 15 Credit Hours Owensboro Community College, Owensboro, KY - 9 Credit Hours Henderson Community College, Henderson, KY - Audit 6 Hours Political Science Henderson Community College, Henderson, KY

Halliburton Energy Institute Training Center, Duncan, OK: Cementing Field Supervisors School, CEUs 7.5 Grade 97% CEUs 4.3 – Field Management Workshop – Well Logging Workshop, CEUs 3.6 Grade 83.7 CEUs 4.3 – Instructor Techniques Workshop – Leadership and Communication Workshop, CEUs 4.8 – Effective Business Writing School CEUs 1.5, CEUs 1.8 – Planning and Control Workshop, CEUs 3.2, CEUs 3.8 – Modern Well Completion Practices School, CEUs 9.1 CEPs 9.1– Negotiating Skills Workshop, CEUs 2.4, CEUs 3.2 – Survival Driving, Driving Skills, DOT – Preventative Maintenance Workshop – Contract Workshop – Tax Law Workshop.

Other: Guest Instructor – Equipment Operator Training School, Big Spring, TX.

Worked with West Virginia Division of Highway Administration to set goals for Inventory Control and presented these goals to State Administration, District Managers, County Storekeepers and District Storekeepers at Seminars and Workshops throughout the state.

Other Achievements

Inventions

June 1980, Ball Dropper, used in Hydraulic Fracturing Operations for oil and gas wells. Patent assigned to Halliburton Services.

May 1982, Ball Catcher, used in Hydraulic Fracturing Operations for oil and gas wells. Patent assigned to Halliburton Services.

Consultant: Worked on a 3year project as a Consultant and Project Manager in an oil field, drilled in the 40's, at Mattoon, IL for American Oil Recovery, an Archer Daniels Midland Company, and United States Department of Energy, on different applications for oil enhancement using Liquid CO2 on old played out oil wells.



CITY OF WESTON BOARDS/COMMISSIONS
APPLICATION

Name: Laura Anderson
Address: 309 Main Ave.
Weston, WV 26452
Telephone: (Home) _____ (Cell) (304) 266-2288

Please mark each board/commission you wish to be considered.

- Planning Commission
- Weston Fine Arts Committee
- Historical Landmarks Commission
- Fairs and Festivals Committee
- Board of Parks and Recreation
- Municipal Appeals Board
- Board of Zoning Appeals
- Weston Cemetery Board

Please provide a detailed summary of your experience, education and/or training that would contribute to the board and/or commission you are requesting appointment:

In 2019 I served as an AmeriCorps with Try This WV. During this time I accepted the secretary position with Lewis County Youth Basketball League. We were able to bring a new aspect to the season by offering clinics prior to the regular season began. After my year of service I was asked to join the growing team and currently hold the Try This WV Organizer position. I am interested in being a part of this board so I can provide valuable insight as a parent, volunteer, and community member

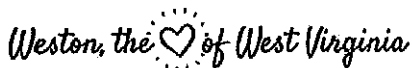
Laura Anderson

Oct 17, 2022

Signature

Date

This application will be reviewed by the City of Weston Council. You will be contacted after the Council has rendered a decision. We appreciate your interest in assisting your local government.



102 W. Second Street
Weston, WV 26452

P 304.269.6141
F 304.269.7842

Kim Harrison
Mayor

CITY OF WESTON BOARDS/COMMISSIONS

APPLICATION

Name: Charles Gant "Charlie"
 Address: 143 COURT AVE.
Weston, West Virginia 26452
 Telephone: (Home) 304-269-5472 (Cell) 281-802-6024

Please mark each board/commission you wish to be considered.

- Planning Commission
- Weston Fine Arts Committee ?
- Historical Landmarks Commission
- Fairs and Festival Committee
- Board of Parks and Recreation ?
- Municipal Appeals Board
- Board of Zoning Appeals
- Weston Cemetery Board
- Weston Codes Appeal Board

Please provide a detailed summary of your experience, education and/or training that would contribute to the board and/or commission you are requesting appointment:

Six years U.S. A. F. Twenty years
water, sanitary, waste/trash.
Eighteen years Home Owners,
Forty years COMMUNICATIONS, of
telephone, plant, cabling, computer,
Seventeen years manager of COMM. HARRIS
COUNTY TEXAS. Preschool on Sunday Retired

Signature C. Gant

Date September 05, 2022

This application will be reviewed by the City of Weston Council. You will be contacted after the Council has rendered a decision. We appreciate your interest in assisting your local government!

Revised 7/1/2021



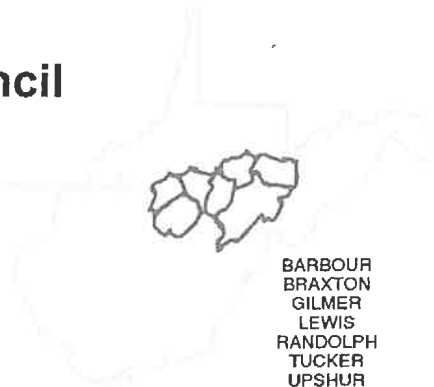
102 W. Second Street
Weston, WV 26452

P 304.269.6141
F 304.269.7842

Kim Harrison
Mayor

Region VII Planning and Development Council

P.O. BOX 849 • 21 EAST MAIN STREET • SUITE 102 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590

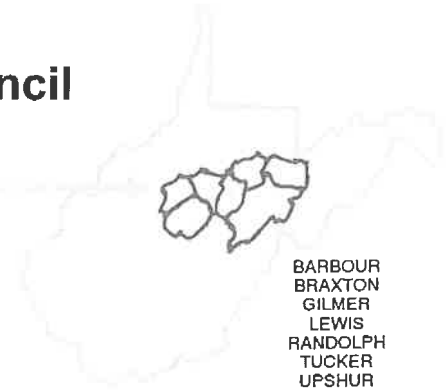


AGENDA October 24, 2022 The Outpost and Event Center, Buckhannon, WV 12:00 pm

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Introductions—Verification of Quorum
5. Approve minutes from August 15, 2022 meeting
6. Treasurer’s Report
7. Chairman’s Report
8. Executive Director’s Report
9. Discussion/Approval of Bylaws
10. Discussion/Approval of Internal Control Policies
11. Corridor H—Support Letter
12. Funding Announcements *L&W Cons. Dec. 15*
13. Projects for Review *NRC 1/31/23
CDBG 2/24/23*
14. Other Discussion Items
15. Adjournment *1/30/23 Next mtg.*

Region VII Planning and Development Council

P.O. BOX 849 • 21 EAST MAIN STREET • SUITE 102 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



August 15, 2022
Council Meeting Minutes

Chairperson Lowell Moore called the meeting to order at 12:05 p.m. at The Outpost and Event Center, Brushy Fork Road, Buckhannon, WV 26201

ATTENDANCE:

Council Members:

1. Shana Frey
2. Mike Cvechko
3. Melvin "Buster" Gum
4. Richard Roach
5. John Bennett
6. Dennis Fitzpatrick
7. Robert Hardman
8. David Hutchison
9. Ruth Straley
10. Kim Harrison-Edwards
11. Cindy Whetsell
12. Jim Rossi
13. Robbie Morris
14. Mark Doak
15. Lowell Moore
16. Dorothy Judy
17. Terry Cutright
18. Robert Gompers
19. Connie Tenney
20. A.G. Trusler, Jr.

Barbour County Private Sector
Barbour County Private Sector
Braxton County Commission
Mayor, Town of Gassaway
Gilmer County Commission
Mayor, City of Glenville
Gilmer County Private Sector
Gilmer County Private Sector
Mayor, Town of Jane Lew
Mayor, City of Weston
Lewis County Private Sector
Mayor, Town of Coalton
Randolph County Private Sector
Randolph County Private Sector
Tucker County Commission
Mayor, City of Parsons
Upshur County Commission
Upshur County Private Sector
Upshur County Private Sector
Upshur County Private Sector

Guests:

21. Rod Wyman
22. Aggie Arnold

Lewis County Commission
Administrator, City of Parsons

Executive Director and Staff:

23. Shane Whitehair
24. Cam Matheny
25. Peggy Ball
26. Cary Smith

Executive Director
Matheny & Company, Financial Consultant
Administrative Assistant
Project Manager

- 27. Jim Marshall
- 28. Dionne Allen
- 29. Carrie Wallace
- 30. Stacey McDaniel

- Project Manager
- Grant Writer/Specialist
- Project Coordinator
- GIS Specialist

Agenda Items 1,2,3

CALL TO ORDER – MOMENT OF SILENCE – PLEDGE OF ALLEGIANCE

After calling the meeting to order and welcoming all in attendance, Chairman Lowell Moore led the group in a moment of silent meditation and the “Pledge of Allegiance.”

Agenda Item 4

INTRODUCTIONS

Chairman Lowell Moore asked that everyone in attendance introduce themselves.

Agenda Item 5

APPROVE MINUTES FROM May 23, 2022, MEETING

Chairman Lowell Moore asked if there were any additions or corrections to the minutes from May 23, 2022, meeting. With no corrections noted, Dennis Fitzpatrick made a motion to accept the meeting minutes as presented. A.G. Trusler seconded the motion. The motion passed unanimously.

Agenda Item 6

Treasurer’s Report

Connie Tenney gave a brief over of the balance sheet and the budget summary for quarter ending June 30, 2022. With no corrections or questions noted, A.G. Trusler made a motion to pass the approve the financial reports. Mike Cvechko seconded the motion. The motion passed unanimously.

Agenda Item 7

Chairman’s Report

Lowell Moore stated that he had enjoyed being the Chairman and thanked the council for their support for the last four years. This meeting will be his last as Chairman of the council.

Agenda Item 8

Executive Director’s Report

Shane Whitehair thanked Lowell Moore for a job well done as Chairman for the last four years.

Shane thanked the staff for working hard on their continued work on developing projects. Over the last couple of months, a few projects received approval of funding: Randolph County Development Authority was awarded \$5.4 million EDA grant; Canaan Valley PSD was awarded \$5.5 million EDA grant to provide sewer service to the Canaan Valley State Park; Region VII PDC received approval of an ARC grant of

\$100,000 for the Corridor H Study; Lewis County, in collaboration with Shentel, was awarded over \$1 million for a Broadband Fiber Project.

Shane provided the Council a list of projects from each congressional representative that are being considered for congressional direct spending (earmark). These will not be approved until a federal spending bill is passed. The projects that received earmarks from last year are currently being pushed forward to starting as staff is working out the details and requirements with EPA.

Shane mentioned the staff is trying to market the GIS Services provided. A one-page snapshot of the Region VII GIS program was provided to each attendee and will be sent out to interested parties. Shane and Stacey are currently organizing another region-wide meeting as another effort to get more interested in pursuing this opportunity. Each council member will be contacted when more details are available.

Shane discussed that regional councils are working with USDA to increase their allowed administration fee for USDA-only funded projects.

Shane noted that FEMA reached out to the regional councils to get involved with public assistance to help with disaster declarations. The staff is currently being trained on this process. FEMA would like to regional councils to be the lead on disasters that received public assistance funding for recovery and repairs.

Shane informed Council that staff will be attending the NADO Annual Training Conference in Pittsburgh and ARC Annual Training Conference in Rocky Gap Maryland in October. Also, most staff will also be attending the Annual Meeting of the WV Association of Regional Councils in Capon Springs.

Agenda Item 9
Overview of FY2022 Annual Report

Shane gave an overview of the informational page of the Annual Report in the packet.

Agenda Item 10
Employee Reference Guide Revisions

Shane reviewed with council the revisions in the updated employee reference guide. With no revisions or corrections to the employee reference guide, Dennis Fitzpatrick made a motion to approve the updated employee reference guide. Dorothy Judy seconded the motion. The motion passed unanimously.

Agenda item 11
FY2023 WV State Allocation Resolution

Shane presented the resolution for the FY2023 WV State Allocation. Chairman Moore ask for a vote to approve the resolution. Vote: nineteen (19) voted to approve the resolution and zero (0) voted against the resolution.

Agenda item 12
By-Laws Committee Report

Shane reported that the By-Laws Committee is still meeting and should have suggestions for changes by the next council meeting in October.

**Agenda item 13
Election of Officers – Nominating Committee Report**

Chairman Moore stated that the Nominating Committee met on August 9th and a list of nominees were provided.

Nominees as follows:

Chairman:	Dennis Fitzpatrick
First Vice Chairman:	Mike Cvechko
Second Vice Chairman:	Robbie Morris
Treasurer:	Connie Tenney
Secretary:	Shane Whitehair, by virtue of Executive Director

The council did not have any additional nominees. Bob Hardman made the motion to accept the nominees. John Bennett seconded the motion. The motion passed unanimously.

**Agenda item 14
Projects for Review**

Shane presented the projects for review. Dennis Fitzpatrick made the motion to approve the projects for review. Mike Cvechko seconded the motion. The motion passed unanimously.

**Agenda item 15
Other Discussion Items**

No items were open for discussion.

