



City of Weston, WV
Regular Session City Council Meeting
Lewis County Court House
March 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
 - A) Regular Session – 2-7-2022
 - B) Special Session – 2-22-2022
- 5) Visitor Section (5 Minute Time Limit)
- 6) Presentations
 - i) Presentation by WV HUBCAP about Weston Application
 - Commitment of \$2500 to WVHub Program (Approve/Deny/Table)
 - ii) Presentation of Resolution for RLBMS Varsity Basketball Undefeated Season
 - iii) Presentation of Steve Haning on Insurance Options
 - iv) Presentation to Terri Cole on behalf of Miracle on Main Street
 - v) Presentation to Ashley Montgomery for Second Saturday Events
- 7) Receive and File Reports of City Boards, Commissions, and Outside Agencies
 - Reports
 - vi) Weston Cemetery Board
 - Next Meeting – Monday, May 9, 2022 at 9:00 a.m. at the Municipal Building.
 - Approval of Application for Junior Kelley
 - vii) Historic Landmark Commission
 - Next Meeting – Thursday, March 10, 2022 at 5:00 p.m. at the Municipal Building.
 - viii) Weston Planning Commission
 - Next Meeting – Wednesday, May 11, 2022 at 4:30 p.m. at the Municipal Building.
 - ix) Boards of Parks and Recreation
 - Next Meeting – Friday, March 18, 2022 at 2:00 p.m. at the Municipal Building
 - x) Lewis County EDA Authority
 - Next Meeting – Wednesday, March 23, 2022 at 5:00 p.m. at 110 Center Avenue, 2nd Floor
 - xi) Board of Zoning Appeals
 - Next Meeting – Tuesday, March 8, 2022 at 6:00 p.m. at the Municipal Building
 - Approval of Application for Shirley Shaffer
 - xii) Codes Appeals Board

- Next Meeting – Thursday, March 17, 2022 at 6:00 p.m. at the Municipal Building
- xiii) Outside Agencies
 - Neighborhood Watch – Next Meeting – May 4, 2022 at 6:00 p.m. at the Lewis County Court House
- B) Known Vacancies to be Filled
 - Board of Zoning Appeals – 1 available position, plus an alternate (2 total)
- 8) Sanitary Board Director Report
- 9) Department Reports
 - A) Finance
 - Suttle and Stalnaker CPA Monthly Report for February 2022
 - B) Street Department
 - March Report in Packet
 - C) Police Department
 - March Report in Packet
 - D) Fire Department
 - March Report in Packet
 - E) Building/Code/Zoning Report
 - March Report in Packet
 - F) City Attorney
 - March Report in Packet
 - G) City Clerk
 - March Report in Packet
 - H) City Manager Report
 - March Report in Packet
- 10) Old Business
 - A) 2022-6 Ordinance: Update Vacant Structure and Vacant Property Ordinance (Second Reading) (Approve/Deny/Table)
 - B) 2022-7 Ordinance: Updated On-Site Citations Ordinance (First Reading) (Approve/Deny/Table)
 - C) 2022-8 Ordinance: Denial and/or Revocation of Licenses and Permits (Second Reading) (Approve/Deny/Table)
- 11) New Business
 - A) Discussion of Louis Bennett Library Roof
 - B) Residential Demolition 218 Court Avenue (Approve/Deny/Table)
 - C) Open Discussion on Safety Hazard to the Public
 - D) Award Bid for Front Demolition of Columbia Club (Approve/Deny/Table)
 - E) Award Bid for 2022 Paving Works (Approve/Deny/Table)
 - F) 2022 Spring Cleanup for April 25 2022 through April 29, 2022 (Approve/Deny/Table)
 - G) 2022-9 Ordinance: Amendment to Weston City Code Providing for a Planning Commission (Approve/Deny/Table)
 - H) 2022-10 Ordinance: Creating Position of Community Development Director/Assistant Finance Director (First Reading) (Approve/Deny/Table)
 - I) Discussion of Draft FY23 Budget
 - J) Executive Session to Discuss Acquisition of Property

12) Reports of City Council

13) Adjourn

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 at least fifteen (15) minutes before meeting.
- Agenda items may require an executive session motioned per WV Code 6-9A-4.
- All votes are unanimous unless otherwise stated.



Weston City Council
Minutes

Lewis County Courthouse
117 Center Avenue
February 7, 2022
6:00 p.m.

Present: Mayor Kim Harrison-Edwards, Councilpersons; Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis, City Manager Nate Stansberry, City Clerk Judy Piercy, Chief Josh Thomas, Building/Code/Zoning Mike Starett and Sanitary Director Dee Evans.

Call to Order/Moment of Silence: Mayor Harrison-Edwards called the meeting to order at 6:00 p.m.

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

Approval of Minutes: Councilwoman Gump made a motion seconded by Councilwoman Rogers to **approve** the minutes of 1-3-2022 (Work Session), 1-3-2022 (Regular Session), 1-20-2022 (Special Session), and 02-02-2022 (Special Session). **Motion carried.**

Visitors Section (5 Minute Time Limit):

Public Comments:

Betty Brooks informed council the alley way beside her house allows water into her basement. Also, the signs that states no large trucks some are missing, and the trucks are tearing into her bankside when turning. Betty explained that her road has not ben taken care of and has large gaps in it and water is standing underneath, cracking the road.

Dr. John Williams spoke about his views on sovereign citizenry and provided a handout of references if council would like to read in more detail.

Presentation: No presentations.

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

A. Reports

- i) Weston Cemetery Board
 - Next Meeting – Monday, February 14, 2022 at 9:00 a.m. at the Municipal Building.
- ii) Historic Landmarks Commission
 - Next Meeting – Thursday, March 10, 2022 at 5:00 p.m. at the Municipal Building.
- iii) Weston Planning Commission
 - Next Meeting – Wednesday May 11, 2022 at 4:30 p.m. at the Municipal Building
- iv) Boards of Parks and Recreation
 - Next Meeting – Friday, March 18, 2022 p.m. at 2:00 p.m. at the Municipal Building.

- v) Lewis County EDA Authority
 - Next Meeting – Wednesday, March 23, 2022 at 5:00 p.m. at 110 Center Avenue, 2nd Floor.
- vi) Board of Zoning Appeals
 - Next Meeting – Tuesday, March 8, 2022 at 6:00 p.m. at the Municipal Building.
- vii) Codes of Appeals Board
 - Next Meeting – Thursday, March 17, 2022 at 6:00 p.m. at the Municipal Building.
- viii) Outside Agencies
 - Neighborhood Watch – Next Meeting – Wednesday, March 2, 2022 at 6:00 p.m. at the Court House.

Known Vacancies to be Filled:

- Board of Zoning Appeals – 2 open positions, plus an alternate (3 total)

Sanitary Board Director Report: Weston Sanitary Board Director Dee Evans informed council of the project update with landowner. Steptoe & Johnson responded back to landowner explaining the final options. Ads for Phase I sludge removal and blower will run in the paper on February 9, and February 16, 2022, with a mandatory pre-bid meeting on Thursday, February 24, 2022. The bids will be opened on Thursday, March 10, 2022. Dee stated the ads for the engineering services for Phase II project will run on February 2, and February 16, 2022.

Department Reports:

Finance Report/Suttle & Stalnaker CPA Monthly Report: City Manager Stansberry provided council with the Balance Sheet Previous Year Comparison 1-31-2022, Profit & Loss Budget vs Actual January 2022, Profit & Loss Budget Performance January 2022, Balance Sheet of January 1, 2022, and Transaction Detail by Account for council to compare. City Manager Stansberry provided council with an update at the Special Session meeting on Wednesday, February 02, 2022 and stated nothing has changed in the budget. The revenue is up, and the sales tax was \$160,000, with any extra money we have we could pave another street.

Street Department Report: Report in packet.

Police Department Report: Report in packet.

Fire Department Report: Report in packet.

Building/Code/Zoning Report: Report in packet

City Attorney Report: No report.

City Clerk Report: Report in packet.

City Manager Report: Report in packet. City Manager Stansberry informed council that the trash bins will be moved to Mountain State Waste on February 9, 2021.

Councilwoman Gump made a motion seconded by Councilman Bohan to accept all department reports.
Motion carried.

Old Business:

2022-1 Ordinance Authorizing the Sale/Transfer of City Related to WV Department of Transportation, Division of Highways Bridge Project, State Project No. S321-N 16/70 - 0 .02 00 (Second Reading)

(Approve/Deny/Table): Councilman Curtis made a motion seconded by Councilman Bohan to **approve** the second reading of the 2022-1 Ordinance authorizing the sale/transfer of City related to WV Department of Transportation, Division of Highways Bridge Project, State Project No. S321-N 16/70 – 0 .02 00. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

City Clerk Judy Piercy read the 2022-1 Ordinance authorizing the sale/transfer of city related to WV Department of Transportation, Division of Highways Bridge Project, State Project No. S321-N 16/70 – 0 .02 00 second reading by title only.

Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the second reading of 2022-1 Ordinance authorizing the sale/transfer of city related to WV Department of Transportation, Division of Highways Bridge Project, State Project No. S321-N 16/70 -0 .02 00 by title only. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.** The first reading by title only of 2022-1 Ordinance authorizing the sale/transfer of city related to WV Department of Transportation, Division of Highways Bridge Project, State Project No. S321-N 16/70 – 0 .02 00 was read on January 3, 2022. The approval of the second reading enacts the 2022-1 Ordinance authorizing the sale/transfer of city related to WV Department of Highways Bridge Project, State Project No. S321-N 16/70 – 0.02 00 as of February 7, 2022.

2022-03 Ordinance to Acquire 241 S. Main (Second Reading) (Approve/Deny/Table): Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the second reading on the 2022-03 Ordinance to acquire 241 S. Main. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

City Clerk Judy Piercy read the 2022-03 Ordinance to acquire 241 S. Main second reading by title only.

Councilwoman Rogers made a motion seconded by Councilwoman Gump to **approve** the second reading of the 2022-03 Ordinance to acquire 241 S. Main by title only. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump, Councilman Curtis yea). Motion carried.** The first reading by title only of the 2022-03 Ordinance to acquire 241 S. Main was read on January 20, 2022. The approval of the second reading enacts the 2022-03 Ordinance to acquire 241 S. Main as of February 7, 2022.

2022-4 Ordinance to Acquire 251 S. Main (Second Reading) (Approve/Deny/Table): Councilman Curtis made a motion seconded by Councilwoman Gump to **approve** the second reading of 2022-4 Ordinance to acquire 251 S. Main by title only. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

City Clerk Judy Piercy read the 2022-4 Ordinance to acquire 251 S. Main second reading by title only.

Councilwoman Gump made a motion seconded by Councilwoman Rogers to **approve** the second reading of the 2022-4 Ordinance to acquire 251 S. Main by title only. **(Roll call by votes, Councilwoman Rogers, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.** The first reading by title only of 2022-4 Ordinance to acquire 251 S. Main was read on January 20, 2022. The approval of the second reading enacts the 2022-4 Ordinance to acquire 251 S. Main as of February 7, 2022.

2022-5 Ordinance to Acquire Easement for 4th Street Traffic Control (First Reading)

(Approve/Deny/Table): City Manager Stansberry explained to council that the easement with the property owner, the agreement has not been reached. City Manager Stansberry requested to **table** the 2022-5 Ordinance to acquire easement for 4th Street Traffic Control indefinitely. Councilwoman Gump made a motion seconded by Councilwoman Rogers to **table** the 2022-5 Ordinance to acquire easement for 4th street traffic control indefinitely. **Motion carried.**

Department Organizational Restructure (Approve/Deny/Table): City Manager Stansberry explained that Street Foreman Tyler Strader would like to step down from his current responsibilities and put Mike Starett as Street Commissioner at \$38,000. Andy Darby will step into Building/Code/Zoning Enforcement Officer at \$36,000 as a full-time position. The Assistant Building Inspector will be open. City Manager Stansberry informed council that the full time position at the street department was filled with Caden Oldaker at \$11.90 per hour. Councilwoman Rogers made a motion to **approve** Mike Starett as Street Commissioner at \$40,000, Andy Darby as Building/Code/Zoning Enforcement Officer at \$36,000 and Caden Oldaker full time at the street department at \$11.90 per hour. Councilwoman Gump seconded the motion. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

New Business:

Appoint Susie Johnson as Finance Director (Approve/Deny/Table): City Manager Stansberry requested to have Susie Johnson appointed as Finance Director at \$45,000, an exempt employee. Councilwoman Gump made a motion seconded by Councilman Curtis to **approve** Susie Johnson as Finance Director at \$45,000. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

West Fork Conservation Polk Creek Watershed Dams and Channel (Cost Share Agreement) \$4400.

Fiscal Year 2022 (Approve/Deny/Table): Councilwoman Rogers made a motion seconded by Councilwoman Gump to **approve** the West Fork Conservation Polk Creek Watershed Dams and Channel (Cost Share Agreement) \$4400. Fiscal Year 2022. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

2022-6 Ordinance Update Vacant Structure and Vacant Property Ordinance (First Reading)

(Approve/Deny/Table): Councilwoman Rogers made a motion seconded by Councilman Bohan to **table** the 2022-6 Ordinance Update Vacant Structure and Vacant Property Ordinance for language review and pricing structure. **Motion carried.**

2022-7 Ordinance Denial and/or Updated On-Site Citations Ordinance (First Reading)

(Approve/Deny/Table): Councilman Curtis made a motion seconded by Councilman Bohan to **table** the 2022-7 Ordinance Denial and/or Updated On-Site Citations Ordinance for language review and clarification. **Motion carried.**

2022-8 Ordinance: Denial and/or Revocation of Licenses and Permits (First Reading)

(Approve/Deny/Table): Councilman Curtis made a motion seconded by Councilman Bohan to **approve** the first reading of the 2022-08 Ordinance Denial and/or Revocation of Licenses and Permits by title only. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

City Clerk Judy Piercy read the 2022-08 Ordinance Denial and /or Revocation of Licenses and Permits first reading by title only.

Councilwoman Gump made a motion seconded by Councilman Bohan to **approve** the first reading of the 2022-08 ordinance denial and /or revocation of licenses and permits by title only. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea).**

Columbia Club Front Demolition Works (Approve/Deny/Table): City Manager Stansberry stated that the estimate for the front demolition of the Columbia Club needs revised and requested to table the Columbia Club front demolition work. Councilwoman Rogers made a motion seconded by Councilwoman Gump to **table** the Columbia Club front demolition work. **Motion carried.**

Reports of City Council:

Mayor Kim Harrison-Edwards: Mayor Harrison-Edwards thanked everyone for attending and being patient during the lengthy meeting.

Councilwoman Rogers – Ward I: Councilwoman Rogers encourages everyone to attend all the city boards and commission meetings. Councilwoman Rogers encourages the community to attend the ARPA public meeting February 23, 2022 at 6:00 p.m. at the Masonic Temple. Councilwoman Rogers thanked the city team, and we are moving into the right direction.

Councilman Bohan – Ward II: Councilman Bohan stated that community involvement is important. Things you see happen should be questioned and, it is time we step up and do things ourselves.

Councilwoman Gump – Ward III: Councilwoman Gump also expressed that community involvement is so important. Councilwoman Gump reminded everyone the Chocolate Festival will be February 12, 2022 at the glass museum from 1:00 p.m. to 3:00 p.m. and to attend the ARPA public meeting on February 23, 2022 at 6:00 p.m. at the Masonic Temple. Councilwoman Gump encouraged anyone going thru a crisis to reach out for help. We have people that will listen, talk to you, please seek help.

Councilman Curtis – Ward IV: Councilman Curtis also reminded everyone to attend the ARPA public meeting at the Masonic Temple on February 23, 2022 at 6:00 p.m. Councilman Curtis expressed that over the last couple years he has been on council he has seen committees as a rebirth with all good people putting a lot of time and effort. We have people in the community helping to write grants, our City Manager and City Attorney putting in countless hours preparing ordinances. When you see us



sitting up here debating back and forth and tabling items on the agenda it is to create better preparation making sure we have everything in line.

Adjournment: Councilman Curtis made a motion seconded by Councilwoman Gump to adjourn at 8:05 p.m.

Attest

Mayor, Kim Harrison-Edwards

City Clerk, Judy Piercy



Weston City Council
Special Session
Tuesday, February 22, 2022
Minutes

Present: Mayor Kim Harrison-Edwards, Councilpersons, Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis. City Manager Nate Stansberry, City Attorney Brian Bailey, City Clerk Judy Piercy, Finance Director Susie Johnston, Chief Josh Thomas, Street Commissioner Mike Starett, Building/Code Enforcement Officer Andy Darby.

Call to Order: Mayor Harrison-Edwards called the meeting to order at 4:32 p.m.

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

Public Comment: No comments.

Old Business:

2022 -06: Vacant Structure Ordinance (Approve/Deny/Table): City Manager Stansberry informed council that we have been working on this ordinance making sure it follows state code and how we want to implement the ordinance. City Attorney Bailey provided council with a copy of the ordinance to add or make changes. City Attorney Bailey went over the pricing of registering a vacant structure and added we are hoping the property owner will register it on their own, but the city will be able to register if they do not. Councilman Curtis informed council that the property owner should be held accountable for their property, and it does cause a safety issue for being vacant. Building/Code Enforcement Officer Darby stated with the registration fee that will help the city pay for boarding up windows and doors to keep people out.

Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the first reading on the 2022-06: Vacant Structure Ordinance. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis).** Motion carried.

City Clerk Judy Piercy read the 2022-06: Vacant Structure Ordinance first reading by title only.

Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the first reading of 2022-06: Vacant Structure Ordinance first reading by title only. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea).** Motion carried.

ARPA Public Meeting Discussion: Mayor Harrison-Edwards informed council that the intention is a meeting of receiving ideas and suggestions, not a debate. Mayor Harrison-Edwards will go over the ARPA funding guidelines and the amount received and the amount we have spent so far. Mayor Harrison will provide the public with the council's suggestions and ideas along with the constituents for their wards, and this will help us gather information. Mayor Harrison-Edwards would like to post on the web page if the public would like to ask questions.

New Business:

Purchase of Used Truck Street Department (Approve/Deny/Table): Street Commissioner Mike Starett provided pictures of the used truck and went over the list of maintenance that had been done on the vehicle. Councilwoman Rogers made a motion seconded by Councilman Bohan to **approve** the purchase of the 2008 Ford F250 in the amount of \$10,000. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

Columbia Club Front Demolition Quote (Approve/Deny/Table): City Manager Stansberry requested that the Columbia Club Front Demolition to be **tabled** at this time. A demolition quote has been received and still looking to see if his license allows him to do the job. Councilwoman Rogers made a motion seconded by Councilwoman Gump to **table** the Columbia Club Front Demolition Quote. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump, yea, Councilman Curtis yea). Motion carried.**

FY2022 Mowing Bid Award (Approve/Deny/Table): Building/Code Enforcement Officer Andy Darby provided council with bid sheets for the Machpelah Cemetery for \$800 and the Arnold Cemetery for \$300 with bid recommendation to go to Eagles Construction and Lawn Care. The mowing of City Lots and Non-compliant Lots and Private Lots are Lively Park at \$45 and Polk Creek Park at \$150, less than ½ acre Private Non-Compliant Lot at \$80, more than ½ acre Private Non-Compliant Lot at \$125 with bid recommendation going to Epps Property Maintenance. The mowing of North Rt 19 Lot at \$50, Riverfront and Riverbank at \$900 initially then \$600, Willow Street Park at \$50 with bid recommendation going to Eagles Construction and Lawn Care. Councilman Curtis made a motion seconded by Councilwoman Gump to **approve Eagles Construction and Lawn Care** for \$1100 for both cemeteries and the mowing of North Rt 19 Lot at \$50, Riverfront and Riverbank at \$900 initially then \$600, Willow Street Park at \$50 and **Epps Property Maintenance** for Lively Park at \$50, Polk Creek Park at \$150, less than ½ acre Private Non-compliant Lot at \$80 and more than ½ acre Private Non-Compliant Lot at \$125. **(Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

Tree Removal Bid Award (Approve/Deny/Table): Building/Code Enforcement Officer Andy Darby provided council with bid sheets for the removal of trees at Arnold Cemetery and a recommendation for splitting the job up. Climbing High Tree Service will be removing Tree 1 - \$1831 and Tree 3 - \$961. The GF Tree Service will be removing Tree 2 - \$600 and Tree 4 - \$2400. Councilwoman Gump made a motion seconded by Councilwoman Rogers to **approve** the Climbing High Tree Service for Tree 1 at \$1831 and Tree 2 at \$961. **Roll call of votes, Councilwoman Rogers yea, Councilman Bohan yea, Councilwoman Gump yea, Councilman Curtis yea). Motion carried.**

Personnel Discussion (Finance and Police): City Manager Stansberry requested to go to executive session for personnel discussion. Councilwoman Gump made a motion seconded by Councilman Bohan to **enter** executive session at 5:55 p.m. **Motion carried.** Councilwoman Gump made a motion Councilwoman Rogers to **exit** executive session at 6:34 p.m. **Motion carried.**

City Manager Update:

City Manager Stansberry informed council he is working on trying to have a draft budget from each department head for the regular session meeting on March 7, 2022. If council is satisfied with the budget at regular session potentially approve, if not then, we will schedule a special session in March to finalize. Councilman Curtis ask if the department heads will have a copy of the budget to see where they are always when making purchases. City Manager stated to Councilman Curtis that was his goal for the department heads.

City Manager Stansberry stated the paving bids are advertised in the Democrat for paving streets.

City Manager Stansberry informed council that he will be having a meeting with the property owner on Mid Avenue slip to obtain an easement agreement and the goal is to have that project completed by June 30, 2022

City Manager Stansberry stated an extension was given to the auditors do to covid issues and the extension will be until June 30, 2022, and Stuttle and Stalnaker was okay with the extension. This will give them more time to prepare documents.

City Manager Stansberry will be looking into a possible parking issue with the Street Department on Center and Willow. The property complex owner is not happy with the parking situation in from of the complex, a possible modification to 2-hour parking may be needed.

City Manager Stansberry discussed the 4th Street Bridge over Polk Creek letting council know construction could start in two weeks. They will be putting up detour signs and City Attorney Bailey worked with Mr. Pope on the emergency ease agreement, and it is completed.

City Manager gave an update on the Haleville project letting council know City Attorney Bailey submitted the Ordinance and the meeting minutes along with the signed deed to the DOH.

Adjournment:

Councilman Curtis made a motion seconded by Councilman Bohan to **adjourn** at 6:49 p.m. **Motion carried.**

Attest

Mayor, Kim Harrison – Edwards

City Clerk, Judy Piercy

Definitions of Traditional Basic Life Insurance

Term - Term life insurance (also called pure life insurance) is a type of life insurance policy that lasts for a set number of years, or term. If you die before the term is over, the insurance company will pay the death benefit. If you die *after* the term is over, the insurance company doesn't pay.

Universal Life - Universal life insurance is a type of life insurance policy that can last up to age 100. Important to understand the internal cost since its longevity is based on its cash value. If the value is insufficient then insured could be required to pay more premium to prevent policy from lapsing. Some risk to insured especially if money is borrowed from policy.

Whole Life - Whole life insurance is a type of permanent life insurance contract that covers the insured individual — usually the policy owner — until they die or reach 100 years of age, whichever occurs first. Whole life insurance premiums never increase as a condition of continued coverage.