**Agenda item 16
Adjournment**

Chairman Moore stated that the next meeting will be in October. Kim Harrison Edwards made a motion to adjourn the meeting. Robbie Morris seconded the motion. Motion passed to adjourn the meeting.

Respectfully submitted,

Chairman

Date

Executive Director

Date

**Region VII Planning and Development Council
Fiscal Year 2023 Budget Summary
For the Quarter Ending September 30, 2022**

	Current Activity July - Sept 2022	YTD Activity FY 2023	FY 2023 Budget	Budget Remaining	% of Budget Utilized
Income					
400 · Grant Revenue	24,969.72	24,969.72	276,629.00	251,659.28	9.03%
415 · Assessment Dues	161,928.00	161,928.00	161,928.00	-	100.00%
470 · GIS Services	6,700.00	6,700.00	68,250.00	61,550.00	9.82%
480 · Project Administration Income	98,509.61	98,509.61	493,193.00	394,683.39	19.97%
495 · Interest Income	217.68	217.68	-	(217.68)	-
Total Income	292,325.01	292,325.01	1,000,000.00	707,674.99	29.23%
Expense					
500 · Personnel	116,799.08	116,799.08	490,710.00	373,910.92	23.80%
505 · Fringe Benefits	43,271.25	43,271.25	177,721.00	134,449.75	24.35%
520 · Contractual	-	-	47,000.00	47,000.00	0.00%
521 · Travel & Per Diem	1,059.01	1,059.01	6,000.00	4,940.99	17.65%
522 · Space & Utilities	6,495.00	6,495.00	26,000.00	19,505.00	24.98%
523 · Equipment	466.77	466.77	5,000.00	4,533.23	9.34%
524 · Office Supplies	867.92	867.92	4,000.00	3,132.08	21.70%
525 · Postage	35.80	35.80	2,000.00	1,964.20	1.79%
526 · Telephone	2,706.97	2,706.97	17,000.00	14,293.03	15.92%
527 · Printing	88.35	88.35	6,000.00	5,911.65	1.47%
528 · Subscriptions	62.90	62.90	2,000.00	1,937.10	3.15%
529 · Advertising	-	-	15,000.00	15,000.00	0.00%
530 · Insurance	2,087.25	2,087.25	10,000.00	7,912.75	20.87%
531 · Legal Costs	1,234.00	1,234.00	15,000.00	13,766.00	8.23%
532 · Professional Services	11,000.00	11,000.00	68,400.00	57,400.00	16.08%
533 · Computer Hardware and Software	37,098.17	37,098.17	36,000.00	(1,098.17)	103.05%
534 · Membership Dues	1,000.00	1,000.00	15,000.00	14,000.00	6.67%
535 · IT Services	3,942.34	3,942.34	17,500.00	13,557.66	22.53%
536 · Conferences and Training	3,068.70	3,068.70	17,500.00	14,431.30	17.54%
537 · Meetings	1,260.00	1,260.00	7,500.00	6,240.00	16.80%
538 · Automobile Expense	1,842.27	1,842.27	12,500.00	10,657.73	14.74%
555 · Miscellaneous Group	7,696.40	7,696.40	2,169.00	(5,527.40)	354.84%
590 · Pass-Thru Grant Expense	-	-	-	-	0.00%
Total Expense	242,082.18	242,082.18	1,000,000.00	757,917.82	24.21%
Net Income	50,242.83	50,242.83	-		

Region VII Planning and Development Council

Balance Sheet

As of September 30, 2022

	Sep 30, 22	Jun 30, 22
ASSETS		
Current Assets		
Checking/Savings		
101 · Citizens Bank	784,948.02	712,914.70
Total Checking/Savings	784,948.02	712,914.70
Accounts Receivable		
110 · Accounts receivable	344,348.62	312,199.59
120 · Assessments Receivable	442.00	0.00
121 · Grants Receivable	0.00	33,849.43
Total Accounts Receivable	344,790.62	346,049.02
Other Current Assets		
125 · Prepaid expenses	38,261.75	62,000.00
Total Other Current Assets	38,261.75	62,000.00
Total Current Assets	1,168,000.39	1,120,963.72
TOTAL ASSETS	1,168,000.39	1,120,963.72
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
210 · Accounts payable	0.00	2,887.99
Total Accounts Payable	0.00	2,887.99
Other Current Liabilities		
228 · Accrued Employee Security	0.00	209.17
240 · Prepaid Assessment Dues	0.00	109.00
242 · Deferred Revenue	251,213.55	251,213.55
Total Other Current Liabilities	251,213.55	251,531.72
Total Current Liabilities	251,213.55	254,419.71
Total Liabilities	251,213.55	254,419.71
Equity		
301 · Unrestrict Net Assets	866,544.01	754,877.31
Net Income	50,242.83	111,666.70
Total Equity	916,786.84	866,544.01
TOTAL LIABILITIES & EQUITY	1,168,000.39	1,120,963.72

October 2022
Projects for Review
Expediently Reviewed

1. Barbour County Commission

Applied for USDA Community Facilities Program for purchase of Body-Worn Cameras for the Barbour Sheriff's Department.

Proposed Funding

USDA Community Facilities	\$ 14,000.00
Local	\$ 26,161.00
TOTAL	\$ 40,161.00

2. Belington Volunteer Fire Department

Applied for USDA Community Facilities Program for the purchase of Side-by-Side for the Belington Volunteer Fire Department for response in rural areas.

Proposed Funding

USDA Community Facilities	\$ 17,500.00
Local	\$ 32,500.00
TOTAL	\$ 50,000.00

3. Midland Public Service District

Applied for funding for the Midland PSD Faulkner Road Water Line Extension.

Proposed Funding

US Congressional Directed Spending	\$2,000,000.00
DWTRF Loan	\$ 515,000.00
Randolph County Commission ARPA	\$1,250,000.00
TOTAL	\$3,765,000.00


4. Woodlands Development Group

Applied for funding for the Woodlands Development Group Tygart Hotel Redevelopment.

Proposed Funding

HUD, Davis Trust Company, Rural LISC, Randolph Commission, and Virginia Community Development Corporation	\$7,131,950.00
TOTAL	\$7,131,950.00

MEMORANDUM

TO: Region VII PDC Council Members
FROM: Shane Whitehair, Executive Director 
SUBJECT: Region VII Bylaws—REVISIONS
DATE: October 10, 2022

Over the last few months, the bylaws committee met to provide recommendations on changes/updates to the existing Region VII PDC bylaws. Ms. Brienne Marco, attorney with Spilman Thomas & Battle, was retained to help in making those updates and changes. A summary of the substantive changes to the bylaws are listed below for reference. A copy of the revised bylaws is attached for your review prior to our upcoming meeting on Monday, October 24, 2022. I will briefly review the changes before asking the Council to approve the revisions. Please feel free to contact me prior to the meeting should you have any questions or concerns.

Article II—Membership

- Section 2.1., subsection C.4 (page 5)—the following sentence was added, “Additionally, appointments should include economic development directors from the economic development authorities within Region VII”.
- Section 2.1, subsection C.5 (page 5)—the method for calculating the number of private sector members allocated to each county has been modified so that no county will have less than two private sector members. Under the existing version of the by-laws, counties with a population of 7,000 or less are allocated only one private sector member, and counties with 7,000 to 12,500 are allocated two private sector members. Under the revised bylaws, any county with a population of 12,500 or less will be allocated two private sector members.
- Section 2.1, subsection C.7 (page 6)—the term of office for each private sector member has been increased from one year to three years.

Article III—Committees

- Section 3.2 (page 7)—the existing bylaws refer to a personnel committee but do not clearly spell out the composition of this committee or its role. In the revised bylaws, a new section has been added to spell out the composition and role of the committee.
- Section 3.2 (page 7)—most of Section 2.5 of the existing bylaws has been moved into the personnel committee section of the revised bylaws. Language stating that the Executive Director serves as an at-will employee was deleted as it is more appropriately addressed in a job description or policy than in the bylaws.

- Section 3.3 (page 7)—language was added to the section on advisory committees to clarify that appointments to any advisory committee required by a federal or state program will be subject to the approval of the Executive Committee. This aligns with the requirements of West Virginia Code § 8-25-11.

Article VI—Meetings

- Section 6.1, subsections A-K (pages 9-10)—provisions were added to spell out the notice of requirements for different types of meetings, including regular, special, and emergency meetings. Under these provisions, notice of regular and special meetings will be given at least five business days prior to the date of the meeting, and notice of emergency meetings will be given as soon as practical prior to the meeting. The term “emergency meeting” was defined using the language of the Open government Proceedings Act as a meeting called by the Council or a committee of the Council for the purpose of addressing an unexpected event which requires immediate action because it poses an imminent threat to public health or safety, an imminent threat of damage to public or private property, or imminent substantial harm to the Council, its employees, or the member of the public it serves.
- Section 6.1, subsection A (page 9)—a provision was added to state that all meetings of the Council will be open to the public and notice of the meeting would be given in accordance with the provision of the Open Governmental Proceedings Act, which includes electronic filing of the meeting notice with the Secretary of State.
- Section 6.1, subsection E (page 10)—a provision was added to address the recess and adjournment of meetings where a quorum is not present. Notice of an adjourned meeting must be given at least five business days prior to the date of the meeting.
- Section 6.1, subsection G (page 10)—provisions were added allowing Council members to participate in meetings by means of conference telephone, video conference, or other means of electronic communication by which all persons participating in the meeting can hear each other.
- Section 6.1, subsection K (page 10)—a provision was added to spell out the obligation of the Secretary to take minutes of each meeting, which minutes will be available to the public after the meeting.

Article VII—Voting and Quorums

- Section 7.1, subsection B (page 12)—a provision was added stating that proxies are not permitted. Council members must be present at the meeting (in person, by phone or video conference) to vote.
- Section 7.1, subsection C (page 12)—quorum for a meeting of the Council was increased from ten members to fifteen members.

Article IX—Budget

- Changes to Budget provisions (page 16)—the existing bylaws require that the budget be mailed to participating units and that failure of a governmental unit to respond would be considered approval of the proposed budget. Under the revised bylaws, budgets will be submitted to the members and voted on in the same manner as any other matter to be submitted to the Council members for a vote.

Procurement Provision

- Article VII of the existing bylaws regarding contracts for services was removed from the bylaws. Procurement matters are governed by the West Virginia Code § 8-25-7, and Article VII was inconsistent with the requirements of that statute.

REGION VII PLANNING AND DEVELOPMENT COUNCIL

BYLAWS

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ARTICLE I: ORGANIZATION, GEOGRAPHIC LOCATION, AND PURPOSE

SECTION 1.1: ORGANIZATION

This organization shall be known as the Region VII Planning and Development Council, hereinafter referred to as the Council. The Council exists by virtue of Chapter 8 Article 25 of the West Virginia Code and shall continue to operate until such time as the Code is amended to eliminate Regional Councils.

SECTION 1.2: GEOGRAPHIC LOCATION; PRINCIPAL OFFICE

- A. The Counties of Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, and Upshur, in the State of West Virginia, shall make up the region serviced by the Council. If there are changes in the counties making up this region, those changes shall be automatically adopted by the Council.
- B. The offices of the Council shall be in Upshur County, West Virginia.

SECTION 1.3: PURPOSE OF THE COUNCIL

The purpose of the Council shall be to plan and coordinate the development of the region, to promote and protect the social, economic, educational, environmental, and general welfare of the citizens of this region. The Council is to focus on new regulations, funding, issues to support, project review, project lists, the Comprehensive Economic Development Strategy and such other directives as may be outlined in Chapter 8 Article 25 of the West Virginia Code.

ARTICLE II: MEMBERSHIP

SECTION 2.1: COUNCIL MEMBERSHIP

- A. The Council shall have fifty-four (54) members. Thirty-one (31) of those members shall be representatives of local governments ("Government Members"), and twenty-three (23) members shall be representatives of the private sector ("Private Sector Members").
- B. Government Members - All counties and all municipalities within the region shall be represented on the Council.
 - 1. The Government Member for each county shall be the President of the County Commission or a member of the County Commission designated by him or her.
 - 2. The Government Member for each municipality shall be the mayor or an elected member of the governing body designated by him or her.
 - 3. The number of Government Members serving as members of the Council by virtue of

this subsection shall comprise not less than fifty-one (51) percent of the total number of members.

4. The term of office of the members of the Council who serve by virtue of this subsection shall be concurrent with their terms of elected office. If the official's public term of office expires after the Annual Meeting, the vacancy on the Council shall be filled by the next duly elected official or a member appointed by him or her.

C. Private Sector Members - The principal community and regional interest shall be further represented by the appointment of additional members to the Council.