Information Below Obtained From PEIA'S 2022 Shopper Guide

	\$10,000		\$10,000		
	Tobacco Free		Tobacco Use		
Age 60	\$	9.60	\$	15.00	Monthly Premium
Age 65	\$	10.92	\$	15.60	Monthly Premium
Age 70 & over	\$	23.40	\$	34.40	Monthly Premium

Special Notes:

PEIA Coverage Reduces: \$6,500 at age 65 for Retired Employees

PEIA Coverage Reduces: \$5,000 at age 70 for Retired Employees

	\$50,000		\$50,000		
	Tobacco Free		Tobacco Use		
Age 60	\$	48.00	\$	75.00	Monthly Premium
Age 65	\$	54.60	\$	78.00	Monthly Premium
Age 70 & over	\$	117.00	\$	172.00	Monthly Premium

Special Notes:

PEIA Coverage Reduces: \$32,500 at age 65 for Retired Employees

PEIA Coverage Reduces: \$25,000 at age 70 for Retired Employees

	\$150,000		\$150,000		
	Tobacco Free		Tobacco Use		
Age 60	\$	144.00	\$	225.00	Monthly Premium
Age 65	\$	163.80	\$	234.00	Monthly Premium
Age 70 & over	\$	351.00	\$	516.00	Monthly Premium

Special Notes:

PEIA Coverage Reduces: \$97,500 at age 65 for Retired Employees

PEIA Coverage Reduces: \$75,000 at age 70 for Retired Employees

Employee Payroll Deduction

Guaranteed Life Insurance Program

1. Life Insurance Program: (Must have 15 eligible individuals but no requirement for participation)

Eligible for coverage: **Council members**, employees, spouses (must be working 20 hours a week), and children.

- Guaranteed Issue/No Medical exams
- Ages 18 – 50 \$100,000 (Council Members and Employees)
- Ages 51 – 60 \$ 75,000
- Ages 61 – 70 \$ 25,000

- Ages 18 – 60 Spouse Guarantee (Up to \$25,000 if employee purchases coverage)

- Ages 15 days to 25 Children Guarantee (Up to \$10,000 if full-time student, unmarried and not in the military)

2. Key features of program!

- A. **Smokeless tobacco users** are considered as non- smoking.
- B. NO EXAMS or Underwriting
- C. Guaranteed Issue
- D. Premiums are fixed for life for whole life and mature at age 100.
- E. Policy is portable if employee leaves employment
- F. A+ rated insurance carrier

Nate Stansberry

From: Steve Haning <Steve.Haning@assuredpartners.com> on behalf of Steve Haning
Sent: Thursday, February 3, 2022 10:44 AM
To: nstansberry@cityofwestonwv.com
Subject: meeting

Nate, this is Steve Haning of Assured Partners can I get on the agenda for a council meeting and discuss a benefit that the council is eligible along with employees.

Due to Covid the response has been very receptive.

Thanks for you consideration.

Coverage Note: Any e-mail received to add, delete, change coverage or locations or in any other way materially alter your insurance policy, will not be considered binding. You must have verbal or written response from us in order for changes to be accepted. Coverage outlines used on this email are only visuals to a basic understanding of coverages. If there is any conflict between the coverage statements and the actual insurance policy, the policy provisions will prevail. Confidentiality Notice: The information included in this e-mail, including any attachments, is for the sole use of the intended recipient and may contain information that is confidential. Any unauthorized review, use, disclosure, distribution or similar action is prohibited. If you are not the intended recipient, please contact the sender and delete all copies of the original message immediately.



CITY OF
WESTON
West Virginia

CITY OF WESTON BOARDS/COMMISSIONS
APPLICATION

Name: Junior W. Kelley
 Address: 360 Mid Avenue (or
P.O. Box 742) Weston, WV 26452
 Telephone: (Home) 304-517-6943 (Cell) wife - (304) 884-5422

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 attachment - ALSO lived in Miami Fla. Belle Glades Florida - New York city - Drove Semi Coast to Coast.
U.S. Marine's early 70's - Joined US ARMY in 80's 119th engineers.
Hands on training with BRIDGE AND INSPECTION ADVANCED COMBAT TRAINING
Was also in 58th ARMY FOR AIR FIELD CONSTRUCTION AND SECURITY.
Paris Island. Fort Leonard Wood Mo. Fort Gordon - Fort Benning - Intelligence and Communications

Junior W. Kelley

2-14-2022

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.



CITY OF WESTON BOARDS/COMMISSIONS

APPLICATION

Name: Shirley Shaffer
Address: 309 Mid Ave
Weston WV 26452
Telephone: (Home) _____ (Cell) 3044763951

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:

I have worked for DOH for the
past 14 years as an office
assistant and a secretary.
I also worked at United Bank for 16 yrs

Shirley Shaffer _____
Signature Date 2-10-22

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

WESTON SANITARY BOARD

171 MAIN AVENUE

WESTON, WV 26452 (304)269-1300

MONTHLY REPORT

March 7, 2022

PROJECT UPDATE

- Mandatory Pre-Bid Meeting for Phase I Sludge Removal was held Thursday February 24
- Bid-Opening Thursday March 10.

PHASE II PROJECT UPDATE

- Proposals for Engineering Services for this Project were received thru February 18.
- Short list being prepared by selection committee. Interviews to begin next week.

PLANT REPORT

- Continue to meet several new Engineering Firms to discuss Specifics about Phase II Sludge Removal Project
- Continue to speak with several contractors about Phase I Sludge Removal Project
- Met for Mandatory Pre-Bid for Phase I Sludge Removal
- Weekly UV and Filter Cleaning & Maintenance
- Continue Program with WVU on Covid Testing/Plant Influent
- Safety Training with Assured Partners
- Discussions with Region VII regarding Sludge Removal Project Phase II—Procurement and Funding
- Cleaning and Maintenance on Screens, buildings, filter membranes, UV, chlorine building and garages.
- Sample deliveries every day.

COLLECTION

- Several Miss Utility Mark Outs
- Assisted City Street Department by Jetting culverts and helping find drains.
- Met with Company tearing down houses regarding how to abandon sewer lines.

PUMPS

- Malfunction of an oil filled cannister (capacitor). It exploded in the electrical panel at Jordanville Station. Adam replaced/repaired.
- Assisted Precision Pump repair valve at Station 5. Other valves failed and we utilized Vac Truck to suck out pit and clean up everything to stop flow.
- Precision Pump assisted with repairing rails in confined space at Stockyard Station.
- Pulled new pumps at Weston Manor Station 3 times. Called their maintenance about wipes and plastics. They sent out notice to everyone in the building.

JET CALLS

- ☞ 31 Jet Calls

DIRECTOR/OFFICE

- ☞ Discussions with Region VII regarding Phase II of Sludge Removal
- ☞ Attended Mandatory Pre-Bid Meeting for Phase I Sludge Removal
- ☞ Discussions with Thrasher Engineering on outstanding issues with residents on BVTSCC Project
- ☞ Discussions with WVU and Engineering firm regarding new water and sewer lines
- ☞ Safety Training with Assured Partners
- ☞ Discussions with Insurance Representatives on New Liability Policy
- ☞ Sent out 616 Past Due/Termination Letters
- ☞ Negotiating with customers for Deferred Payment Arrangements
- ☞ Weekly Department Head Meetings with City Manager
- ☞ Monthly Adjustments
- ☞ A/P, Payroll, Reporting
- ☞ Working with State Auditor's Office on 2019 & 2020 Audits
- ☞ Daily/Weekly conversations with Engineers/Special Council regarding project
- ☞ Working with customers to obtain assistance from Mountaineer Rental for past due WSB Bills
- ☞ Met with several customers regarding issues at their residence and worked on solutions for them.
- ☞ Spoke with County Commission and Region about future project that we can and will be involved in.
- ☞ Working on updating Employee Handbook
- ☞ Working on Employee Evaluations
- ☞ Working on Budget with Accountant



Dee Evans, Director

February Report 2022

Street Department

- **Installed sign posts at the Senior Citizen Center paid for by the Senior Citizen Center**
- **Plowed and salted for slick road conditions (a large amount of overtime was needed in order to keep up with road conditions around the clock)**
- **Maintenance and repair on salt spreaders and plows**
- **Purchased a new plate compactor**
- **Milled and swept holes using the skid steer, milling machine, and sweeper attachment at the 4th and Main Avenue intersection, Court Avenue between 4th Street and 6th Street, intersection of Mound Avenue and W 2nd Street, and the alley between the City Building and Brent and Bryans**
- **Cold patched potholes within the locations mentioned above (2 pallets- 112 bags of cold patched used)**
- **Cleaned ditches and drains along Spring, George, and Minden Street**
- **Cut back brush along Spring, George, and Minden Street**
- **Cleaned ditch along Upper Walnut in Haleville**
- **Delivered a podium to the Masonic Temple**
- **Mapped and documented drainage basins along Harrison Avenue, McGary Avenue, Bannister Street, Loftus Street, and Brown Avenue**
- **Purchased a new pick-up truck to add to the fleet**
- **Had the older dump truck repaired at Fox Run Auto Diesel**
- **Had the bucket truck repaired at Fox Run Auto Diesel**
- **Loaded up metal from the metal pile at the shop to turn into Jerry's Salvage Yard**
- **Re-installed stop signs within 12th Street and Mid Avenue**
- **Weekly Trash Duty**
- **The Sewer Department assisted us by jetting out a drain for us on Minden Street with their Jet Truck**
- **Benched the ditch along Minden Street and installed 6-inch Schedule 40 French Drain Pipe and filled in with 3-inch rock to allow for safer traveling during the bridge construction on 4th Street**

CITY OF WESTON
Balance Sheet Prev Year Comparison
As of February 28, 2022

Corrected

	Feb 28, 22	Feb 28, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
101-10 · COAL SEVERANCE 01521008409	0.00	16,799.97	-16,799.97	-100.0%
101.1 · GENERAL FUNDS 01521008454	1,246,066.91	1,060,497.52	185,569.39	17.5%
101.2 · PAYROLL ACCOUNT 01521008506	-36,071.85	-33,151.75	-2,920.10	-8.8%
101.3 · RAINY DAY FUND 01521224364	995.16	995.16	0.00	0.0%
101.35 · ARPA Funding Account	1,354.54	0.00	1,354.54	100.0%
101.4 · POLICE EQUIPMENT 01521101076	495.88	495.88	0.00	0.0%
101.75 · POLICE K-9 FUND 01221260149	358.70	358.70	0.00	0.0%
101.8 · OFF SET PROGRAM 01521118823	500.01	500.01	0.00	0.0%
Total Checking/Savings	1,213,699.35	1,046,495.49	167,203.86	16.0%
Accounts Receivable				
ACCIDENT & INCIDENT REPORTS	-98.33	-98.33	0.00	0.0%
ANIMAL TAX	-399.60	-399.60	0.00	0.0%
B & O TAXES				
B & O CURRENT ACCOUNTS	-0.01	-0.01	0.00	0.0%
B & O DELINQUENT ACCOUNTS	-18.00	-18.00	0.00	0.0%
B & O TAXES - Other	-170,699.12	-162,846.64	-7,852.48	-4.8%
Total B & O TAXES	-170,717.13	-162,864.65	-7,852.48	-4.8%
BANK DEPOSIT CORRECTIONS	-925.00	-925.00	0.00	0.0%
BUSINESS LICENSE.	-3,280.28	-3,168.04	-112.24	-3.5%
CERTIFIEDS	-6.11	-6.11	0.00	0.0%
EXCISE TAX	-11,600.72	-5,590.28	-6,010.44	-107.5%
FINES, FEES & COURT COST	5,171.27	5,171.27	0.00	0.0%
Fire Dept MVA Response	-100.00	-100.00	0.00	0.0%
IRP FEE FOR INTERSTATE TRUCKS	-9,972.17	-9,972.17	0.00	0.0%
MISCELLANEOUS	-70.00	-70.00	0.00	0.0%
MISCELLANEOUS PERMITS	-5.50	-5.50	0.00	0.0%
MUNICIPAL FEES	-26,107.90	-25,840.90	-267.00	-1.0%
PAID PARKING	-4,329.36	-4,329.36	0.00	0.0%
PARKING VIOLATIONS.	-160.00	-160.00	0.00	0.0%
PENALTY/LATE FEE PERMITS	1,816.36	1,816.36	0.00	0.0%
PERMITS	-261.00	-261.00	0.00	0.0%
PROPERTY TAXES	-29,259.05	-29,259.05	0.00	0.0%
REIMBURSEMENTS.	-1,743.88	-3,672.21	1,928.33	52.5%
Rental Inspection	-300.00	-300.00	0.00	0.0%
STATE GRANTS	-2,700.00	-2,700.00	0.00	0.0%
Use Tax Receivable	-140,531.89	-140,531.89	0.00	0.0%
UTILITY TAX	-1,572.87	-0.87	-1,572.00	-180,689.7%
WVTREASURY LVL CREDIT	-2,969.90	-2,969.90	0.00	0.0%

CITY OF WESTON

Balance Sheet Prev Year Comparison

As of February 28, 2022

	Feb 28, 22	Feb 28, 21	\$ Change	% Change
Total Accounts Receivable	-400,123.06	-386,237.23	-13,885.83	-3.6%
Other Current Assets				
DUE FROM - FIRE PENSION	42,373.43	38,074.25	4,299.18	11.3%
DUE FROM - POLICE PENSION	27,881.56	29,291.52	-1,409.96	-4.8%
Firement Pension Account	6,463.03	6,463.03	0.00	0.0%
Policeman Pension Fund	-3,160.48	-3,160.48	0.00	0.0%
106 - PETTY CASH FUND	247.00	247.00	0.00	0.0%
12000 - UNDEPOSITED FUNDS	117,206.47	110,804.37	6,402.10	5.8%
Total Other Current Assets	191,011.01	181,719.69	9,291.32	5.1%
Total Current Assets	1,004,587.30	841,977.95	162,609.35	19.3%
Fixed Assets				
131-1 - BUILDING-CITY HALL	225.00	225.00	0.00	0.0%
133.3 - CITY HALL - EQUIPMENT	1,435.18	1,435.18	0.00	0.0%
Total Fixed Assets	1,660.18	1,660.18	0.00	0.0%
TOTAL ASSETS	1,006,247.48	843,638.13	162,609.35	19.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
201 - ACCOUNTS PAYABLE	90,116.39	90,116.39	800.00	0.9%
221 - FICA TAXES PAYABLE	-29,464.31	-29,464.31	0.00	0.0%
223 - STATE TAXES W/H PAYABLE	1,388.00	1,388.00	0.00	0.0%
224 - CPRB EMPLOYEE W/H	-5,439.16	-5,439.16	0.00	0.0%
225 - PEIA Insurance w/h	-60,906.16	-60,906.16	0.00	0.0%
227 - GARNISHMENTS W/H	-428.52	-428.52	0.00	0.0%
228 - UNEMPLOYMENT COMP PAYABLE	1,691.66	1,691.66	0.00	0.0%
229 - WORKERS COMP PAYABLE	330.62	330.62	0.00	0.0%
Total Accounts Payable	-1,911.48	-2,711.48	800.00	29.5%
Credit Cards				
Fifth Third Bank Purchasing Car	-59,969.46	-54,195.52	-5,773.94	-10.7%
Total Credit Cards	-59,969.46	-54,195.52	-5,773.94	-10.7%
Other Current Liabilities				
221.2 - 941 Payroll W/H Liability	-148.11	-148.11	0.00	0.0%
224.1 - FIREMEN PENSION W/H	6,704.07	11,822.05	-5,117.98	-43.3%
224.2 - POLICE PENSION E/H	-3,262.16	12,316.48	-15,578.64	-126.5%
224.3 - CPRS RETIREMENT W/H	12,186.97	4,418.72	7,768.25	175.8%
225.1 - PEIA W/H	-80,519.95	-102,080.91	21,560.96	21.1%
239 - DEFERRED REVENUES	1,449.00	1,449.00	0.00	0.0%
250 - PAYROLL DEDUCTIONS				

CITY OF WESTON
Balance Sheet Prev Year Comparison
As of February 28, 2022

	Feb 28, 22	Feb 28, 21	\$ Change	% Change
225.2 · Optional Life Insurance W/H	-2,644.82	-3,557.95	913.13	25.7%
225.3 · Dependent Life Insurance	283.86	154.49	129.37	83.7%
225.4 · Supplemental Insurance	15,624.53	6,316.44	9,308.09	147.4%
227.2 · Municipal Fee-Employee w/h	737.50	737.50	0.00	0.0%
Total 250 · PAYROLL DEDUCTIONS	14,001.07	3,650.48	10,350.59	283.5%
260 · Employee Reimbursement Payable	-35.00	0.00	-35.00	-100.0%
Total Other Current Liabilities	-49,624.11	-68,572.29	18,948.18	27.6%
Total Current Liabilities	-111,505.05	-125,479.29	13,974.24	11.1%
Total Liabilities	-111,505.05	-125,479.29	13,974.24	11.1%
Equity				
30000 · Opening Balance Equity	8.29	8.29	0.00	0.0%
10 · coal severance fund	67,018.89	85,603.05	-18,584.16	-21.7%
30000 · Opening Balance Equity - Other				
Total 30000 · Opening Balance Equity	67,027.18	85,611.34	-18,584.16	-21.7%
32000 · Unrestricted Net Assets	874,844.13	414,502.44	460,341.69	111.1%
Net Income	175,881.22	469,003.64	-293,122.42	-62.5%
Total Equity	1,117,752.53	969,117.42	148,635.11	15.3%
TOTAL LIABILITIES & EQUITY	1,006,247.48	843,638.13	162,609.35	19.3%

CITY OF WESTON
Balance Sheet
As of February 28, 2022

correct one

	Feb 28, 22
ASSETS	
Current Assets	
Checking/Savings	
101.1 · GENERAL FUNDS 01521008454	1,246,066.91
101.2 · PAYROLL ACCOUNT 01521008506	-36,071.85
101.3 · RAINY DAY FUND 01521224364	995.16
101.35 · ARPA Funding Account	1,354.54
101.4 · POLICE EQUIPMENT 01521101076	495.88
101.75 · POLICE K-9 FUND 01221260149	358.70
101.8 · OFF SET PROGRAM 01521118823	500.01
Total Checking/Savings	1,213,699.35
Accounts Receivable	
ACCIDENT & INCIDENT REPORTS	-98.33
ANIMAL TAX	-399.60
B & O TAXES	
B & O CURRENT ACCOUNTS	-0.01
B & O DELINQUENT ACCOUNTS	-18.00
B & O TAXES - Other	-170,699.12
Total B & O TAXES	-170,717.13
BANK DEPOSIT CORRECTIONS	-925.00
BUSINESS LICENSE.	-3,280.28
CERTIFIEDS	-6.11
EXCISE TAX	-11,600.72
FINES, FEES & COURT COST	5,171.27
Fire Dept MVA Response	-100.00
IRP FEE FOR INTERSTATE TRUCKS	-9,972.17
MISCELLANEOUS	-70.00
MISCELLANEOUS PERMITS	-5.50
MUNICIPAL FEES	-26,107.90
PAID PARKING	-4,329.36
PARKING VIOLATIONS.	-160.00
PENALTY/LATE FEE	1,816.36
PERMITS	-261.00
PROPERTY TAXES	-29,259.05
REIMBURSEMENTS.	-1,743.88
Rental Inspection	-300.00
STATE GRANTS	-2,700.00
Use Tax Receivable	-140,531.89
UTILITY TAX	-1,572.87
WVTREASURY LVL CREDIT	-2,969.90

**CITY OF WESTON
Balance Sheet
As of February 28, 2022**

	Feb 28, 22
Total Accounts Receivable	-400,123.06
Other Current Assets	
DUE FROM - FIRE PENSION	42,373.43
DUE FROM - POLICE PENSION	27,881.56
Firement Pension Account	6,463.03
Policeman Pension Fund	-3,160.48
106 - PETTY CASH FUND	247.00
12000 - UNDEPOSITED FUNDS	117,206.47
Total Other Current Assets	191,011.01
Total Current Assets	1,004,587.30
Fixed Assets	
131-1 - BUILDING-CITY HALL	225.00
133.3 - CITY HALL - EQUIPMENT	1,435.18
Total Fixed Assets	1,660.18
TOTAL ASSETS	1,006,247.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 - ACCOUNTS PAYABLE	90,916.39
221 - FICA TAXES PAYABLE	-29,464.31
223 - STATE TAXES W/H PAYABLE	1,388.00
224 - CPRB EMPLOYEE W/H	-5,439.16
225 - PEIA Insurance w/h	-60,906.16
227 - GARNISHMENTS W/H	-428.52
228 - UNEMPLOYMENT COMP PAYABLE	1,691.66
229 - WORKERS COMP PAYABLE	330.62
Total Accounts Payable	-1,911.48
Credit Cards	
Fifth Third Bank Purchasing Car	-59,969.46
Total Credit Cards	-59,969.46
Other Current Liabilities	
221.2 - 941 Payroll W/H Liability	-148.11
224.1 - FIREMEN PENSION W/H	6,704.07
224.2 - POLICE PENSION E/H	-3,262.16
224.3 - CPRS RETIREMENT W/H	12,186.97
225.1 - PEIA W/H	-80,519.95
239 - DEFERRED REVENUES	1,449.00
250 - PAYROLL DEDUCTIONS	

CITY OF WESTON
Balance Sheet
 As of February 28, 2022

	Feb 28, 22
225.2 · Optional Life Insurance W/H	-2,644.82
225.3 · Dependent Life Insurance	283.86
225.4 · Supplemental Insurance	15,624.53
227.2 · Municipal Fee-Employee w/h	737.50
Total 250 · PAYROLL DEDUCTIONS	14,001.07
260 · Employee Reimbursement Payable	-35.00
Total Other Current Liabilities	-49,624.11
Total Current Liabilities	-111,505.05
Total Liabilities	-111,505.05
Equity	
30000 · Opening Balance Equity	8.29
10 · coal severance fund	67,018.89
30000 · Opening Balance Equity - Other	
Total 30000 · Opening Balance Equity	67,027.18
32000 · Unrestricted Net Assets	874,844.13
Net Income	175,881.22
Total Equity	1,117,752.53
TOTAL LIABILITIES & EQUITY	1,006,247.48