1. The Government Members shall select additional members to serve on the Council to represent principal community or regional interests, including but not limited to commerce, banking, industry, labor, agriculture, education, health, and any such interests as may be required by federal law or regulations.
2. The selection of such members shall provide for reasonable representation of geographic, economic, and ethnic groups.
3. Pursuant to U.S. Department of Commerce, Economic Development Administration regulations, 13 CFR 304.2, the Council must demonstrate that it is broadly represented of the principal economic interests of the Region, including the private sector, public officials, community leaders, representatives of workforce development boards, institutions of higher education, minority and labor groups, and private individuals. In addition, the Council must demonstrate the capacity to implement the EDA-approved Comprehensive Economic Development Strategy (CEDs).
4. As Region VII has colleges within its member counties, appointments should be made from the administration of those institutions to meet the requirements of the U.S. Department of Commerce, Economic Development Administration. Additionally, appointments should include economic development authority directors from the economic development authorities within Region VII.
5. County Commissioners will select the Private Sector Members for their respective county on a population basis per county as follows:

COUNTY POPULATION*	PRIVATE SECTOR MEMBERS
1—12,500	2
12,501—17,500	3
17,501—20,000	4
OVER 20,000	5

*Based on the latest U. S. Decennial Census estimates or other criteria as the Council shall determine.

6. Subsequent changes in the designation of representatives shall be made by the Chairperson or his or her designee or as determined by federal regulations.
 7. The term of office of members of the Council who serve by virtue of this subsection shall be three (3) years with appointment taking place at the Annual Meeting.
- D. All members of the Council shall be considered an active member until their term expires or they are properly removed from the membership list by the appointing body. For any member missing four consecutive quarterly meetings, the Executive Director shall send a letter to the appointing agency notifying it of the lack of attendance and requesting the appointing agency to appoint another member.
- E. Any member may be subject to removal from Council by majority vote of the Council and the Executive Director shall notify the appointing agency of the desire of the Council to remove its member by letter and ask that the appointing agency remove the member from Council and appoint a succeeding member.

ARTICLE III: COMMITTEES

SECTION 3.1: EXECUTIVE COMMITTEE

- A. The Executive Committee of the Council shall be comprised of one representative from each county commission, one representative from the largest municipality within each county in the region, the Officers of the Council, and such other members as the county and municipality representatives may select, provided that such other members so selected, together with the Officers, shall not constitute more than forty-nine (49%) of the total membership of the Executive Committee. The Executive Committee may vary in number from fourteen (14) to seventeen (17) members.
- B. The Executive Committee shall exercise the review function provided for in West Virginia Code § 8-29-9, pertaining to the review of all applications of governmental units or independent agencies within the region for loans or grants from the federal government or any of its agencies or the State of West Virginia or any of its agencies.
- C. Each member of the Executive Committee, except for the Executive Director, shall be entitled to one (1) vote on all matters to be voted on by the Executive Committee. The Executive Director, as Secretary of the Council, shall be a non-voting member of the Executive Committee.
- D. The term of office for the members of the Executive Committee shall be the same as the term of office as the officers of the Council.

SECTION 3.2: PERSONNEL COMMITTEE

- A. The Personnel Committee shall consist of the Chairperson, First Vice-Chairperson, Second Vice Chairperson, Treasurer, and members of a Personnel Committee appointed by the Chairperson.
- B. The Personnel Committee shall be responsible for evaluating the performance of the Executive Director, on a periodic basis, at least annually. Any member of the Council may file a written complaint, within five (5) business days of any complaining conduct, against the Executive Director, which shall set forth the nature of the complaint. Any complaints shall be given to the Chairperson, who will refer the same to the Personnel Committee for an investigation of the complaint. The Personnel Committee shall make a recommendation to the Council within five (5) business days from the date of receiving the Complaint from the Chairperson. A majority vote of the Council shall be needed to remove the Executive Director.
- C. In the event of a vacancy in the position of Executive Director, the Personnel Committee shall select a qualified person to serve as the Executive Director of the Council. The appointment of the Executive Director shall be ratified by the general membership at the next meeting of the Council or may be ratified by the Executive Committee of the Council, whichever meeting is next following the selection of an Executive Director.

SECTION 3.3: ADVISORY COMMITTEES

- A. The Council Chairperson may appoint advisory committees of interested and affected citizens to assist in the review of plans, programs and other purposes referred to for review by the Council. Whenever an advisory committee is required by a federal or state regional program, the Chairperson shall, with the approval of the Executive Committee, appoint such advisory committee.
- B. Whenever a special advisory committee is required by any federal, state, or regional program, the Council Chairperson shall, with the approval of the Executive Committee, appoint or recognize such committees as advisory groups to the Council.
- C. Where applicable or necessary, the appointees may come from localities outside the regional boundaries of the Council. Advisory Committees may include citizens who are not members of the Council.
- D. Advisory committees will consist of three (3) to seven (7) members and will serve a maximum of one (1) year from the time of appointment.
- E. The Council Chairperson shall be an ex-officio member of all advisory committees.

ARTICLE IV: OFFICERS

SECTION 4.1: ELECTION OF OFFICERS

- A. All Officers of the Council shall be elected by the membership at the Annual Meeting of the Council, except the Office of Secretary, which shall always be the Executive Director of the Council.
- B. The members of the Council shall elect from the membership the following:
 - 1. Chairperson;
 - 2. First Vice-Chairperson;
 - 3. Second Vice-Chairperson; and,
 - 4. Treasurer.
- C. Any person who meets the qualifications as a member of the Council shall be entitled to hold any office on the Council.
- D. A slate of recommended Council officers will be selected by a Nominating Committee appointed by the Chairperson and will be submitted to the Council at the Annual Meeting.
- E. Term of Officers:
 - 1. All officers elected by the membership of the Council at the Annual Meeting shall serve for one (1) year. Members who serve as officers shall be limited to four (4) consecutive one (1) year terms in a specific office, except for Treasurer who may exceed the term limits with the approval of the Council.
 - 2. If the Chairperson for any reason, leaves office prior to the expiration of his/her term, the First Vice-Chairperson shall become the Chairperson.

If the First Vice-Chairperson, Second Vice Chairperson or Treasurer leaves office prior to the expiration of his/her term, nomination, and election of an interim officer(s) for the newly vacated position(s) shall occur at the next meeting. If a vacancy occurs during the last month of the fiscal year, the normal procedures identified in these Bylaws shall be followed.

The Council shall employ an Executive Director to manage the day-to-day operations of the Organization. The Executive Director shall serve in the office of Secretary for the Council. The Executive Director shall have those powers and duties outlined in Chapter 8 Article 25 of the West Virginia Code.

ARTICLE V: RIGHTS AND LIABILITIES OF MEMBERS

SECTION 5.1: NO PROPERTY INTEREST OF MEMBERS

The Council is operated as a not-for-profit quasi-governmental agency. No dividend or distribution of property shall be made to any member at any time. Upon dissolution, if there is property remaining after the payment of all debts and liabilities, the same shall be distributed in accordance with state and/or federal law.

SECTION 5.2: NON-LIABILITY OF MEMBERS

No member shall be individually liable for any debt or liability of the Council while acting within the scope and authority of his or her membership. Comprehensive insurance coverage shall be purchased to provide coverage for all members and staff. This Section shall not be amended except by the unanimous written consent of all the members of the Council.

ARTICLE VI: MEETINGS

SECTION 6.1: COUNCIL MEETINGS

- A. All meetings of the Council shall be open to the public. Notice of each meeting shall be provided in accordance with Section 3 of Chapter 6, Article 9A of the West Virginia Code, 1931, as amended (the "Open Governmental Proceedings Act") and shall be filed electronically with the Secretary of State for publication on the Secretary of State's website.
- B. Regular meetings of the Council shall be held in the months of January, April, July and October, or other months as approved by Council. Notice of each regular meeting shall be provided in accordance with Section 6.1.F. of these Bylaws.
- C. Special meetings of the Council may be called at any time by the Chairperson. Notice of each special meeting shall be provided in accordance with Section 6.1.F. of these Bylaws.
- D. For purposes of these Bylaws, an "emergency meeting" means any meeting called by the Council or a committee of the Council for the purpose of addressing an unexpected event which requires immediate action because it poses: (1) an imminent threat to public health or safety, (2) an imminent threat of damage to public or private property, or (3) an imminent material financial loss or other imminent substantial harm to the Council, its employees or the member of the public it serves. In the event of an emergency, an emergency meeting of the Council may be called by the Chairperson. Notice of each emergency meeting shall be provided in accordance with Section 6.1.F. of these Bylaws.

- E. Any regular or special meetings of the Council may be recessed without further notice to such date, hour and place as may at such meeting be determined by the Council. In the event a quorum is not present at such meeting and cannot be obtained within a reasonable time, such regular or special meetings shall be adjourned to such date, hour and place as shall then be given to those members not present. Notice of each adjourned meeting shall be provided in accordance with Section 6.1.F. of these Bylaws.
- F. Notice to the public and news media of all regular, special, emergency, and adjourned meetings shall be given in the manner prescribed in Section 3 of the Open Governmental Proceedings Act, or in any other applicable law or regulation in regard to open governmental proceedings.
 - 1. Notice each regular, special and adjourned meeting shall be filed with the Secretary of State for publication on the Secretary of State's website in a manner to allow each notice to appear on the Secretary of State's website at least five (5) business days prior to the date of the meeting. Each such notice shall state the date, time, place, and purpose of such meeting.
 - 2. Notice of each emergency meeting shall be filed with the Secretary of State for publication on the Secretary of State's website, as soon as practicable prior to the emergency meeting. Each such notice shall state the date, time, place and purpose of such emergency meeting and the facts and circumstances of the emergency,
- G. One or more members of the Council may participate in a meeting of the Council by means of conference telephone, video conference, or similar electronic communication equipment by means of which all persons participating in the meeting can hear each other. Whenever a vote of the members is required or permitted in connection with any action, subject to the provision of any applicable law or regulation regarding open governmental proceedings, this vote may be taken orally during an electronic conference.
- H. Meetings of the Council shall be governed by Roberts Rules of Order.
- I. The July Council Meeting shall be designated as the Annual Meeting of the Council.
- J. The purpose of the Annual Meeting shall be the election of officers, the appointment of members from the public at large, and the arranging of other organizational and administrative affairs.
- K. The Secretary of the Council shall take minutes of each meeting and shall make said minutes available to the public within a reasonable time after the meeting. The minutes shall include: (1) the date, time, and place of the meeting; (2) the name of each member of the Council present and absent; (3) all motions, proposals, resolutions, and measures proposed, the name of the person proposing the same and their disposition; and (4) the results of all votes.

SECTION 6.2: EXECUTIVE COMMITTEE MEETINGS

- A. The Executive Committee shall meet as needed. One or more members of the Executive Committee may participate in a meeting of the Executive Committee by means of conference telephone, video conference, or similar electronic communication equipment by means of which all persons participating in the meeting can hear each other. Whenever a vote of the members of the Executive Committee is required or permitted in connection with any action, subject to the provision of any applicable law or regulation regarding open governmental proceedings, this vote may be taken orally during an electronic conference.
- B. Any special meeting of the Executive Committee may be called by the Chairperson, the Executive Director, any four (4) members of the Executive Committee, or any four (4) members of the Council.
- C. Meetings of the Executive Committee may be adjourned in the same manner as meetings of the Council, as set forth in Section 6.1.E.
- D. Meetings of the Executive Committee shall be called in the same manner as meetings of the Council, as set forth in Section 6.1.F. of these Bylaws.
- E. The Executive Committee may hold an executive session during any regular, special, adjourned or emergency meeting in accordance with the provisions of the Open Governmental Proceedings Act.

SECTION 6.3: PERSONNEL COMMITTEE MEETINGS

- A. Meetings of the Personnel Committee may be called by the Chairperson.
- B. Meetings of the Personnel Committee may be adjourned in the same manner as meetings of the Council, as set forth in Section 6.1.E.
- C. Meetings of the Personnel Committee shall be called in the same manner as meetings of the Council, as set forth in Section 6.1.F. of these Bylaws.
- D. One or more members of the Personnel Committee may participate in a meeting of the Personnel Committee by means of conference telephone, video conference, or similar electronic communication equipment by means of which all persons participating in the meeting can hear each other. Whenever a vote of the members of the Personnel Committee is required or permitted in connection with any action, subject to the provision of any applicable law or regulation regarding open governmental proceedings, this vote may be taken orally during an electronic conference.
- E. The Personnel Committee may hold an executive session during any regular, special, adjourned or emergency meeting in accordance with the provisions of the Open Governmental Proceedings Act.

SECTION 6.4: ADVISORY COMMITTEE MEETINGS

- A. Meetings of any advisory committees will be called by the Chairperson of the respective advisory committee.
- B. Meetings of any advisory committee may be adjourned in the same manner as meetings of the Council, as set forth in Section 6.1.E.
- C. Meetings of any advisory committee shall be called in the same manner as meetings of the Council, as set forth in Section 6.1.F. of these Bylaws.
- D. One or more members of the advisory committee may participate in a meeting of the advisory committee by means of conference telephone, video conference, or similar electronic communication equipment by means of which all persons participating in the meeting can hear each other.