CITY OF WESTON
Profit & Loss Budget Performance
February 2022

Correct

	Feb 22	Budget	Jul '21 - Feb 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
WV coal severance	0.00	0.00	0.00	0.00	0.00
301.000 · PROPERTY (AD VALOREM) TAXES	11,872.16	33,256.17	278,850.06	266,049.32	399,074.00
302.000 · TAX PENALTIES & INTEREST	1,367.54	416.67	10,665.44	3,333.32	5,000.00
303.000 · GAS & OIL SERVICE TAX	0.00	479.17	7,291.34	3,833.32	5,750.00
304.000 · EXCISE TAX ON UTILITIES	71,694.97	26,666.67	216,914.08	213,333.32	320,000.00
305.000 · B & O TAX	65,361.87	37,500.00	422,970.88	300,000.00	450,000.00
306.000 · WINE & LIQUOR TAX (WLP)	0.00	4,916.67	42,943.33	39,333.32	59,000.00
307.000 · ANIMAL CONTROL TAX	0.00	83.33	893.70	666.68	1,000.00
314.000 · Sales Tax Revenue	0.00	47,916.67	490,166.13	383,333.32	575,000.00
320.000 · FINES, FEES & COURT COSTS	105.00	416.67	349.64	3,333.32	5,000.00
Court	787.00		4,884.00		
320.000 · FINES, FEES & COURT COSTS - Other					
Total 320.000 · FINES, FEES & COURT COSTS	892.00	416.67	5,213.64	3,333.32	5,000.00
321.000 · PARKING VIOLATIONS	0.00	41.67	160.00	333.32	500.00
325.000 · LICENSES	588.75	875.00	13,253.75	7,000.00	10,500.00
326.000 · PERMIT FEES	8,657.17		16,035.52	0.00	0.00
327.000 · MISC. PERMITS	0.00		25.00		
328.000 · FRANCHISE FEES	3,340.81	3,125.00	25,293.59	25,000.00	37,500.00
330.000 · IRP FEES	4,004.27	2,916.67	76,252.76	23,333.32	35,000.00
336.000 · CEMETERY REVENUES	0.00	83.33	0.00	666.68	1,000.00
341.000 · MUNICIPAL SERVICE FEES	8,908.12	23,500.00	287,128.72	188,000.00	282,000.00
342.000 · PARKING METER REVENUES	0.00	83.33	0.00	666.68	1,000.00
343.000 · OFF STREET PARKING	0.00	250.00	2,710.00	2,000.00	3,000.00
344.000 · COLLECTIONS DELINQUENT ACCTS	275.00		322.22	0.00	0.00
DELINQUENT MUNICIPAL	0.00		0.00		
344.000 · COLLECTIONS DELINQUENT ACCTS - Other					
Total 344.000 · COLLECTIONS DELINQUENT ACCTS	275.00		322.22	0.00	0.00
352.000 · FIRE PROTECTION FEE	0.00	833.33	0.00	6,666.68	10,000.00
361.000 · CHARGES FOR SERVICES	0.00		360.00	0.00	0.00
COPIES	0.00		0.00		
361.000 · CHARGES FOR SERVICES - Other					
Total 361.000 · CHARGES FOR SERVICES	0.00		360.00	0.00	0.00
367.000 · Other Grants	0.00		0.00		
367.005 · CARES ACT	0.00		0.00		
367.000 · Other Grants - Other	0.00		507.56	0.00	0.00
Total 367.000 · Other Grants	0.00		507.56	0.00	0.00
376.000 · VIDEO LOTTERY/GAMBLING INCOME					
376.001 · GREENBRIER DISTRIBUTION INCOME	27.62		274.99		
376.002 · TABLE GAMES DISTRIBUTION INCOME	819.37		7,368.74		
376.000 · VIDEO LOTTERY/GAMBLING INCOME - Other	0.00	625.00	0.00	5,000.00	7,500.00
Total 376.000 · VIDEO LOTTERY/GAMBLING INCOME	846.99	625.00	7,643.73	5,000.00	7,500.00
381.000 · REIMBURSEMENTS					
381.706 · VFD Reimbursements	0.00		10,874.34		
381.000 · REIMBURSEMENTS - Other	17,266.25	8,507.00	42,900.48	68,056.00	102,084.00
Total 381.000 · REIMBURSEMENTS	17,266.25	8,507.00	53,774.82	68,056.00	102,084.00
382.00 · Refunds and Rebates	0.00	125.00	799.80	1,000.00	1,500.00
383.000 · SALE OF FIXED ASSETS	0.00		1,473.00	0.00	0.00
385.000 · ACCIDENT REPORTS/INCIDENT	300.00	166.67	2,850.00	1,333.32	2,000.00
397.000 · Video Lottery (LVL)	1,845.31	1,666.67	15,728.74	13,333.32	20,000.00

CITY OF WESTON
Profit & Loss Budget Performance
February 2022

Cash Basis

	Feb 22	Budget	Jul '21 - Feb 22	YTD Budget	Annual Budget
399.000 · MISCELLANEOUS REVENUE	0.00		110.00		0.00
436.218 · CODE ENFORCEMENT POSTAGE	0.00		-237.84		
978.458 · HEALTH & SANITATION	0.00		-18,209.90		
Total Income	197,191.21	194,450.69	1,961,590.07	1,555,605.24	2,333,408.00
Gross Profit	197,191.21	194,450.69	1,961,590.07	1,555,605.24	2,333,408.00
Expense					
103.0 · Salaries	0.00		0.00		
104.0 · Payroll Taxes	0.00		0.00		
409.103 · MAYOR'S OFFICE OFFICIALS SALARIE	500.00	500.00	4,500.00	4,000.00	6,000.00
409.104 · MAYOR'S OFFICE PAYROLL TAXES	38.25	38.25	344.25	306.00	459.00
410.103 · CITY COUNCIL OFFICIAL'S SALARIES	800.00	800.00	7,200.00	6,400.00	9,600.00
410.104 · CITY COUNCIL PAYROLL TAXES	61.20	61.17	550.79	489.32	734.00
410.341 · CITY COUNCIL MATERIALS & SUPPLY	0.00	41.67	100.00	333.32	500.00
412.103 · CITY MANAGER WAGES	5,000.00	5,416.67	42,700.00	43,333.32	65,000.00
412.104 · CITY MANAGER-PAYROLL TAXES	375.22	414.42	3,203.09	3,315.32	4,973.00
412.105 · CITY MANAGER'S EMP INSURANCE	0.00	0.00	0.00	0.00	0.00
412.106 · CITY MANAGER RETIREMENT EXPENSE	0.00	0.00	0.00	0.00	0.00
412.110 · CITY MANAGER'S WORKERS COMP	0.00	0.00	0.00	0.00	0.00
412.211 · CITY MANAGER TELEPHONE	0.00	0.00	1,008.01	0.00	0.00
412.220 · CITY MANAGER ADV. / LEGAL	0.00	41.67	175.23	333.32	500.00
412.221 · CITY MANAGER TRAINING AND ED	0.00	41.67	135.00	333.32	500.00
412.222 · CITY MANAGER DUES / SUBSCRIP	0.00	41.67	350.00	333.32	500.00
412.341 · CITY MANAGER'S SUPPLIES & MATER	0.00	83.33	181.01	666.68	1,000.00
412.343 · CITY MANAGER FUELS	0.00		80.23		
413.101 · TREASURER OFFICE SALARIES	5,244.98	5,244.98	5,244.98		
413.104 · TREASURER OFFICE-PAYROLL TAXES	385.16	385.16	385.16		
413.237 · TREASURER'S FEES AND TAXES	-22.00		-132.00		
414.103 · FINANCE OFFICE	0.00	10,666.67	41,455.72	85,333.32	128,000.00
414.104 · FINANCE DEPT PAYROLL TAXES	0.00	816.00	3,065.98	6,528.00	9,792.00
414.105 · FINANCE DEPT / INSURANCE	0.00	0.00	0.00	0.00	0.00
414.106 · FINANCE DEPT / RETIREMENT	0.00	0.00	0.00	0.00	0.00
414.110 · FINANCE DEPT / WORKERS COMP	0.00	0.00	0.00	0.00	0.00
414.218 · FINANCE DEPT / POSTAGE	0.00	0.00	0.00	0.00	0.00
414.220 · FINANCE LEGAL FEES AND ADVICE	0.00	250.00	1,099.90	2,000.00	3,000.00
414.221 · FINANCE DEPT / TRAINING AND ED.	0.00	41.67	1,791.27	333.32	500.00
414.223 · FINANCE DEPT. PROF. SERVICES	0.00	20.83	0.00	166.68	250.00
414.224 · FINANCE DEPT. AUDIT SERVICES	0.00	2,000.00	0.00	16,000.00	24,000.00
414.223 · FINANCE DEPT. PROF. SERVICES - Other	7,610.00	3,333.33	47,208.50	26,666.68	40,000.00
Total 414.223 · FINANCE DEPT. PROF. SERVICES	7,610.00	5,333.33	47,208.50	42,666.68	64,000.00
414.230 · FINANCE DEPT CONTRACT SERV	3,286.99	2,563.33	30,762.79	20,666.68	31,000.00
414.237 · FINANCE OTHER FEES & TAXES	0.00		196.70		
414.341 · FINANCE DEPT / SUPPLIES	0.00	83.33	103.69	666.68	1,000.00
415.101 · CITY CLERK'S OFFICE - SALARY	3,000.00	3,250.00	24,679.67	26,000.00	39,000.00
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	226.66	248.67	1,951.19	1,989.32	2,984.00
415.105 · CITY CLERK'S OFFICE-EMP INSURAN	0.00	0.00	0.00	0.00	0.00
415.106 · CITY CLERK'S OFFICE-RETIREMENT	1,105.68	0.00	17,413.01	0.00	0.00
415.110 · CITY CLERK / WORKERS COMP	0.00	0.00	0.00	0.00	0.00
415.218 · CITY CLERK'S POSTAGE	0.00	333.33	497.44	2,666.68	4,000.00
415.220 · CITY CLERK'S ADV/ LEGAL	0.00	83.33	0.00	666.68	1,000.00
415.221 · CITY CLERK'S TRAINING & ED	0.00	83.33	1,219.72	666.68	1,000.00
415.222 · CITY CLERK'S DUES & SUBSCRIPTIO	0.00	83.33	35.00	666.68	1,000.00
415.341 · CITY CLERKS SUPPLIES & MATERIAL	0.00	83.33	579.08	666.68	1,000.00
416.101 · POLICE JUDGE'S OFFICIAL'S SALARY	650.00	983.33	6,321.02	7,866.68	11,800.00
416.104 · POLICE JUDGE'S PAYROLL TAX	48.73	75.25	447.53	602.00	903.00
416.221 · POLICE JUDGE'S TRAINING & ED	0.00	41.67	0.00	333.32	500.00
416.341 · POLICE JUDGE SUPPLIES & MATER	0.00	83.33	0.00	666.68	1,000.00
417.103 · CITY ATTORNEY SALARIES & WAGES	2,323.81	2,500.00	17,770.34	20,000.00	30,000.00
417.104 · CITY ATTORNEY PAYROLL TAXES	177.77	191.25	1,359.42	1,530.00	2,295.00