ARTICLE VII: VOTING AND QUORUMS

SECTION 7.1: COUNCIL MEETINGS

- A. Council members meeting the qualifications set forth in these Bylaws shall be entitled to one (1) vote on all matters brought before the Council during the meeting.
- B. Council members must be present at the meeting time and location established for that meeting. Proxies are not permitted.
- C. At least fifteen (15) Council members must present at the meeting to constitute a quorum.
- D. If a quorum is present at a duly called and held meeting, a majority vote of those present will be necessary to approve or reject those items of business brought before the Council in proper order.

SECTION 7.2: EXECUTIVE COMMITTEE MEETINGS

- A. Executive Committee members shall be entitled to one (1) vote on all matters brought to vote during any meeting of the Executive Committee.
- B. To submit a vote, the Executive Committee member must be present at the Executive Committee meeting when the vote is taken or, in the case of an elected member, may designate in writing another elected official from his/her County Commission or Municipal Council. Committee members may appear by conference call and shall be considered present for

purposes of voting and taking other action by the Committee.

- C. At least 50% of the Executive Committee members, or their properly sanctioned designees, must be present at the meeting to constitute a quorum.
- D. If a quorum is present at a duly called and held meeting, a majority vote of those present will be necessary to approve or reject all items of business brought before the Executive Committee.

SECTION 7.3: PERSONNEL COMMITTEE MEETINGS

- A. Personnel Committee Members shall be entitled to one (1) vote on all matters brought before the Personnel Committee.
- B. To submit a vote, the committee member must be present at the Personnel Committee meeting when the vote is taken. Committee members may appear by conference call and shall be considered present for purposes of voting and taking other action by the Committee.
- C. At least 50% of the Personnel Committee members must be present at the meeting to constitute a quorum.
- D. If a quorum is present at a duly called and held meeting, a majority vote of those present will be necessary to approve all items of business brought before the Committee.

SECTION 7.4: COMMITTEE MEETINGS

- A. Each committee member duly appointed by the Chairperson to serve on said committee shall be entitled to one (1) vote on all matters brought before his/her assigned committee.
- B. To submit a vote, the committee member must be present at the committee meeting for which he or she is a duly appointed member when the vote is taken. Committee members may appear by conference call and shall be considered present for purposes of voting and taking other action by the Committee.
- C. At least 50% of the committee members must be present at the committee meeting to constitute a quorum.
- D. If a quorum is present at a duly called and held meeting, a majority vote of those present will be necessary to approve all items of business brought before the Committee.

ARTICLE VIII: RESPONSIBILITIES OF COUNCIL AND ITS ELEMENTS

SECTION 8.1: RESPONSIBILITIES OF THE COUNCIL

The responsibilities of the Council shall be as follows:

- A. Hire an executive director to manage the operations of the Council.
- B. Elect officers.
- C. Approve of the Annual Budget.
- D. Review and revise the Council’s Bylaws.
- E. Approve the Comprehensive Economic Development Strategy (CEDS).
- F. Initiate public information and education within the region and integrate the resources of other groups or individuals, either public or private whose interests are in harmony with the purpose of the Council.
- G. Exercise the power of review over all application of governmental units of independent agencies within the region for loans or grants from the federal government or any of its agencies or the State of West Virginia or any of its agencies (the recommendation and the basis for each review shall be forwarded to the Governor).
- H. Such duties and requirements outlined in Chapter 8 Article 25 of the West Virginia Code.

SECTION 8.2: RESPONSIBILITIES OF COUNCIL OFFICERS

- A. The Council Chairperson shall:
 - 1. Serve as the Council's Chief Executive Officer and preside at each Council meeting.
 - 2. Serve as ex-officio member of all advisory committees.
 - 3. Co-sign all checks written by the Council with the First Vice-Chairperson, Second Vice-Chairperson, Treasurer or Executive Director.
 - 4. Whenever an advisory committee is required by a federal or state regional program, the Chairperson shall appoint such advisory committees.
 - 5. Such other duties or responsibilities as may be set forth in the West Virginia Code.
- B. The Council First Vice-Chairperson shall:

1. Serve as the Council's Chief Executive Officer in the absence of the Chairperson.
2. Serve as the Executive Officer of the Council in the absence of the Chairperson.
3. Co-sign all checks written by the Council with the Chairperson, Second Vice-Chairperson, Treasurer, or Executive Director.

C. The Council Second Vice-Chairperson shall:

1. Serve as the Council's Chief Executive Officer in the absence of the Chairperson and First Vice-Chairperson.
2. Serve as the Executive Officer of the Council in the absence of the Chairperson and First Vice-Chairperson.
3. Co-sign all checks written by the Council with the Chairperson, Second Vice-Chairperson, Treasurer, or Executive Director.

D. The Council Treasurer shall:

1. Serve as Executive Officer of the Council or the Executive Committee in the absence of the Council Chairperson, Council First Vice-Chairperson and Council Second Vice-Chairperson.
2. Co-sign all checks written by the Council with the Chairperson, First Vice-Chairperson, Second Vice-Chairperson or Executive Director.
3. Assist in the development of the annual budget for the Council.
4. Present the financial report at regularly scheduled meetings.

E. The Council Secretary shall be the Executive Director and shall be responsible for the taking of minutes at all meetings of the Council.

SECTION 8.3: RESPONSIBILITIES OF THE EXECUTIVE DIRECTOR

A. The Executive Director, in carrying out the programs and projects, shall be the Administrative Officer of the Council.

B. In fulfilling this mandate, the Executive Director shall:

1. Select, evaluate, and remove any employee of the Council in accordance with approved personnel policy.

2. Prepare and present the annual report for ~~the~~ adoption by the Council.
3. Serve as Secretary ex-officio of the Council.
4. Keep the general membership and the Executive Committee advised about the needs and affairs of the Council and to oversee the preparation of the annual report.
5. Serve as the budget officer of the Council, and in that capacity shall be bonded.
6. Co-sign all checks written by the Council with the Chairperson, First Vice-Chairperson, Second Vice-Chairperson or Treasurer.
7. Assure that an annual audit is performed on the fiscal operation of the Council by a qualified CPA firm.
8. Serve in other functions as may be assigned to him/her from time to time by either the Executive Committee or the Council.
9. Assist the Council in carrying out its responsibilities.
10. Prepare a review of all grant and loan applications for governmental units or independent agencies within the Region for State and Federal funds and forward recommendations to the State's single point of contact.

ARTICLE IX: BUDGET

The Council shall adopt an annual budget, to be submitted to participating government units which contribute funds to the Council. One copy shall be provided to the County Clerk, county administrator, or office of the County Commission, and one copy shall be provided to the city clerk, mayor, or city manager, depending on the form of government. This budget shall be adopted by a majority of the counties in the region and a majority of the municipalities participating in the Council.

ARTICLE X: ANNUAL REPORT

SECTION 10.1: GENERAL

On or before July 31 of each year, the Council shall cause to be prepared an annual report of the operations of the Council. The Council shall submit copies of the report to the participating governmental units and the Governor and may be made available online at the Council's website.

SECTION 10.2: CONTENTS OF ANNUAL REPORT

The Annual Report shall include:

1. A consolidated statement of the Council's receipts and expenditures by category since the preceding report.
2. A consolidated, detailed budget for the year in which the report is filed and the following year including an outline of its program for such period.
3. A description of any comprehensive plan adopted in whole or in part in the region.
4. A summary of any study or development progress and recommendations.
5. A listing of all applications for federal grants or loans submitted by the governmental units within the region; together with the action taken by the Council in relation thereto.
6. A listing of plans of local government units submitted to the region; and actions taken in relation thereto.
7. Recommendations of the Council regarding federal and state programs, cooperation, funding, and legislative needs.
8. Any such other information as may be required by West Virginia Code.

ARTICLE XI: AMENDMENTS

These Bylaws may be amended by the vote of a majority of the Council members present at any regular meeting, provided that a summary of the proposed changes will be provided at least two (2) weeks prior to the meeting at which Bylaw changes are proposed.

Revised and Adopted: June 25, 2007.

Amended: December 8, 2009

Amended: April 27, 2015

Amended: October 26, 2015

Amended: October 24, 2022

City of Weston
Expense Report
07/01/2022-10/31/2022

Expense

231.0 · Bank Charges	221.84
409.000 · MAYOR'S OFFICE	
409.103 · MAYOR'S OFFICE OFFICIALS SALARIE	1,500.00
409.104 · MAYOR'S OFFICE PAYROLL TAXES	114.75
Total 409.000 · MAYOR'S OFFICE	<u>1,614.75</u>
410.00 · CITY COUNCIL	
410.103 · CITY COUNCIL OFFICAL'S SALARIES	2,400.00
410.104 · CITY COUNCIL PAYROLL TAXES	183.60
410.568 · CITY COUNCIL CONTRIBUTIONS	250.00
Total 410.00 · CITY COUNCIL	<u>2,833.60</u>
412.000 · CITY MANAGER	
412.103 · CITY MANAGER WAGES	17,715.89
412.104 · CITY MANAGER-PAYROLL TAXES	1,328.24
412.221 · CITY MANAGER TRAINING AND ED	-300.00
412.341 · CITY MANAGER'S SUPPLIES & MATER	-8.66
Total 412.000 · CITY MANAGER	<u>18,735.47</u>
413.237 · TREASURER'S FEES AND TAXES	-134.00
414.000 · FINANCE OFFICE	
414.103 · FINANCE OFFICE WAGES	24,476.14
414.104 · FINANCE DEPT PAYROLL TAXES	1,838.69
414.218 · FINANCE DEPT / POSTAGE	33.20
414.220 · FINANCE LEGAL FEES AND ADVICE	55.00
414.221 · FINANCE DEPT / TRAINING AND ED.	-300.00
414.223 · FINANCE DEPT. PROF. SERVICES	14,210.00
414.230 · FINANCE DEPT CONTRACT SERV	5,845.96
414.237 · FINANCE OTHER FEES & TAXES	76.50
Total 414.000 · FINANCE OFFICE	<u>46,235.49</u>
415.000 · CITY CLERK'S OFFICE	
415.103 · CITY CLERK'S OFFICE - WAGES	11,451.67
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	865.18
415.106 · CITY CLERK'S OFFICE-RETIREMENT	9,474.98
415.221 · CITY CLERK'S TRAINING & ED	-300.00
415.341 · CITY CLERKS SUPPLIES & MATERIAL	221.50
Total 415.000 · CITY CLERK'S OFFICE	<u>21,713.33</u>
416.000 · POLICE JUDGE'S OFFICE	
416.103 · POLICE JUDGE'S OFFICAL'S SALARY	1,950.00
416.104 · POLICE JUDGE'S PAYROLL TAX	149.19
Total 416.000 · POLICE JUDGE'S OFFICE	<u>2,099.19</u>
417.000 · CITY ATTORNEY'S OFFICE	
417.103 · CITY ATTORNEY SALARIES & WAGES	10,342.66
417.104 · CITY ATTORNEY PAYROLL TAXES	791.22
417.221 · ATTORNEY TRAINING FEES	-300.00

417.222 · CITY ATTORNEY DUES AND SUBSCRIP	168.00
417.223 · CITY ATTORNEY PROFESSION SERVIC	7,120.00
417.341 · CITY ATTORNEY / SUPPLIES	1,432.99
Total 417.000 · CITY ATTORNEY'S OFFICE	19,554.87
436.000 · BUILDING AND CODE	
436.103 · CODE ENFORCEMENT WAGES	11,089.99
436.104 · CODE ENFORCEMENT-PAYROLL TAX	838.12
436.214 · CODE ENFORCEMNT TRAVEL	157.46
436.217 · CODE ENFORMENT VEHICLE MAINT	14.00
436.221 · CODE ENFORCEMENT TRAINING & ED	605.46
436.230 · CODE ENFORCEMEMENT CONTRACT SVC	
436.600 · CODE ENFORCEMENT TREE REMOVAL	8,550.00
436.601 · CODE ENFORCEMENT DEMOLITION SER	1,505.00
436.230 · CODE ENFORCEMEMENT CONTRACT SVC - Other	9,362.00
Total 436.230 · CODE ENFORCEMEMENT CONTRACT SVC	19,417.00
436.341 · CODE ENFORCEMENT SUPPLIES	132.71
436.343 · CODE ENFORCEMENT FUEL	191.40
436.345 · CODE ENFORCEMENT / UNIFORMS	71.99
Total 436.000 · BUILDING AND CODE	32,518.13
437.000 · CITY HALL PLANNING AND ZONING	
437.223 · PLAN & ZONE - PROF SERV	11.74
Total 437.000 · CITY HALL PLANNING AND ZONING	11.74
440.000 · CITY HALL	
440.105 · CITY HALL CONTRIBUTION INSURANC	57,729.18
440.109 · CITY HALL EYE AND DENTAL INSUR	4,221.28
440.112 · CITY HALL WORKERS COMP	49,142.00
440.113 · CITY HALL / EYE & DENTAL INS	2,139.32
440.114 · COMMERCIAL LIABILITY INS	213.16
440.116 · CITY HALL / WVML UNEMPLOYMENT	2,443.72
440.211 · CITY HALL TELEPHONE	1,301.75
440.213 · CITY HALL UTILITIES	
440.250 · CITY HALL GAS UTILITY	144.82
440.251 · CITY HALL WATER	215.26
440.213 · CITY HALL UTILITIES - Other	2,441.63
Total 440.213 · CITY HALL UTILITIES	2,801.71
440.215 · CITY HALL M & R BLDGS & GROUNDS	6,266.44
440.218 · CITY HALL POSTAGE	7.38
440.220 · CITY HALL - ADVERTISING	448.57
440.221 · CITY HALL TRAINING / TUITION	320.94
440.222 · CITY HALL DUES & SUBS	4,582.50
440.223 · CITY HALL-CONTRACTED SERVICES	209.56
440.226 · CITY HALL INSURANCE LIABILITY	750.00
440.229 · CITY HALL COMPUTER SER & SOFTWA	10,126.64
440.230 · CITY HALL CONTRACTED SERVICES	1,855.82
440.232 · CITY HALL BANK CHARGES	2,793.50
440.236 · CITY H ALL PROPERTY TAXES	889.55

440.252 · CITY HALL SANITARY SEWAGE	134.69
440.341 · CITY HALL SUPPLIES & MATERIALS	3,358.21
Total 440.000 · CITY HALL	151,735.92
700.000 · POLICE DEPARTMENT	
700.103 · POLICE SALARIES & WAGES	93,548.69
700.104 · POLICE PAYROLL TAXES	3,972.13
700.107 · POLICE CONTRIBUTION TO PENSION	0.00
700.210 · POLICE MEDICAL WELLNESS BILLS	163.00
700.211 · POLICE TELEPHONE	641.08
700.217 · POLICE M & R AUTOS/TRUCKS	4,651.54
700.218 · POLICE POSTAGE	9.05
700.220 · POLICE - ADVERTISING	330.00
700.221 · POLICE TRAINING & EDUCATION	-776.72
700.229 · POLICE COURT COST & DAMAGES	50.00
700.230 · POLICE CONTRACTED SERVICES	500.00
700.341 · POLICE SUPPLIES & MATERIALS	127.88
700.343 · POLICE FUEL, OIL & TIRES	1,204.72
700.345 · POLICE UNIFORMS	-272.39
700.459 · POLICE CAPITAL OUTLAY	9,211.02
Total 700.000 · POLICE DEPARTMENT	113,360.00
706.000 · FIRE DEPARTMENT	
706.103 · FIRE DEPT SALARIES & WAGES	51,155.89
706.104 · FIRE DEPT PAYROLL TAXES	1,894.41
706.107 · FIRE DEPT CONTRIBUTION TO PENSI	0.00
706.211 · FIRE DEPT TELEPHONE	1,053.16
706.213 · FIRE DEPT UTILITIES ELECTRIC	2,156.30
706.215 · FIRE DEPT / BUILDING MAINT.	-6.88
706.216 · FIRE DEPT EQUIP MAINT	208.95
706.217 · FD VEHICLE MAINTENANCE	1,486.65
706.250 · FIRE DEPT GAS UTILITY	339.68
706.251 · FIRE DEPT WATER	428.79
706.252 · FIRE DEPT SANITARY SEWAGE	199.74
706.255 · FIRE DEPARTMENT WIRELESS PHONE	120.69
706.343 · FIRE DEPT GAS & OIL	334.34
706.345 · FIRE DEPT UNIFORMS	57.59
706.458 · FD CAPITAL OUTLAY OTHER IMP	862.97
706.459 · FD CAPITAL OUTLAY AUTO/EQUIP	13,238.92
Total 706.000 · FIRE DEPARTMENT	73,531.20
711.000 · COMM. CNTR/CNTRL DISPATCH	
711.230 · COMM. CENTER 911 CONTRACTED SER	13,200.00
Total 711.000 · COMM. CNTR/CNTRL DISPATCH	13,200.00
715.000 · FIRE HYDRANTS	
715.251 · FIRE HYDRANT WATER UTILITY	2,087.48
Total 715.000 · FIRE HYDRANTS	2,087.48
750.000 · STREET DEPARTMENT	
750.103 · STREETS & HWY SALARIES & WAGES	74,158.59

750.104 · STREETS & HWY PAYROLL TAX	5,547.49
750.213 · STREETS & HWY UTILITIES	
750.250 · STREET DEPT GAS UTILITY	119.61
750.251 · STREET DEPT WATER	219.88
750.252 · STREET DEPT SANITARY SEWAGE	191.85
750.213 · STREETS & HWY UTILITIES - Other	<u>1,010.37</u>
Total 750.213 · STREETS & HWY UTILITIES	1,541.71
750.214 · STREET DEPT TRAVEL	417.11
750.215 · STREETS & HWY BLDG & GROUNDS	712.35
750.216 · STREETS & HWY M & R EQUIPMENT	1,184.42
750.217 · STREETS & HWY M & R AUTOS & TRU	5,419.96
750.223 · STREETS & HWY PROFESSIONAL FEES	1,032.73
750.230 · STREETS & HWY CONTRACTED SERVIC	
750.231 · STREETS & HWY TREE REMOVAL	250.00
750.230 · STREETS & HWY CONTRACTED SERVIC - Other	<u>2,475.00</u>
Total 750.230 · STREETS & HWY CONTRACTED SERVIC	2,725.00
750.341 · STREETS & HWY SUPPLIES & MAT	
750.600 · STREET DEPT HOT MIX ASPHALT	14,097.93
750.601 · STREET DEPT STONE	1,435.97
750.615 · STREET DEPT DISPOSAL	36.67
750.341 · STREETS & HWY SUPPLIES & MAT - Other	<u>2,254.41</u>
Total 750.341 · STREETS & HWY SUPPLIES & MAT	17,824.98
750.342 · STORMWATER DRAIN REPAIR/REPLACE	-565.55
750.343 · STREETS & HWY FUEL, OIL & TIRES	2,756.45
750.345 · STREET DEPT UNIFORMS	179.79
750.459 · STREETS & HWY CAPITAL OUTLAY	<u>10,450.00</u>
Total 750.000 · STREET DEPARTMENT	123,385.03
751.000 · STREET LIGHTS	
751.213 · STREET LIGHTS UTILITIES	21,146.79
751.216 · STREET LIGHTS MAINTENANCE/UPDAT	<u>1,479.00</u>
Total 751.000 · STREET LIGHTS	22,625.79
752.000 · SIGNS AND SIGNALS	
752.213 · SIGNS & SIGNALS UTILITIES	582.97
752.341 · SIGNS & SIGNALS SUPPLIES & MAT	<u>52.00</u>
Total 752.000 · SIGNS AND SIGNALS	634.97
755.000 · STREET CONSTRUCTION	
755.341 · STREET CONST. SUPPLIES	<u>2,963.16</u>
Total 755.000 · STREET CONSTRUCTION	2,963.16
756.000 · STREET CLEANING	
756.341 · ST. CLEANING SUPPLIES	99.56
756.459 · ST. CLEANING EQUIP. CAPITAL	<u>25,000.00</u>
Total 756.000 · STREET CLEANING	25,099.56
805.000 · STORMSEWER	
805.341 · STORM SEWER / SUPPLIES	825.00
805.459 · STORM SEWER / EQUIP. CAPITAL	<u>25,000.00</u>
Total 805.000 · STORMSEWER	25,825.00

900.000 · Parks and Recreation	
900.230 · RECREATION CONTRACTED SERVICES	1,960.00
900.341 · RECREATION SUPPLIES	-68.89
Total 900.000 · Parks and Recreation	<u>1,891.11</u>
950.000 · BEAUTIFICATION	
950.230 · BEAUTIFICATION-CONTRACTED SVCS	2,550.00
950.341 · BEAUTIFICATION-SUPPLIES	-1,533.23
Total 950.000 · BEAUTIFICATION	<u>1,016.77</u>
952.000 · CEMETERIES	
952.103 · CEMETARY / SALARIES	600.00
952.104 · CEMETARY / PAYROLL TAXES	45.90
952.230 · CEMETERIES CONTRACTED SERVICES	4,600.00
Total 952.000 · CEMETERIES	<u>5,245.90</u>
977.000 · STREET DEPT-S/T CAP IMPROVEMENT	<u>125,603.66</u>
Total Expense	<u>833,609.96</u>



City of Weston

Gross Revenue by Source, Month-to-Month Comparison
Fiscal Year 2023

	Jul-22	Aug-22	Sep-22	Oct-22	YTD Total
Municipal Fees	\$ 163,604.50	\$ 48,019.00	\$ 10,296.25	\$ 13,901.47	\$ 221,919.75
B&O	\$ 104,930.11	\$ 78,219.63	\$ 2,698.26	\$ 119,449.09	\$ 185,848.00
Business License	\$ 5,927.50	\$ 3,675.90	\$ 515.00	\$ 465.00	\$ 10,118.40
Permits	\$ 562.50	\$ 682.50	\$ 440.00	\$ 1,316.00	\$ 1,685.00
Excise Tax	\$ 11,465.61	\$ 12,785.96	\$ 11,848.66	\$ 13,842.72	\$ 36,100.23
Reimbursement	\$ 1,214.17	\$ 4,672.48	\$ 20,496.29	\$ 4,759.16	\$ 26,382.94
Franchise Tax	\$ 3,213.32	\$ 250.00	\$ 2,866.98	\$ 3,078.38	\$ 6,330.30
Property Tax	\$ 3,481.81	\$ 36,463.09	\$ 142,896.26	\$ 36,189.98	\$ 182,841.16
Police	\$ 533.00	\$ 1,095.00	\$ 1,424.62	\$ 1,696.00	\$ 3,052.62
Animal Tax	\$ 5.52	\$ 70.00	\$ 216.00	\$ 189.00	\$ 291.52
Paid Parking	\$ 1,200.00	\$ -	\$ 70.00	\$ 70.00	\$ 1,270.00
Money from Jerry Stout	\$ 311.40	\$ -	\$ -	\$ -	\$ 311.40
Donation	\$ 818.00	\$ -	\$ -	\$ -	\$ 818.00
Property Registration	\$ -	\$ -	\$ 1,375.00	\$ 3,750.00	\$ 1,375.00
Total Gross Revenue	\$ 297,267.44	\$ 185,933.56	\$ 195,143.32	\$ 198,706.80	\$ 877,051.12

Weston, the Heart of West Virginia

102 W. Second Street
Weston, WV 26452

P 304.269.6141
F 304.269.7842

Kim Harrison
Mayor

THE HUNTINGTON NATIONAL BANK
 PO BOX 1558 EA1W37
 COLUMBUS OH 43216-1558



CITY OF WESTON
 COAL SEVERENCE-TAX FUND
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Huntington Public Funds Economy Checking

Account: -----8409

Statement Activity From:
 10/01/22 to 10/31/22

Days in Statement Period 31

Average Ledger Balance* 34,279.89
 Average Collected Balance* 34,279.89

* The above balances correspond to the
 service charge cycle for this account.

Beginning Balance	\$33,225.14
Credits (+)	5,474.55
Electronic Deposits	5,474.55
Total Service Charges (-)	10.00
Ending Balance	\$38,689.69

Other Credits (+)

Account:-----8409

Date	Amount	Description
10/26	5,474.55	WVTREASURY COAL SEV 221026 COAL0223 NTE*AUTO2300653179 *COAL000000000000 74118*COAL0223

Service Charge Detail

Account:-----8409

Date	Service Charge (-)	Waives and Discounts (+)	Description
10/17	10.00		BUSINESS ONLINE SERVICE FEES

Service Charge Summary

Account:-----8409

Previous Month Service Charges (-)	\$10.00
Total Service Charges (-)	\$10.00

Balance Activity

Account:-----8409

Date	Balance	Date	Balance	Date	Balance
09/30	33,225.14	10/17	33,215.14	10/26	38,689.69

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Community Development Fund / Park & Rec.

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Account: -----0624

Statement Activity From:		Beginning Balance	\$1,188.44
10/01/22 to 10/31/22		Total Service Charges (-)	0.00
		Ending Balance	\$1,188.44
Days in Statement Period	31		
Average Ledger Balance*	1,188.44		
Average Collected Balance*	1,188.44		
* The above balances correspond to the service charge cycle for this account.			

Service Charge Summary

Account:-----0624

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

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1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

Verification of Electronic Deposits If you authorized someone to make regular electronic fund transfers of money to your account at least once every sixty days, you can find out whether or not the deposit has been received by us, call either 1-614-480-2001 or call toll free 1-800-480-2001.

Balancing Your Statement - For your convenience, a balancing page is available on our web site <https://www.huntington.com/pdf/balancing.pdf> and also available on Huntington Business Online.

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Huntington Public Funds Economy Checking

Account: -----8454

Statement Activity From:
 10/01/22 to 10/31/22

Days in Statement Period 31

Average Ledger Balance* 1,109,436.55
 Average Collected Balance* 1,100,083.42

* The above balances correspond to the
 service charge cycle for this account.