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417.220 - CITY ATTORNEY LEGAL FEES ADVICE	0.00	83.33	0.00	666.68	1,000.00
417.221 - ATTORNEY TRAINING FEES	0.00	41.67	590.00	333.32	500.00
417.223 - CITY ATTORNEY PROFESSION SERVICE	0.00	1,000.00	13,662.92	8,000.00	12,000.00
417.341 - CITY ATTORNEY / SUPPLIES	0.00	166.67	0.00	1,333.32	2,000.00
419.240 - MAIN ST / FACADE IMPROVEMENT	0.00	833.33	0.00	6,666.68	10,000.00
419.341 - MAIN ST BEAUTIFICATION SUPPLIES	3,940.00	250.00	4,553.70	2,000.00	3,000.00
424.000 - CONTRIBUTIONS TO COMMS/AUTHORIT	0.00	0.00	0.00	0.00	0.00
435.222 - REGIONAL DEV AUTHORITY-DUES&SUB	0.00	416.67	4,727.00	3,333.32	5,000.00
436.101 - CODE ENFORCEMENT WAGES	5,252.70	6,083.33	35,168.40	48,666.68	73,000.00
436.104 - CODE ENFORCEMENT-PAYROLL TAX	401.83	459.00	2,537.38	3,672.00	5,508.00
436.105 - CODE ENFORCEMENT-EMP INSURANC	0.00	0.00	0.00	0.00	0.00
436.106 - CODE ENFORCEMENT-RETIREMENT	0.00	0.00	0.00	0.00	0.00
436.110 - CODE ENFORCEMENT WORKERS COMP	0.00	0.00	0.00	0.00	0.00
436.217 - CODE ENFORCEMENT VEHICLE MAINT	0.00	83.33	809.66	666.68	1,000.00
436.220 - CODE ENFORCEMENT LEGAL ADS	0.00	333.33	3,012.22	2,666.68	4,000.00
436.221 - CODE ENFORCEMENT TRAINING & ED	150.00	83.33	583.13	666.68	1,000.00
436.222 - CODE ENFORCEMENT / DUES & SUB	0.00	166.67	0.00	1,333.32	2,000.00
436.341 - CODE ENFORCEMENT CONTRACT SVC	0.00	5,708.33	1,573.25	45,666.68	68,500.00
436.342 - CODE ENFORCEMENT SUPPLIES	0.00	416.67	1,504.73	3,333.32	5,000.00
436.343 - CODE ENFORCEMENT FUEL	0.00	183.33	684.03	1,466.68	2,200.00
436.345 - CODE ENFORCEMENT / UNIFORMS	0.00	75.00	352.37	600.00	900.00
437.000 - CITY HALL PLANNING AND ZONING	0.00	0.00	0.00	0.00	0.00
440.105 - CITY HALL CONTRIBUTION INSURANC	20,056.28	25,923.08	201,286.59	207,384.68	311,077.00
440.106 - CITY HALL / CPRB CONTRIBUTIONS	0.00	5,016.00	3,856.90	40,128.00	60,192.00
440.109 - CITY HALL EYE AND DENTAL INSUR	0.00	0.00	0.00	0.00	0.00
440.112 - CITY HALL WORKERS COMP	3,988.00	3,323.67	68,196.96	26,589.32	39,884.00
440.113 - CITY HALL / EYE & DENTAL INS	0.00	833.33	0.00	6,666.68	10,000.00
440.114 - COMMERCIAL LIABILITY INS	10,741.50	4,702.25	42,395.67	37,618.00	56,427.00
440.115 - CITY HALL / COLONIAL INS	0.00	900.00	906.84	7,200.00	10,800.00
440.116 - CITY HALL / WYML UNEMPLOYMENT	0.00	1,250.00	6,657.15	10,000.00	15,000.00
440.211 - CITY HALL TELEPHONE	253.17	391.67	2,080.02	1,133.32	1,500.00
440.212 - CITY HALL WIRELESS PHONE	0.00	0.00	201.58	0.00	4,700.00
440.213 - CITY HALL UTILITIES	0.00	208.33	156.70	1,666.68	2,500.00
440.250 - CITY HALL GAS UTILITY	0.00	100.00	202.59	800.00	1,200.00
440.251 - CITY HALL WATER	0.00	425.00	0.00	3,400.00	5,100.00
440.253 - CITY HALL ELECTRIC	0.00	0.00	5,312.03	0.00	0.00
440.213 - CITY HALL UTILITIES - Other	960.85	0.00	0.00	0.00	0.00
Total 440.213 - CITY HALL UTILITIES	960.85	733.33	5,671.32	5,866.68	8,600.00
440.215 - CITY HALL M & R BLDGS & GROUNDS	0.00	250.00	2,940.00	2,000.00	3,000.00
440.216 - CITY HALL M & R EQUIPMENT	0.00	416.67	0.00	3,333.32	5,000.00
440.218 - CITY HALL POSTAGE	0.00	750.00	227.46	6,000.00	9,000.00
440.220 - CITY HALL - ADVERTISING	305.26	250.00	697.41	2,000.00	3,000.00
440.221 - CITY HALL TRAINING / TUITION	0.00	83.33	855.80	666.68	1,000.00
440.222 - CITY HALL DUES & SUBS	1,116.04	125.00	4,105.10	1,000.00	1,500.00
440.223 - CITY HALL-CONTRACTED SERVICES	0.00	83.33	0.00	666.68	1,000.00
440.224 - CITY HALL -LEGAL AND AUDITING	0.00	83.33	0.00	666.68	1,000.00
440.229 - CITY HALL COMPUTER SER & SOFTWA	561.76	1,416.67	13,405.39	11,333.32	17,000.00
440.230 - CITY HALL CONTRACTED SERVICES	1,200.11	83.33	5,215.97	666.68	1,000.00
440.232 - CITY HALL BANK CHARGES	0.00	41.67	6,826.62	333.32	500.00
440.236 - CITY HALL PROPERTY TAXES	0.00	41.67	285.14	333.32	500.00
440.252 - CITY HALL SANITARY SEWAGE	62.24	41.67	282.17	333.32	500.00
440.341 - CITY HALL SUPPLIES & MATERIALS	678.76	750.00	6,288.71	6,000.00	9,000.00
440.343 - CITY HALL / GASOLINE AND OIL	0.00	83.33	0.00	666.68	1,000.00
440.345 - CITY HALL / UNIFORMS	0.00	25.00	0.00	200.00	300.00
571.101 - PARKING SALARIES & WAGES	0.00	12,500.00	0.00	0.00	0.00
698.000 - TRANSFERS / REIMBURSEMENTS	0.00	0.00	0.00	100,000.00	150,000.00
700.101 - POLICE OFFICIAL'S SALARIES	0.00	0.00	0.00	0.00	0.00
700.103 - POLICE SALARIES & WAGES	27,591.34	28,399.67	226,697.63	227,197.32	340,796.00
700.104 - POLICE PAYROLL TAXES	1,259.63	2,172.58	10,567.81	17,380.68	26,071.00
700.105 - POLICE EMPLOYEE INSURANCE	0.00	0.00	0.00	0.00	0.00

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700.106 · POLICE RETIREMENT CPRB	0.00	1,032.92	0.00	8,263.32	12,395.00
700.107 · POLICE CONTRIBUTION TO PENSION	2,281.90	2,500.00	20,580.52	20,000.00	30,000.00
700.110 · POLICE WORKERS COMP	0.00	0.00	0.00	0.00	0.00
700.211 · POLICE TELEPHONE	0.00	600.00	0.00	4,800.00	7,200.00
700.212 · POLICE DEPARTMENT WIRELESS PHONE	0.00	0.00	4,104.24	2,000.00	3,000.00
700.214 · POLICE TRAVEL	0.00	250.00	480.00	2,000.00	3,000.00
700.216 · POLICE M & R EQUIPMENT	0.00	250.00	2,070.30	5,686.68	8,500.00
700.217 · POLICE M & R AUTOS/TRUCKS	0.00	708.33	7,737.11		
700.218 · POLICE POSTAGE	0.00	0.00	36.68		
700.220 · POLICE - ADVERTISING	0.00	75.00	1,803.87	5,000.00	7,500.00
700.221 · POLICE TRAINING & EDUCATION	164.18	625.00	0.00	66.68	100.00
700.222 · POLICE DUES & SUBSCRIPTION	0.00	8.33	0.00	1,333.32	2,000.00
700.223 · POLICE PROFESSIONAL SERVICES	0.00	166.67	126.22		
700.225 · POLICE LAUNDRY & DRY CLEANING	0.00	0.00	74.00		
700.229 · POLICE COURT COST & DAMAGES	60.00	125.00	1,540.00	1,000.00	1,500.00
700.230 · POLICE CONTRACTED SERVICES	0.00	83.33	3,629.00	666.68	1,000.00
700.323 · POLICE / COMPUTER SOFTWARE	607.50	520.83	2,138.62	4,166.68	6,250.00
700.341 · POLICE SUPPLIES & MATERIALS	0.00	1,500.00	7,201.79	12,000.00	18,000.00
700.343 · POLICE FUEL, OIL & TIRES	0.00	0.00	0.00	2,233.32	3,350.00
700.345 · POLICE UNIFORMS	0.00	279.17	617.13	36,266.68	54,400.00
700.350 · POLICE - K-9 EXPENSES	0.00	4,533.33	255.67		
700.459 · POLICE CAPITAL OUTLAY	0.00	0.00	33,422.72		
706.106 · FIREMEN RETIREMENT EXPEN	0.00	435.67	0.00	3,485.32	5,228.00
706.103 · FIRE DEPT SALARIES & WAGES	14,985.20	15,168.33	128,885.43	121,346.68	182,020.00
706.104 · FIRE DEPT PAYROLL TAXES	587.50	1,160.42	4,953.49	9,283.32	13,925.00
706.105 · FIRE DEPT EMPLOYEE INSURANCE	0.00	0.00	0.00	0.00	0.00
706.106 · FIRE DEPT RETIREMENT CPRB	0.00	435.67	0.00	3,485.32	5,228.00
706.107 · FIRE DEPT CONTRIBUTION TO PENS	18,230.73	3,333.33	36,622.53	26,866.68	40,000.00
706.110 · FIRE DEPT WORKERS COMP	0.00	1,250.00	0.00	10,000.00	15,000.00
706.114 · FIRE DEPARTMENT VFD INSURANCE	0.00	2,500.00	21,748.68	20,000.00	30,000.00
706.211 · FIRE DEPT TELEPHONE	155.40	285.00	928.47	2,280.00	3,420.00
706.213 · FIRE DEPT UTILITIES ELECTRIC	729.59	333.33	5,707.16	2,666.68	4,000.00
706.215 · FIRE DEPT / BUILDING MAINT.	0.00	666.67	0.00	5,333.32	8,000.00
706.216 · FIRE DEPT EQUIP MAINT	0.00	625.00	6,551.32	5,000.00	7,500.00
706.217 · FD VEHICLE MAINTENANCE	0.00	166.67	334.71	1,333.32	2,000.00
706.221 · FIRE DEPT TRAINING / TUITION	0.00	375.00	800.00	3,000.00	4,500.00
706.230 · FIRE DEPT PROFESSIONAL SERVICES	0.00	83.33	666.00	666.68	1,000.00
706.250 · FIRE DEPT CONTRACTED SERVICES	989.96	291.67	2,331.83	2,333.32	3,500.00
706.251 · FIRE DEPT WATER	33.90	62.50	298.12	500.00	750.00
706.252 · FIRE DEPT SANITARY SEWAGE	57.12	62.50	239.92	500.00	750.00
706.255 · FIRE DEPARTMENT WIRELESS PHONE	241.38	416.67	926.96	3,833.32	5,000.00
706.341 · FD MATERIAL & SUPPLIES	0.00	666.67	0.00	5,333.32	8,000.00
706.343 · FIRE DEPT GAS & OIL	0.00	291.67	167.20	2,333.32	3,500.00
706.345 · FIRE DEPT UNIFORMS	0.00	70.83	0.00	566.68	850.00
706.353 · FIRE DEPT / SOFTWARE	0.00	1,666.67	0.00	13,333.32	20,000.00
706.458 · FD CAPITAL OUTLAY OTHER IMP	0.00	6,247.58	36,621.89	65,980.68	98,971.00
711.230 · COMM. CENTER 911 CONTRACTED SER	3,300.00	3,300.00	26,400.00	26,400.00	39,600.00
714.001 · POLK CREEK WATER SHED AGREEMENT	4,400.00	375.00	4,400.00	3,000.00	4,500.00
715.213 · FIRE HYDRANTS - UTILITIES	0.00	500.00	0.00	4,000.00	6,000.00
715.251 · FIRE HYDRANT WATER UTILITY	487.97	0.00	4,710.67	0.00	0.00
750.101 · STREETS & HWY OFFICIAL'S SALARIE	0.00	18,701.50	142,793.51	149,612.00	224,418.00
750.103 · STREETS & HWY SALARIES & WAGES	15,645.52	1,430.67	10,609.36	11,445.32	17,168.00
750.104 · STREETS & HWY PAYROLL TAX	1,166.23	5,424.08	0.00	43,392.68	65,089.00
750.105 · STREETS & HWY ENPL INSURANCE	0.00	1,620.17	0.00	12,961.32	19,442.00
750.106 · STREETS & HWY RETIREMENT EXPENS	0.00	240.00	0.00	1,920.00	2,860.00
750.110 · STREETS & HWY WORKERS COMP	0.00	208.33	0.00	1,666.68	2,500.00
750.211 · STREETS & HWY TELEPHONE	0.00	0.00	0.00		