Beginning Balance	\$1,124,995.38
Credits (+)	392,033.15
Regular Deposits	182,344.90
Electronic Deposits	209,688.25
Debits (-)	315,621.39
Regular Checks Paid	178,593.91
Electronic Withdrawals	137,027.48
Total Service Charges (-)	93.80
Ending Balance	\$1,201,313.34

Deposits (+)

Account:-----8454

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
10/06	3,568.05		Brch/ATM	10/25	17,373.93		Brch/ATM
10/06	3,524.03		Brch/ATM	10/25	9,435.27		Brch/ATM
10/06	2,115.20		Brch/ATM	10/25	8,067.81		Brch/ATM
10/12	41,774.81		Brch/ATM	10/25	2,334.08		Brch/ATM
10/12	5,731.77		Brch/ATM	10/25	254.97		Brch/ATM
10/14	1,251.00		Brch/ATM	10/28	14,500.09		Brch/ATM
10/17	2,636.39		Brch/ATM	10/28	2,981.18		Brch/ATM
10/25	46,093.50		Brch/ATM	10/28	1,816.39		Brch/ATM
10/25	18,886.43		Brch/ATM				

Other Credits (+)

Account:-----8454

Date	Amount	Description
10/03	500.00	INTUIT 27801035 DEPOSIT 221001 524771998921412
10/04	163.00	INTUIT 46963065 DEPOSIT 221004 524771998921412
10/05	250.00	INTUIT 56304715 DEPOSIT 221005 524771998921412
10/06	22,982.42	WVTREASURY OIL&GAS 221006 O&G0223 NTE*AUTO2300525742 *OLGS00000000000073264*O&G0223
10/06	17.00	INTUIT 65600185 DEPOSIT 221006 524771998921412
10/11	1,125.00	INTUIT 76893475 DEPOSIT 221008 524771998921412
10/12	695.00	INTUIT 96640915 DEPOSIT 221012 524771998921412
10/13	410.00	INTUIT 04255915 DEPOSIT 221013 524771998921412

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Account: -----0149

Statement Activity From:
 10/01/22 to 10/31/22

Beginning Balance	\$378.70
Total Service Charges (-)	0.00
Ending Balance	\$378.70

Days in Statement Period 31

Average Ledger Balance* 378.70
 Average Collected Balance* 378.70

* The above balances correspond to the
 service charge cycle for this account.

Service Charge Summary

Account:-----0149

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

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Huntington Public Funds Economy Checking

Account: -----8823

Statement Activity From: 10/01/22 to 10/31/22		Beginning Balance	\$892.01
		Total Service Charges (-)	0.00
		Ending Balance	\$892.01
Days in Statement Period	31		
Average Ledger Balance*	892.01		
Average Collected Balance*	892.01		
* The above balances correspond to the service charge cycle for this account.			

Service Charge Summary

Account:-----8823

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

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Balancing Your Statement - For your convenience, a balancing page is available on our web site <https://www.huntington.com/pdf/balancing.pdf> and also available on Huntington Business Online.

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CITY OF WESTON
 PAYROLL ACCOUNT
 102 W 2ND ST
 WESTON WV 26452-1601

Have a Question or Concern?

Stop by your nearest
 Huntington office or
 contact us at:

1-800-480-2001

www.huntington.com/
 businessresources

Huntington Public Funds Economy Checking **Account: -----8506**

Statement Activity From:		Beginning Balance	\$7,618.17
10/01/22 to 10/31/22		Credits (+)	112,754.50
		Electronic Deposits	112,754.50
Days in Statement Period	31	Debits (-)	108,956.84
		Regular Checks Paid	3,299.91
Average Ledger Balance*	16,818.95	Electronic Withdrawals	94,559.24
Average Collected Balance*	16,818.95	Wire Transfer Debits	8,160.59
* The above balances correspond to the service charge cycle for this account.		Other Debits	2,937.10
		Total Service Charges (-)	0.00
		Ending Balance	\$11,415.83

Other Credits (+) **Account:-----8506**

Date	Amount	Description
10/04	7,607.45	FID BKG SVC LLC ACH 221004 676996093 S1CT
10/04	5,327.27	FID BKG SVC LLC ACH 221004 676996100 S1CO
10/12	38,441.00	BUS ONL TFR FRM CHECKING 101222 XXXXXXXX8454
10/26	48,444.06	BUS ONL TFR FRM CHECKING 102622 XXXXXXXX8454
10/26	12,934.72	BUS ONL TFR FRM CHECKING 102622 XXXXXXXX8454

Checks (-) **Account:-----8506**

Date	Amount	Check #	Date	Amount	Check #
10/03	2,049.28	10078	10/17	1,250.63	10079

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

Other Debits (-) **Account:-----8506**

Date	Amount	Description
10/13	9,726.26	ADP Tax ADP Tax 221013 09VJH 101341A01
10/13	28,714.74	ADP WAGE PAY WAGE PAY 221013 775086835376VJH
10/19	8,512.84	WVTREASURY CPRB WEB 221019 X23100
10/21	145.46	ADP PAYROLL FEES ADP FEES 221021 928826021182R02

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THE HUNTINGTON NATIONAL BANK
 PO BOX 1558 EA1W37
 COLUMBUS OH 43216-1558



CITY OF WESTON
 POLICE EQUIPMENT FUND
 102 W 2ND ST
 WESTON WV 26452-1601

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Huntington Public Funds Economy Checking

Account: -----1076

Statement Activity From: 10/01/22 to 10/31/22		Beginning Balance	\$1,550.88
		Total Service Charges (-)	0.00
		Ending Balance	\$1,550.88
Days in Statement Period	31		
Average Ledger Balance*	1,550.88		
Average Collected Balance*	1,550.88		
* The above balances correspond to the service charge cycle for this account.			

Service Charge Summary

Account:-----1076

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

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Rainy Day Fund

THE HUNTINGTON NATIONAL BANK
PO BOX 1558 EA1W37
COLUMBUS OH 43216-1558



CITY OF WESTON
102 W 2ND ST
WESTON WV 26452-1601

Have a Question or Concern?

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1-800-480-2001

[www.huntington.com/
businessresources](http://www.huntington.com/businessresources)

Huntington Public Funds Economy Checking

Account: -----4364

Statement Activity From:
10/01/22 to 10/31/22

Beginning Balance	\$75,995.16
Total Service Charges (-)	0.00
Ending Balance	\$75,995.16

Days in Statement Period 31

Average Ledger Balance* 75,995.16
Average Collected Balance* 75,995.16

* The above balances correspond to the
service charge cycle for this account.

Service Charge Summary

Account:-----4364

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

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Statement Period from 10/01/22 to 10/31/22 Page 1 of 1

October Report 2022

Street Department

- Filled in ruts on side of road edge with blacktop millings on Harrison Avenue, Broad Street, and Alley off East 6th Street
- Picked up trash from roadside with Building Inspector on Bennett Avenue
- Mowed and weedeated both lots on South Main in Kitsonville and the lot on Bennett Avenue
- Street Commissioner and one Street Department employee went to Chicago to inspect Jetter/Vac truck and Sweeper truck before purchase
- Worked with the Hope Gas on the intersection of Brown Avenue and Bannister Street to install new drainage system that consisted of two drop inlets and a new larger outflow drain pipe while the gas company fixed a leak that they had within the same trench
- Worked with Jay Hayes (Christmas light repair man) to install a new support cable from the telephone pole to the face of the apartment building, a new power line for the Christmas lights, and new communication wires for the boxes that operate the Christmas lights. This new installment was needed due to the wreck that occurred in front of Turner's Car Lot and the Moose Club months back that took out the telephone pole.
- Cold patched intersection of School Drive and West 4th Street
- Installed a new power plug to the back of the salt spreader
- Attached the salt spreader and needed mounts for the plow to the Blue Dodge to have ready for any unexpected winter weather
- Prepped blacktop cuts on Brown Avenue, Spring Street, and Montgomery Road for blacktop patching
- Held interviews for open Street Department Laborer position
- Inspected dams with the West Fork Conservation District
- Blacktop patched 10 ton on cuts on Spring Street, Brown Avenue, and Montgomery Road
- Prepped area at the Public Library for blacktop
- Blacktop patched 5 ton along the retaining wall and entrance at the Public Library and finished that truck load on a low spot at Alley of East 6th Street
- Filled in low spots around the parking area at Willow Park with dirt and seeded and strawed the area
- Checked all Christmas lights to make sure all bulbs were illuminated and functioning properly (1 snowflake is in the process of being rewired due to short)
- Delivered stage to H&M Motors for Trunk or Treat

- **Built a new frame for the grate on Camden Avenue**
- **Rebuilt drop inlet on Camden Avenue**
- **Delivered barricades to the St. Pats Church**
- **Cleaned drain at the top of Brook Street**
- **Finished drain on Karl Street with concrete**
- **Seeded and strawed area on Karl Street from past drain line installment after settling finished and additional top soil was added**
- **Cleaned bottom garage and greased up and cleaned equipment**
- **Welded new welds to the plow mounts that were breaking lose from past years of wear**
- **Wrapped pallets of old slate from the Columbia Club and relocated to the Street Department**
- **Cleaned drain and ditch on Depot Street and weedeated it as well**
- **Cut grass at the Street Department**
- **Investigated concern at Monroe Avenue about stagnant water coming out of the ground and found that an old abandoned gas line was carrying run off road water. To fix the issue we removed the gas line and back filled the road edge with stone to grade. From what we have noticed it has taken care of the concern. We are currently waiting to go back to Monroe Avenue to jet out multiple drop inlets and lines to get a better understanding of the layout of the drainage system within that area now that we have the Jetter/Vac truck.**
- **Assisted the paving crew with traffic control at needed paving locations**
- **Had the older model dump truck worked on at Kasey's Diesel Repair on Berlin**
- **Changed traffic light bulb at intersection of East 3rd Street and Brown Avenue**
- **We are currently working on maintenance and repairs to our fleet of trucks**
- **Have put in an order to J&M Graphics for new Christmas/New Year banners**
- **Installed 15MPH signs on Broad Street from the Howell Street bridge to the end of Broad Street beside Radcliff's Exxon**
- **Installed new parking signs at the Willow Park parking area**
- **All contracted paving from Parotta Paving has been finished**

Blacktop Tonnage for October 2022: Roughly 15 ton

11/07/22
09:24

WESTON POLICE DEPARTMENT
Law Total Incident Report, by Nature of Incident

Page: 338
1

Nature of Incident	Total Incidents
911 Hang Up	2
Abandoned Vehicle	1
Alarm Investigation	1
Altercation	1
Animal Lost/Found	1
Animal Problem	8
Assault	1
Assist Other Agency	1
Assist EMS	1
B&E Active	1
Battery	2
Call In	1
Child Custody	1
Complaint Parking	4
Complaint	19
Complaint Drug	2
Dispute	2
Domestic	3
Domestic Active	2
Fraud	1
Harassment	1
Information	1
Intoxicated Subject	3
Investigation	7
Larceny	3
Leaving The Scene	2
Lost/Found Prop	2
Missing Child	1
Missing Person	1
Motorist Asstist	4
MVC/Motor Veh Crash	14
Open Door	1
Property Damage	1
Reckless Driver	5
Remove Person	5
Roadway Obstruction	2
Seizures	1
Shots Fired	2
Speak To Officer	6
Stolen Property	1
Stolen Vehicle	2
Subject In Roadway	5
Subject With Weapon	1
Suicidal Tendencies	2
Suspicious	3
Suspicious Pers	14
Suspicious Vehicle	1
Threats	2
Traffic Violation	11
Traffic Stop	40
Trespassing	1
Unrestrained Child	1
Vandalism	1
Welfare Check	8
Wrecker Request	2

11/07/22
09:24

WESTON POLICE DEPARTMENT
Law Total Incident Report, by Nature of Incident

338
Page: 2

Total Incidents for This Report: 212

Report includes:

All dates between `00:00:00 10/01/22` and `00:00:59 10/31/22`
All agencies matching `WPD`
All natures
All locations
All responsible officers
All dispositions
All clearance codes
All observed offenses
All reported offenses
All offense codes
All circumstance codes

*** End of Report \SpillmanServer\app\tmp\reportTmp_mposey\rpt

Citations

Address	Date	Charge
East 3 rd	10/02/2022	No MVI
North River	10/08/2022	Suspended Operators
Water Street	10/08/2022	No Insurance
East 3 rd	10/11/2022	No Insurance
Court Avenue	10/15/2022	Suspended Operators
Go Mart	10/18/2022	Shoplifting
Court Avenue	10/23/2022	No Insurance
Bank Alley	10/31/2022	Battery

Report Number	Address	Incident Date
2.10102E+14		10/4/2022 9:03
2.10102E+14		10/4/2022 9:25
2.10102E+14	Cottage Avenue & East 1st Street	10/15/2022 19:00
2.10102E+14		10/15/2022 19:41
2.10102E+14	200-257 North River Avenue	10/15/2022 21:29
2.10102E+14		10/15/2022 21:52
2.10102E+14		10/15/2022 22:29
2.10102E+14		10/16/2022 0:11
2.10102E+14	200-257 North River Avenue	10/20/2022 14:01
2.10102E+14	North River Avenue & 12th Street	10/20/2022 15:46
2.10102E+14		10/27/2022 11:14