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750.213 - STREETS & HWY UTILITIES					
750.250 - STREET DEPT GAS UTILITY	1,690.24	541.67	4,014.20	4,333.32	6,500.00
750.253 - STREET DEPT / ELECTRIC	342.33	416.67	2,713.45	3,333.32	5,000.00
Total 750.213 - STREETS & HWY UTILITIES	2,032.57	958.34	6,727.65	7,666.64	11,500.00
750.214 - STREET DEPT TRAVEL	0.00		100.51		2,250.00
750.215 - STREETS & HWY BLDG & GROUNDS	0.00	187.50	383.34	1,500.00	5,000.00
750.216 - STREETS & HWY M & R EQUIPMENT	0.00	416.67	5,560.19	3,333.32	5,000.00
750.217 - STREETS & HWY M & R AUTOS & TRU	3,836.83	416.67	6,735.47	3,333.32	5,000.00
750.219 - STREETS & HWY BLDG & EQUIP RENT	224.65	416.67	926.25	3,333.32	5,000.00
750.220 - STREETS & HWY ADVELEGAL	0.00	20.83	0.00	3,333.32	250.00
750.221 - STREETS & HWY TRAINING & ED	0.00	83.33	0.00	666.68	1,000.00
750.222 - STREETS & HWY DUES & SUBS	0.00	41.67	0.00	333.32	500.00
750.223 - STREETS & HWY PROFESSIONAL FEES	0.00	833.33	0.00	6,666.68	10,000.00
750.226 - STREETS & HWY INSURANCE & BOND	250.00		250.00		
750.230 - STREETS & HWY CONTRACTED & BOND					
750.232 - STREET DEPT CHRISTMAS LIGHTS	0.00		175.00		
750.236 - STREETS & HWY CONTRACTED SERVIC - Other	187.16	541.67	572.16	4,333.32	6,500.00
Total 750.230 - STREETS & HWY CONTRACTED SERVIC	187.16	541.67	747.16	4,333.32	6,500.00
750.251 - STREET DEPT WATER	34.24	266.67	383.89	2,133.32	3,200.00
750.252 - STREET DEPT SANITARY SEWAGE	86.51	208.33	415.81	1,666.68	2,500.00
750.341 - STREETS & HWY SUPPLIES & MAT					
750.600 - STREET DEPT HOT MIX ASPHALT	0.00		166.42		
750.602 - SEWER CUTS AND REPAIR	0.00				
750.600 - STREET DEPT HOT MIX ASPHALT - Other	0.00	833.33	6,922.85	6,666.68	10,000.00
Total 750.600 - STREET DEPT HOT MIX ASPHALT	0.00	833.33	7,089.27	6,666.68	10,000.00
750.601 - STREET DEPT STONE	0.00	416.67	0.00	3,333.32	5,000.00
750.341 - STREETS & HWY SUPPLIES & MAT - Other	0.00	0.00	9,590.04	0.00	0.00
Total 750.341 - STREETS & HWY SUPPLIES & MAT	0.00	1,250.00	16,679.31	10,000.00	15,000.00
750.343 - STREETS & HWY FUEL, OIL & TIRES	1,400.32	833.33	9,874.01	6,666.68	10,000.00
750.345 - STREET DEPT UNIFORMS	0.00	233.33	1,578.26	1,866.68	2,800.00
750.457 - CAPITAL OUTLAY-BUILDINGS	0.00	1,250.00	0.00	10,000.00	15,000.00
750.459 - STREETS & HWY CAPITAL OUTLAY	10,000.00	10,416.67	38,928.00	83,333.32	125,000.00
750.615 - STREET DEPT DISPOSAL	82.75	83.33	439.60	666.68	1,000.00
751.213 - STREET LIGHTS UTILITIES	5,174.34	4,750.00	38,700.50	38,000.00	57,000.00
752.213 - SIGNS & SIGNALS UTILITIES	346.44	200.00	1,558.85	1,600.00	2,400.00
752.341 - SIGNS & SIGNALS SUPPLIES & MAT	0.00	500.00	2,374.98	4,000.00	6,000.00
752.459 - SIGNS & SIGNALS / EQUIP CAPITAL	0.00	416.67	0.00	3,333.32	5,000.00
753.000 - STREETS SNOW REMOVAL	0.00		0.00	0.00	0.00
753.230 - SNOW REMOVAL CONTRACT SVCS	0.00	208.33	0.00	1,666.68	2,500.00
753.341 - SNOW REMOVAL SUPPLIES	18,830.56	625.00	21,523.04	5,000.00	7,500.00
753.459 - SNOW REMOVAL / EQUIP CAPITAL	0.00	408.33	4,900.00	3,266.68	4,900.00
755.230 - Street Const-Contracted Svcs	25,364.17	15,000.00	109,890.59	120,000.00	180,000.00
755.341 - STREET CONST. SUPPLIES	0.00	833.33	0.00	6,666.68	10,000.00
756.230 - ST. CLEANING CONTRACT SVCS	0.00	208.33	9,000.00	1,866.68	2,500.00
756.341 - ST. CLEANING SUPPLIES	0.00	1,250.00	0.00	10,000.00	15,000.00
756.459 - ST. CLEANING EQUIP. CAPITAL	0.00	0.00	0.00	0.00	0.00
757.341 - SIDEWALKS / SUPPLIES	0.00	0.00	0.00	0.00	0.00
805.341 - STORM SEWER / SUPPLIES	0.00	0.00	0.00	0.00	0.00
805.459 - STORM SEWER / EQUIP. CAPITAL	0.00	1,875.00	5,750.83	15,000.00	22,500.00
900.000 - Parks and Recreation	0.00	0.00	0.00	0.00	0.00
900.230 - RECREATION CONTRACTED SERVICES	0.00	958.33	0.00	7,666.68	11,500.00
900.341 - RECREATION SUPPLIES	0.00		4,131.30		
903.000 - NON GRANT EXPENSES FROM DONATIO	0.00		1,391.67		

CITY OF WESTON
Profit & Loss Budget Performance
February 2022

Cash Basis

	Feb 22	Budget	Jul '21 - Feb 22	YTD Budget	Annual Budget
FAIRS AND FESTIVALS					
Total 903.000 - NON GRANT EXPENSES FROM DONATIO	0.00		0.00	0.00	0.00
914.000 - Rails to Trails	0.00		0.00	0.00	0.00
920.002 - WV CULTURE & HISTORY GRANT	0.00	0.00	0.00	0.00	0.00
950.230 - BEAUTIFICATION-CONTRACTED SVCS	0.00		0.00	0.00	0.00
950.341 - BEAUTIFICATION-SUPPLIES	0.00		900.00	0.00	0.00
952.103 - CEMETARY / SALARIES	200.00		12,234.56		
952.104 - CEMETARY / PAYROLL TAXES	15.30	200.00	1,800.00	1,600.00	2,400.00
952.230 - CEMETERIES CONTRACTED SERVICES	0.00	15.33	137.70	122.68	184.00
952.341 - Cemetary materials & supplies	0.00	1,283.33	5,700.00	10,266.68	15,400.00
975.000 - GENERAL GOV. / CAPITAL IMPROV	0.00		1,218.56		
976.000 - PUBLIC SAFETY / CAPITAL IMPROV	0.00	11,661.42	0.00	93,291.32	139,937.00
977.000 - STREET DEPT-S/IT CAP IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
977.223 - STR/TRANSP CAP PROJ PROF SERV	0.00	10,000.00	360.00	80,000.00	120,000.00
978.000 - HEALTH & SAN. / CAPITAL IMPROV	0.00		6,094.82		
979.000 - CULTURE & REC / CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
979.700 - CROSSROADS	0.00	6,250.00	0.00	50,000.00	75,000.00
980.000 - SOCIAL SVCS / CAPITAL IMPROV	0.00	0.00	300.00		
Total Expense	241,501.84	301,716.85	1,796,373.63	2,413,733.40	3,620,600.00
Net Ordinary Income	-44,310.63	-107,265.96	165,216.44	-858,128.16	-1,287,192.00
Other Income/Expense					
Other Income	0.00				
Management Review	0.00		10,664.78		
Total Other Income	0.00		10,664.78		
Net Other Income	0.00	0.00	10,664.78	0.00	0.00
Net Income	-44,310.63	-107,265.96	175,881.22	-858,128.16	-1,287,192.00

Weston Police Department Individual Monthly Activity Log

Year: 2022

Name: Chief Thomas

ACTIVITY LOG										DAILY TOTALS									
MONTH	TOTAL HOURS	CALLS	# OF PERSONS ARRESTED	ARRESTS		ROAD VIOLATIONS		REPORTS		S & A HOURS	POLICE HOURS		SPECIALTY HOURS	OTHER HOURS					
				Misdemeanor	Felony	Warnings	Citations	Criminal	Accident		Patrol	CI							
January	795	103	10	18	4	37	2	9	10	57	173	280	46	239					
February	720	97	8	10	1	128	6	9	8	107	236	168.5	0.5	206					
March																			
April																			
May																			
June																			
July																			
August																			
Sept.																			
October																			
Nov.																			
Dec.																			
TOTALS	1515	200	18	28	5	165	8	18	18	164	409	448.5	46.5	445					



Chief of Police Josh Thomas
102 West Second Street
Weston, WV 26452

Telephone: 304-269-3207
Fax: 304-269-6128
Email: jpthomas@cityofwestonwv.com

February 2022 Criminal Investigations

Misdemeanors:

- 1 – Domestic Assault
2/7/2022 – Arrested
- 1 – Possession (Heroin)
2/10/2022 – Arrested
- 2 – Shoplifting
2/17/2022 – Arrested
2/22/2022 – Arrested
- 1 – Possession (Meth)
2/21/2022 – Arrested

Miscellaneous Investigations

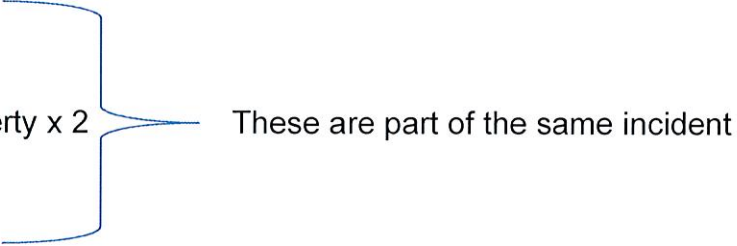
- 2 – Runaway Juvenile
2/01/2022 – Closed
2/04/2022 – Closed

Felonies:

- 1 – Child Neglect x2
2/11/2022 – Arrested
- 1 – Theft of Firearm
2/17/2022 - Unfounded

Note some CI's are part of the same incident and only assigned one CI # and will be more than total CI's

Investigations carried over from previous month(s)

- 1 – Malicious Assault (being investigated as murder)
07/04/2021 – Arrested/Still active
 - 3 – Sexual Assault
07/09/2021 – Open
10/06/2021 – Open
10/24/2021 – Open
 - 1 - Burglary x 2
Stalking
Animal Cruelty x 2
Destruction of Property x 2
10/12/2021
10/18/2021
 - 2 – Sexual Abuse (child victims)
10/06/2021 – Active
 - 1 – Breaking and Entering
12/06/2021 – Active
 - 1 – Grand Larceny
12/12/2021 – Active
 - 2 – Fraudulent Use of Access Device
12/12/2021 – Active
12/10/2021 – Arrested
 - 1 – Violation of Protective Order 3rd
1/26/2022 – Arrested
 - 1 – Breaking and Entering
08/17/2021 – Arrested/Active
 - 1 – Negligent Homicide
12/31/2021 – Active
- 
- These are part of the same incident