WARNINGS ISSUED WITH REPORT BEAM



WESTON FIRE DEPARTMENT
 REPORT FOR THE MONTH OF
 October 2022
 "On the job 'til the job is done"



TOTAL CALLS
TOTAL MEETINGS & DRILLS
TOTAL CALLS INSIDE THE CITY
TOTAL CALLS OUTSIDE THE CITY

118
4
79
24

TOTAL MUTUAL-AID CALLS
ASSISTS TO JACKSONS MILL
ASSISTS TO JANE LEW
ASSISTS TO MIDWAY
ASSISTS TO PRICETOWN
ASSISTS TO WALKERSVILLE
ASSISTS TO THE SQUAD

15
1
2
0
0
0
55

FROM
FROM
FROM
FROM
FROM
FROM

0
2
0
2
0
0

OUT OF COUNTY CALLS
PAID MAN LEFT THE CITY
TOTAL MILES
TOTAL APPARATUS HOURS
TOTAL MAN HOURS
TOTAL LOSS IN THE CITY
TOTAL LOSS OUTSIDE THE CITY
BURNING PERMITS ISSUED
MVC's INSIDE THE CITY
MVC's OUTSIDE THE CITY
WORKING STRUCTURE FIRES
WORKING AUTO FIRES
WORKING BRUSH FIRES
WORKING FIRES, OTHER

1
2
769
48
252
\$0
\$0
40
13
13
0
0
0
1

SAVED
SAVED

ADDITIONAL REMARKS

Attended all fire dept meetings and drills
 Went thru insurance Evaluation
 Guys did Safety day at Stonewall hospital
 Trunk or treat
 Pumpkin drop broad street church

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {10/01/2022} And {10/31/2022}
and District = "1A "

ncident	Type	Date	Location	Description
2-0001038-0	FIRE	10/01/2022	650 Craig ST	Motor Vehicle Accident with
2-0001039-0	FIRE	10/02/2022	321 Center AVE	Medical assist, assist EMS
2-0001040-0	FIRE	10/02/2022	110 Berlin RD	Alarm system activation, no
2-0001042-0	FIRE	10/02/2022	244 W 2nd ST /1	Medical assist, assist EMS
2-0001043-0	FIRE	10/02/2022	626 N River AVE	Medical assist, assist EMS
2-0001044-0	FIRE	10/03/2022	US Highway 33 E & Staunton DR	Motor Vehicle Accident with
2-0001045-0	FIRE	10/03/2022	99 MM Interstate 79 /NB On Ramp	Extrication of victim(s)
2-0001046-0	FIRE	10/03/2022	244 W 2nd ST /1	Medical assist, assist EMS
2-0001047-0	FIRE	10/03/2022	134 S Main AVE	Medical assist, assist EMS
2-0001049-0	FIRE	10/03/2022	Terrace AVE & Old Farm RD	Motor Vehicle Accident with
2-0001050-0	FIRE	10/04/2022	114 Middle Run RD	Medical assist, assist EMS
2-0001052-0	FIRE	10/05/2022	266.5 High ST	Medical assist, assist EMS
2-0001053-0	FIRE	10/05/2022	358 Court AVE /Robert L. Bland	Medical assist, assist EMS
2-0001054-0	FIRE	10/05/2022	22 Quarry Glen /101	Public service assistance,
2-0001055-0	FIRE	10/06/2022	420 W 2nd ST	Motor Vehicle Accident with
2-0001056-0	FIRE	10/07/2022	159 John ST	Medical assist, assist EMS
2-0001058-0	FIRE	10/08/2022	N River AVE & Butchers LANE	Motor Vehicle Accident with
2-0001059-0	FIRE	10/08/2022	US Highway 33 E & Staunton DR	Motor Vehicle Accident with
2-0001060-0	FIRE	10/08/2022	637 W 2nd ST	Dispatched & cancelled en
2-0001061-0	FIRE	10/09/2022	279 John ST	Medical assist, assist EMS
2-0001062-0	FIRE	10/10/2022	277 Rada AVE	Medical assist, assist EMS
2-0001065-0	FIRE	10/11/2022	457 Center AVE	Public service assistance,
2-0001066-0	FIRE	10/11/2022	US Highway 33 E & Berlin RD	Dispatched & cancelled en
2-0001068-0	FIRE	10/11/2022	876 Winter AVE	Authorized controlled
2-0001071-0	FIRE	10/12/2022	216 Post Office DR	Medical assist, assist EMS
2-0001073-0	FIRE	10/12/2022	281 Garton AVE	Medical assist, assist EMS
2-0001074-0	FIRE	10/13/2022	66 Alum AVE	Medical assist, assist EMS
2-0001077-0	FIRE	10/13/2022	748 Camden AVE	Medical assist, assist EMS
2-0001078-0	FIRE	10/13/2022	124 E 1st ST /404	Medical assist, assist EMS
2-0001079-0	FIRE	10/14/2022	124 E 1st ST /607	Medical assist, assist EMS
2-0001080-0	FIRE	10/14/2022	650 Craig ST /307	Medical assist, assist EMS
2-0001082-0	FIRE	10/15/2022	159 John ST	Medical assist, assist EMS
2-0001083-0	FIRE	10/15/2022	137 Mulberry AVE	Medical assist, assist EMS
2-0001085-0	FIRE	10/15/2022	330 Mid AVE	Medical assist, assist EMS
2-0001086-0	FIRE	10/16/2022	410 Monroe AVE	Medical assist, assist EMS
2-0001087-0	FIRE	10/16/2022	142 Mid AVE	Medical assist, assist EMS
2-0001089-0	FIRE	10/17/2022	881 Terrace AVE	Medical assist, assist EMS
2-0001090-0	FIRE	10/17/2022	410 Monroe AVE	Medical assist, assist EMS

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {10/01/2022} And {10/31/2022}
and District = "1A "

Incident	Type	Date	Location	Description
2-0001091-0	FIRE	10/17/2022	623 Center AVE	Medical assist, assist EMS
2-0001093-0	FIRE	10/17/2022	137 Mulberry AVE	Medical assist, assist EMS
2-0001094-0	FIRE	10/17/2022	100 MM Interstate 79 /N.B.	Motor vehicle accident with
2-0001098-0	FIRE	10/19/2022	401 John ST /Weston Arbors	Smoke detector activation
2-0001099-0	FIRE	10/19/2022	S Main AVE	Motor Vehicle Accident with
2-0001102-0	FIRE	10/20/2022	124 E 1st ST /Criss Manor/202	Medical assist, assist EMS
2-0001104-0	FIRE	10/20/2022	1 Garton PLZ /Weston Primary Health	Medical assist, assist EMS
2-0001105-0	FIRE	10/20/2022	US Highway 33 E & MM Interstate 79	Good intent call, Other
2-0001107-0	FIRE	10/20/2022	530 US Highway 33 E	Motor Vehicle Accident with
2-0001108-0	FIRE	10/21/2022	306 Center AVE /Go Mart	Medical assist, assist EMS
2-0001109-0	FIRE	10/21/2022	US Highway 33 E & MM Interstate 79	No Incident found on arrival
2-0001110-0	FIRE	10/21/2022	453 Center AVE	Medical assist, assist EMS
2-0001111-0	FIRE	10/21/2022	725 N River AVE	Assist police or other
2-0001112-0	FIRE	10/21/2022	251 W 2nd ST	Medical assist, assist EMS
2-0001113-0	FIRE	10/22/2022	32 Kitson ST	Medical assist, assist EMS
2-0001114-0	FIRE	10/22/2022	550 US Highway 33 E/Long John	Motor Vehicle Accident with
2-0001117-0	FIRE	10/23/2022	22 Quarry Glen /101	Medical assist, assist EMS
2-0001118-0	FIRE	10/23/2022	322 Broad ST	Medical assist, assist EMS
2-0001119-0	FIRE	10/23/2022	277 Rada AVE	Public service assistance,
2-0001120-0	FIRE	10/23/2022	22 Quarry Glen /101	Public service assistance,
2-0001121-0	FIRE	10/23/2022	856 Winter AVE	Medical assist, assist EMS
2-0001122-0	FIRE	10/24/2022	277 Rada AVE	Medical assist, assist EMS
2-0001123-0	FIRE	10/24/2022	277 Rada AVE	Medical assist, assist EMS
2-0001124-0	FIRE	10/24/2022	124 E 1st ST /Criss Manor - Lobby	Medical assist, assist EMS
2-0001125-0	FIRE	10/24/2022	277 Rada AVE	Medical assist, assist EMS
2-0001126-0	FIRE	10/24/2022	169 Cottage AVE	Good intent call, Other
2-0001127-0	FIRE	10/24/2022	250 Lee ST /Whelan Park	Medical assist, assist EMS
2-0001128-0	FIRE	10/25/2022	E 3rd ST E & Brown AVE	Dispatched & cancelled en
2-0001131-0	FIRE	10/25/2022	111 Mulberry AVE	Medical assist, assist EMS
2-0001132-0	FIRE	10/26/2022	111 Mulberry AVE	Medical assist, assist EMS
2-0001134-0	FIRE	10/26/2022	644 Locust AVE	Medical assist, assist EMS
2-0001136-0	FIRE	10/27/2022	216 Cottage AVE	Medical assist, assist EMS
2-0001140-0	FIRE	10/29/2022	538 Court AVE	Medical assist, assist EMS
2-0001142-0	FIRE	10/29/2022	50 S River AVE	Medical assist, assist EMS
2-0001143-0	FIRE	10/29/2022	111 Mulberry AVE	Medical assist, assist EMS
2-0001144-0	FIRE	10/30/2022	219 Broad ST /1	Medical assist, assist EMS
2-0001145-0	FIRE	10/30/2022	124 E 1st ST /104	Medical assist, assist EMS
2-0001147-0	FIRE	10/30/2022	100 MM Interstate 79	Motor Vehicle Accident with

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {10/01/2022} And {10/31/2022}
and District = "1A "

Incident	Type	Date	Location	Description
2-0001151-0	FIRE	10/31/2022	401 John ST	Alarm system sounded due to
2-0001152-0	FIRE	10/31/2022	346 E 3rd ST E	Motor Vehicle Accident with
2-0001154-0	FIRE	10/31/2022	124 E 1st ST /Criss Manor/308	Medical assist, assist EMS

Total Incident Count 79

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {10/01/2022} And {10/31/2022}
and District = "1B "

Incident	Type	Date	Location	Description
2-0001041-0	FIRE	10/02/2022	205 Minuteman DR	Dispatched & cancelled en
2-0001057-0	FIRE	10/07/2022	3262 US Highway 19 N	Medical assist, assist EMS
2-0001063-0	FIRE	10/10/2022	97 MM Interstate 79	Motor Vehicle Accident with
2-0001067-0	FIRE	10/11/2022	US Highway 33 E & Beech Lick RD	Motor Vehicle Accident with
2-0001072-0	FIRE	10/12/2022	49 Oakwood DR	Authorized controlled
2-0001075-0	FIRE	10/13/2022	87 MM Interstate 79 /N.B.	Motor vehicle accident with
2-0001081-0	FIRE	10/14/2022	85 MM Interstate 79 /North Bound	Motor Vehicle Accident with
2-0001088-0	FIRE	10/17/2022	89 MM Interstate 79 /S.B.	Motor Vehicle Accident with
2-0001092-0	FIRE	10/17/2022	9000 US Highway 33 E/E.B.	Public service
2-0001095-0	FIRE	10/18/2022	US Highway 19 S & Minuteman DR	Extrication of victim(s)
2-0001096-0	FIRE	10/18/2022	356 Edgewood DR	Dispatched & cancelled en
2-0001097-0	FIRE	10/19/2022	14 Woodcrest RD	Medical assist, assist EMS
2-0001100-0	FIRE	10/19/2022	Georgetown RD & Upland RD	Dispatched & cancelled en
2-0001103-0	FIRE	10/20/2022	101 MM Interstate 79	Dispatched & cancelled en
2-0001106-0	FIRE	10/20/2022	6530 Copley RD	Outside rubbish fire, Other
2-0001115-0	FIRE	10/22/2022	1264 Gee Lick RD	No Incident found on arrival
2-0001129-0	FIRE	10/25/2022	96 MM Interstate 79 /NB	Motor Vehicle Accident with
2-0001130-0	FIRE	10/25/2022	92 MM Interstate 79 /NB	Motor Vehicle Accident with
2-0001138-0	FIRE	10/28/2022	91 MM Interstate 79	Motor Vehicle Accident with
2-0001139-0	FIRE	10/28/2022	1500 Georgetown RD	Motor Vehicle Accident with
2-0001146-0	FIRE	10/30/2022	US Highway 33 E & Hidden LA	Motor Vehicle Accident with
2-0001148-0	FIRE	10/30/2022	8000 US Highway 33 E/West Bound	Motor Vehicle Accident with
2-0001150-0	FIRE	10/31/2022	500 Gladly Fork RD	Dispatched & cancelled en
2-0001153-0	FIRE	10/31/2022	95.5 MM Interstate 79 /SB	Motor Vehicle Accident with

Total Incident Count 24

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {10/01/2022} And {10/31/2022}
and District = "1A "

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	51	64.55%	\$0	0.00%
322 Motor vehicle accident with injuries	1	1.26%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	11	13.92%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	1.26%	\$0	0.00%
	64	81.01%	\$0	0.00%
Service Call				
350 Public service assistance, Other	4	5.06%	\$0	0.00%
351 Assist police or other governmental agency	1	1.26%	\$0	0.00%
	5	6.32%	\$0	0.00%
Good Intent Call				
500 Good intent call, Other	2	2.53%	\$0	0.00%
511 Dispatched & cancelled en route	3	3.79%	\$0	0.00%
522 No Incident found on arrival at dispatch	1	1.26%	\$0	0.00%
531 Authorized controlled burning	1	1.26%	\$0	0.00%
	7	8.86%	\$0	0.00%
False Alarm & False Call				
733 Smoke detector activation due to	1	1.26%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	1.26%	\$0	0.00%
745 Alarm system activation, no fire -	1	1.26%	\$0	0.00%
	3	3.79%	\$0	0.00%
Total Incident Count:	79		Total Est Loss:	\$0

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {10/01/2022} And {10/31/2022}
and District = "1B "

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
150 Outside rubbish fire, Other	1	4.16%	\$0	0.00%
	<u>1</u>	<u>4.16%</u>	<u>\$0</u>	<u>0.00%</u>
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	2	8.33%	\$0	0.00%
322 Motor vehicle accident with injuries	1	4.16%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	11	45.83%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	4.16%	\$0	0.00%
	<u>15</u>	<u>62.50%</u>	<u>\$0</u>	<u>0.00%</u>
3 Service Call				
553 Public service	1	4.16%	\$0	0.00%
	<u>1</u>	<u>4.16%</u>	<u>\$0</u>	<u>0.00%</u>
5 Good Intent Call				
611 Dispatched & cancelled en route	5	20.83%	\$0	0.00%
622 No Incident found on arrival at dispatch	1	4.16%	\$0	0.00%
631 Authorized controlled burning	1	4.16%	\$0	0.00%
	<u>7</u>	<u>29.16%</u>	<u>\$0</u>	<u>0.00%</u>
Total Incident Count:	24		Total Est Loss:	\$0

Weston Fire Dept.

Aid Responses by Department (Summary)

Alarm Date Between {10/01/2022} And {10/31/2022}

Type of Aid	Count
11 Buckhannon Fire Department	
automatic aid received	2
automatic aid given	1
	<hr/>
	3
2 Jane Lew Volunteer Fire Department	
automatic aid received	2
automatic aid given	2
	<hr/>
	4
3 Pricetown Volunteer Fire Department	
Automatic aid received	2
	<hr/>
	2
5 Jackson's Mill Volunteer Fire Department	
Automatic aid given	1
	<hr/>
	1
3 Lewis County Emergency Ambulance Authority	
mutual aid given	5
Automatic aid given	50
	<hr/>
	55

MARTY LEWIS

CODE ENFORCEMENT OFFICER

REPORT FOR OCTOBER 2022

BUILDING PERMITS

TOTAL – 19

CITIZENS CONCERNS

TOTAL – 5

WARD I - II

WARD II – I

WARD III - I

WARD IV – I

WARNINGS

TOTAL – 5

CORRECTIVE ORDERS

TOTAL – 5

CONDEMNED

TOTAL - 3

1. APPLIED FOR ADMINISTRATIVE WARRANT FOR 210 N. RIVER.
2. CONDUCTED VACANT HOME INSPECTIONS.
3. ATTENDED FLOOD PLAIN MANAGEMENT TRAINING.
4. ATTENDED REGIONAL PLANNING COMMISSION MEETING.
5. ATTENDED WATERSHED TOUR.



Business License Report

For the Month of

October 2022

<u>Name</u>	<u>Occupation</u>	<u>Date</u>
Hero Plumbing LLC Wm. Garuccio 724 5 th Street New Martinsville, WV 26155 (304) 843-9196	All Other	10/02/2022
Twisted Wire Electric Edward Ware 320 Bush Run Road French Creek, WV 26218 (304) 613-1725	Electrical Contractor	10/04/2022
J & S Contracting Inc. 122 Landmark Estates Jane Lew, WV 26378 (304) 884-6693	New Contractor	10/06/2022
Skytron LLC 5085 Corporate Exchange BLVD SE Grand Rapids, MI (616) 656-3184	All Other Data Max	10/11/2022
D'S Quick Grub Concessions Daniel Arbogast 227 High Street Jane Lew, WV 26378 (681) 495-4195	All Other	10/20/2022
Advantage Technology 950 Kanawha Blvd E Charleston, WV 25301 (304) 342-0796	All Other	10/24/2022



Name

Occupation

Date

Old Colony Co. of
Morgantown
1000 Center Ste H.
Morgantown, WV 26505
(304) 291-2121

Real Estate

10/25/2022



Incident of 6th Street

Nate and Brian,

Marc Morris
442 Vaughan Road
Belva, WV 26656

(304) 644-5819

Marc Morris called at 1:48 p.m. to let the City of Weston know he was traveling on 6th Street/Court Avenue at the 2nd stop sign to go out of town. Something on the 6th Street put a hole in the side on his tire and bent the rim. The tires he purchased up to two weeks ago. He had to put the spare tire on until getting it fixed. Brown's Service Station in Belva called him and said that everything needed to be replaced.

This happened Wednesday, August 24, 2022, at approximately 6:45 p.m.

Mr. Morris would like to know if anything can be done about the tire since he just bought it new and now must replace it with another new tire.

Mr. Morris will be included in this email as well.

Thanks,
Judy

MAKE MOORE

360.19

Year 93482

No. 852011


184

BROWN'S SERVICE STATION

BOX 17
BELVA, WEST VIRGINIA 26656
(304) 632-2117

DATE 8-16-22

- Rotate Tires every 6,000 miles
- Retorque lug nuts after first 20 miles

		QUANT	PRICE INCL. TAX	AMOUNT	I agree to pay the total amount shown subject to the applicable Agreement with Brown's Service Station and hereby acknowledge prior receipt of such Agreement.
<input type="checkbox"/> SUPER	<input type="checkbox"/> PLUS	<input type="checkbox"/> REGULAR			BUYER'S SIGNATURE 
<input type="checkbox"/> DIESEL	<input type="checkbox"/> MISC	<input type="checkbox"/> KEROSENE			
<u>2-Pezs/50K17</u>					USER ID
<u>Loape Cess 169.90</u>					VEHICLE ODOMETER READING
					SOLD BY
					DRIVER LICENSE NUMBER
					STATE
AUTH		VEHICLE LICENSE AND STATE		<u>2019</u>	
		SALES TAX		<u>360.19</u>	
		TOTAL		<u>610.75</u>	


MARC MORRIS

No. 175.86
747862

BROWN'S SERVICE STATION

BOX 17
BELVA, WEST VIRGINIA 26656
(304) 632-2117

DATE 8.25.2022

<input type="checkbox"/> SUPER <input type="checkbox"/> PLUS <input type="checkbox"/> REGULAR		QUANT	PRICE INCL. TAX	AMOUNT	I agree to pay the total amount shown subject to the applicable Agreement with Brown's Service Station and hereby acknowledge prior receipt of such Agreement.	
<input type="checkbox"/> DIESEL <input type="checkbox"/> MISC <input type="checkbox"/> KEROSENE						
1 - 2023/5DR17 COOPER C95 Grand Canyon					BUYER'S SIGNATURE 	
				16590	USER ID	
					VEHICLE ODOMETER READING	
AUTH	VEHICLE LICENSE AND STATE	SALES TAX	996	SOLD BY	DRIVER LICENSE NUMBER	STATE
		TOTAL	17586			

Liquidity Services Operations LLC dba GovDeals

Financial Settlement Services (FSS) Addendum

This Addendum is between Liquidity Services Operations LLC dba GovDeals, Inc. ("GovDeals"), a Delaware corporation having its principal place of business at 100 Capitol Commerce Blvd. Suite 110, Montgomery, Alabama 36117, and _____ (Client) having its principal place of business at _____.

It is understood the Client elects GovDeals to collect all proceeds due the Client from the winning bidder and remit the proceeds to the Client less the GovDeals fee.

GovDeals will charge the winning bidder a "Buyer's Premium", therefore, the Client is not allowed to charge the winning bidder an additional "Buyer's Premium".

GovDeals will collect all proceeds from the winning bidder, including the "Buyer's Premium" through PayPal, credit card or wire transfer. This is the only means of payment by the bidder.

The Client will not release an asset to the winning bidder until the Client has received verification from GovDeals that payment has been received from the winning bidder. Prior to an item being released to the winning bidder, the Client will ensure the winning bidder or his/her agent has signed a "Bill of Sale" containing the following notation: "Asset is sold as is, where is and without warranty. Once the asset is removed from the seller's premises there is no refund of monies previously paid". The Bill of Sale must be printed from the Seller Asset Management (SAM). Any other "Bill of Sale" used by the Client must be submitted to GovDeals for approval.

No proceeds will be remitted to the Client for any asset sold without verification of payment from GovDeals and verification from the Client the item has been picked up by the winning bidder. Approved payment from the winning bidder through PayPal, credit card, or wire transfer will be noted in SAM. It is the Client's responsibility to notify GovDeals when an item has been picked up, which is accomplished by the Client accessing SAM and selecting the "Picked Up" option from the "Paid, not picked up" report.

GovDeals will remit all proceeds collected, less the "Buyer's Premium" and the GovDeals fee to the Client on a weekly basis for all assets marked in SAM as 'Picked Up'. All proceeds will be remitted electronically by Automatic Clearing House/Electronic Funds Transfer (ACH/EFT). A detailed backup will be submitted to the Client to support the amount remitted.

Under no circumstance will the Client collect any proceeds directly from the winning bidder and if requested to do so, the Client should refer the winning bidder directly to GovDeals for payment instructions.

GovDeals will absorb all costs of Charge Backs by PayPal or a credit card company where an item is released to the winning bidder after the Client receives proper payment notification from GovDeals, GovDeals receives proper pickup notification from the Client and the Client obtained and retained a signed "Bill of Sale" from the winning bidder.

GovDeals will refund proceeds collected to the winning bidder in those rare occasions where the winning bidder pays for an asset but never picks it up and subsequently convinces PayPal or the credit card company to withdraw the amount from GovDeals' bank account. It is the Client's responsibility to request a credit on the asset paid for but not picked up as soon as the allowable pick up time passes. By taking the credit, it insures GovDeals will not charge the Client a fee and will allow the Client to resell the asset. If the asset is mistakenly placed in 'picked up' status by the Client and GovDeals has remitted payment, the Client agrees to refund this amount back to GovDeals.

A GovDeals' Client Account Manager or a GovDeals Help Desk Representative will train the Client on how to effectively use the Financial Settlement Services feature and provide ongoing support as needed. There are no additional costs to the Client for training and support.

GovDeals is covered by a Crime Insurance Policy with a limit of \$5,000,000, which will protect the Client against any loss of funds.

1985 American LaFrance Fire Engine

Vin : 1AFAD1189F1A18071

Odometer: 10,043

1500 Gallon Per Minute Pump

NV92 Detroit Diesel Engine

Allison Automatic Transmission

Speedometer Does Not Work

Engine Will Not Start/Turn Over

Current Situation:

We use QuickBooks' *Merchant Services* feature to take credit card payments.

We pay QuickBooks **3.4% + \$0.25** for every keyed in transaction.

We do not have a card reader.

QuickBooks does not have a way to pass this fee on to the consumer, so we have paid the cost. These costs have been in **440.232 CITY HALL BANK CHARGES**. Costs totaled roughly \$3,000/year

QuickBooks automatically reconciles payments for us.

QuickBooks can email invoices, but no standardized form of paying on the web appears to be possible beyond that.

Recommended Change:

WV State Treasurer's Office Managed Service System

Costs **2.75%** per transaction.

Cost will be relayed to the citizen.

Has the ability to set up online payment portal.

ACH (e-check) transaction online would be **free** from any transaction fee.

Staff will have to reconcile payments on a regular basis.

The payments go to the state, who keeps their 2.75%, and then the original "purchase" amount comes to us within a few business days.

Alternative:

WV State Treasurer's Office State Agency System

Costs **1.7% + \$0.26** per transaction

Cheaper for large payments (like a municipal fee) but more expensive for small payments (like a business license), when compared to WVSTO Managed Service System.

The entire balance comes directly to the city, who must put the transaction fee in a separate account, used only to pay the cost of processing.

Other Considerations:

The State Treasurer's Office has recommended that municipalities our size go with the managed service system, since it requires less maintenance, and is already cheaper than any alternative on the private market.

Requested Motion:

I move that the City of Weston adopt the WV State Treasurer's Office Managed Service System for accepting credit card and ACH payments, both online and in person, with an implementation goal of January 1, 2023.