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



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

80
4
49
19

61%
23%

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

12
1
0
0
3
0
30

FROM
FROM
FROM
FROM
FROM
FROM

1
4
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

0
2
466
59.95
288.19
\$1,150
\$170,000
19
8
7
3
1
1
1

SAVED
SAVED

\$0
\$20,000

ADDITIONAL REMARKS

Attended all fire dept meetings and drills
 Attended EMT class
 Worked on several maintenance items at stion on city trucks
 Worked on services for all trucks at station
 working on truck specs for future city engine
 working on preplans for large business in the city

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {02/01/2022} And {02/24/2022}
and District = "1A "

Incident	Type	Date	Location	Description
22-0000140-0	FIRE	02/01/2022	33 Gay ST	Medical assist, assist EMS
22-0000142-0	FIRE	02/02/2022	318 Broad ST	Medical assist, assist EMS
22-0000143-0	FIRE	02/02/2022	650 Craiq ST /Weston Commons/209	Medical assist, assist EMS
22-0000144-0	FIRE	02/02/2022	37 Elizebeth DR	Gas leak (natural gas or
22-0000145-0	FIRE	02/02/2022	E 2nd ST E & Water ST	Motor Vehicle Accident with
22-0000146-0	FIRE	02/02/2022	627 Broad ST	Medical assist, assist EMS
22-0000148-0	FIRE	02/03/2022	861 Walnut ST	Water or steam leak
22-0000149-0	FIRE	02/03/2022	358 Court AVE	Smoke detector activation
22-0000150-0	FIRE	02/03/2022	358 Court AVE	Smoke detector activation
22-0000151-0	FIRE	02/03/2022	99 MM Interstate 79	Motor Vehicle Accident with
22-0000153-0	FIRE	02/04/2022	99.2 MM Interstate 79	Motor Vehicle Accident with
22-0000154-0	FIRE	02/05/2022	1178 US Highway 33 E	Motor Vehicle Accident with
22-0000155-0	FIRE	02/05/2022	99.5 MM Interstate 79	Motor Vehicle Accident with
22-0000158-0	FIRE	02/07/2022	124 E 1st ST /607	Medical assist, assist EMS
22-0000159-0	FIRE	02/07/2022	201 Main AVE	Medical assist, assist EMS
22-0000160-0	FIRE	02/08/2022	356 E 7th ST /8	Medical assist, assist EMS
22-0000161-0	FIRE	02/08/2022	916 Cemetery ST	Medical assist, assist EMS
22-0000164-0	FIRE	02/09/2022	21 Gee Lick RD	Smoke detector activation
22-0000165-0	FIRE	02/10/2022	124 E 1st ST	Medical assist, assist EMS
22-0000167-0	FIRE	02/12/2022	356 E 7th ST /8	Medical assist, assist EMS
22-0000168-0	FIRE	02/13/2022	124 E 1st ST /508	Medical assist, assist EMS
22-0000169-0	FIRE	02/13/2022	220 McGary AVE	Medical assist, assist EMS
22-0000171-0	FIRE	02/14/2022	650 Craig ST /109	Medical assist, assist EMS
22-0000172-0	FIRE	02/14/2022	124 E 1st ST /607	Medical assist, assist EMS
22-0000173-0	FIRE	02/14/2022	815 W 2nd ST /Mountaineer Mart	Passenger vehicle fire
22-0000176-0	FIRE	02/14/2022	793 US Highway 33 E/NAPA	Motor Vehicle Accident with
22-0000177-0	FIRE	02/15/2022	W 2nd ST	Medical assist, assist EMS
22-0000178-0	FIRE	02/15/2022	Craig ST	Medical assist, assist EMS
22-0000185-0	FIRE	02/17/2022	650 Craig ST /109	Medical assist, assist EMS
22-0000186-0	FIRE	02/17/2022	910 Cemetery ST	Motor Vehicle Accident with
22-0000188-0	FIRE	02/17/2022	113 Circle DR	Medical assist, assist EMS
22-0000189-0	FIRE	02/17/2022	Minden ST & Peggy ST	Public service
22-0000190-0	FIRE	02/18/2022	40 Armory RD /LC Bus Garqage	False alarm or false call,
22-0000191-0	FIRE	02/18/2022	100 MM Interstate 79 /North bound	Motor Vehicle Accident with
22-0000194-0	FIRE	02/18/2022	250 Court AVE /CVS	False alarm or false call,
22-0000196-0	FIRE	02/18/2022	401 John ST /Weston Arbors	Removal of victim(s) from

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {02/01/2022} And {02/24/2022}
and District = "1A "

Incident	Type	Date	Location	Description
22-0000197-0	FIRE	02/18/2022	401 John ST /Weston Arbors	Overheated motor
22-0000198-0	FIRE	02/18/2022	509 Berlin RD /Peterson-Central	False alarm or false call,
22-0000201-0	FIRE	02/19/2022	339 US Highway 33 E	Power line down
22-0000203-0	FIRE	02/19/2022	725 N River AVE	Medical assist, assist EMS
22-0000204-0	FIRE	02/19/2022	244 Water ST	Medical assist, assist EMS
22-0000206-0	FIRE	02/20/2022	291 Rada AVE	Outside rubbish, trash or
22-0000208-0	FIRE	02/20/2022	634 Court AVE	Medical assist, assist EMS
22-0000210-0	FIRE	02/21/2022	650 Craig ST	Medical assist, assist EMS
22-0000211-0	FIRE	02/21/2022	775 Camden AVE	Dispatched & cancelled en
22-0000212-0	FIRE	02/22/2022	852 Winter AVE	Medical assist, assist EMS
22-0000213-0	FIRE	02/22/2022	626 N River AVE	Medical assist, assist EMS
22-0000214-0	FIRE	02/22/2022	626 N River AVE	Medical assist, assist EMS
22-0000219-0	FIRE	02/23/2022	306 Center AVE	Medical assist, assist EMS

Total Incident Count 49

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {02/01/2022} And {02/24/2022}
and District = "1B "

Incident	Type	Date	Location	Description
22-0000157-0	FIRE	02/06/2022	94 MM Interstate 79 /South Bound	Motor Vehicle Accident with
22-0000162-0	FIRE	02/08/2022	97 MM Interstate 79	Motor Vehicle Accident with
22-0000163-0	FIRE	02/09/2022	90 Skin Creek RD	Medical assist, assist EMS
22-0000166-0	FIRE	02/11/2022	8000 US Highway 33 E	Dispatched & cancelled en
22-0000179-0	FIRE	02/15/2022	US Highway 33 W	Dispatched & cancelled en
22-0000180-0	FIRE	02/15/2022	US Highway 33 E	Motor Vehicle Accident with
22-0000181-0	FIRE	02/16/2022	100.5 MM Interstate 79	Motor Vehicle Accident with
22-0000187-0	FIRE	02/17/2022	936 Old Mill RD	Building fire
22-0000192-0	FIRE	02/18/2022	94 MM Interstate 79 /North Bound	No Incident found on arrival
22-0000199-0	FIRE	02/18/2022	319 Riverside DR	Unauthorized burning
22-0000200-0	FIRE	02/19/2022	509 Berlin RD	Alarm system sounded due to
22-0000202-0	FIRE	02/19/2022	509 Berlin RD	Alarm system sounded due to
22-0000205-0	FIRE	02/20/2022	104 Sprigg RD	Medical assist, assist EMS
22-0000207-0	FIRE	02/20/2022	101 MM Interstate 79	Motor Vehicle Accident with
22-0000209-0	FIRE	02/20/2022	115 Grass Run RD	Building fire
22-0000215-0	FIRE	02/23/2022	22 Quarry Glen /101	Medical assist, assist EMS
22-0000216-0	FIRE	02/23/2022	22 Quarry Glen /101	Medical assist, assist EMS
22-0000217-0	FIRE	02/23/2022	99 MM Interstate 79	Motor Vehicle Accident with
22-0000218-0	FIRE	02/23/2022	92 MM Interstate 79	Motor Vehicle Accident with

Total Incident Count 19

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {02/01/2022} And {02/24/2022}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	3.70%	\$150,000	99.23%
131 Passenger vehicle fire	1	1.23%	\$1,150	0.76%
142 Brush or brush-and-grass mixture fire	2	2.46%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	1.23%	\$0	0.00%
	7	8.64%	\$151,150	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	31	38.27%	\$0	0.00%
322 Motor vehicle accident with injuries	2	2.46%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	15	18.51%	\$0	0.00%
351 Extrication of victim(s) from	1	1.23%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	1.23%	\$0	0.00%
	50	61.72%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	1.23%	\$0	0.00%
442 Overheated motor	1	1.23%	\$0	0.00%
444 Power line down	2	2.46%	\$0	0.00%
	4	4.93%	\$0	0.00%
5 Service Call				
522 Water or steam leak	1	1.23%	\$0	0.00%
553 Public service	1	1.23%	\$0	0.00%
561 Unauthorized burning	1	1.23%	\$0	0.00%
	3	3.70%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	8	9.87%	\$0	0.00%
622 No Incident found on arrival at dispatch	1	1.23%	\$0	0.00%
	9	11.11%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	3	3.70%	\$0	0.00%
733 Smoke detector activation due to	3	3.70%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	2.46%	\$0	0.00%

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {02/01/2022} And {02/24/2022}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call	8	9.87%	\$0	0.00%

Total Incident Count: 81

Total Est Loss: \$151,150

Weston Fire Dept.

Dollar Value Saved & Loss Analysis

Alarm Date Between {02/01/2022} And {02/24/2022}

a

Incident Type	Count	Total Values	Total Losses	Total Saved	Percent Lost	Percent Saved
111 Building fire	2	\$170,000	\$150,000	\$20,000	88.24%	11.76%
131 Passenger vehicle fire	1	\$1,150	\$1,150	\$0	100.00%	0.00%
Grand Totals	3	\$171,150	\$151,150	\$20,000		

Total Percent Lost: 88.31%

Total Percent Saved: 11.69%

Weston Fire Dept.

Aid Responses by Department (Summary)

Alarm Date Between {02/01/2022} And {02/24/2022}

Type of Aid	Count
2 Jane Lew Volunteer Fire Department	
Automatic aid received	4
	<hr/>
	4
3 Pricetown Volunteer Fire Department	
Automatic aid received	2
Mutual aid given	1
Automatic aid given	2
	<hr/>
	5
5 Jackson's Mill Volunteer Fire Department	
Automatic aid received	1
Automatic aid given	1
	<hr/>
	2
8 Lewis County Emergency Ambulance Authority	
Mutual aid given	2
Automatic aid given	28
	<hr/>
	30

MIKE STARETT & ANDREW DARBY
CODE ENFORCEMENT

AGENDA

CITIZEN CONCERNS – 2

WARD I – 1

WARD II –

WARD III –

WARD IV – 1

BUILDING PERMITS

12

CORRECTIVE ORDERS

3- ALL IN WARD II

WARNINGS

WARD I – 4

WARD II- 0

WARD III- 0

WARD IV- 3

MIKE STARETT

- 1- Worked on MLK Day helping street dept plow snow.
- 2- Worked on dilapidated structures making maps for each ward.
- 3- Working with Jerry Paugh L.C. Transportation on Peterson School traffic problem and tree limb removal on River Road.
- 4- Working with United Bank on new drive through with Mr. John Springston.
- 5- Helped Street dept with snow removal.
- 6- Attended meeting with State Auditor John McCuskey.

ANDREW DARBY

- 1- Helped Street dept. with snow removal.
- 2- Made maps of vacant structures throughout city.
- 3- Worked on several corrective orders for wright street.

4- Worked on collecting bids for the Columbia Club remodel.

5- Worked on bid packets for tree cutting and grass mowing.

6- Patrolled streets and looked for violations.



Business License Report

For the Month of

February 2022

<u>Name</u>	<u>Occupation</u>	<u>Date</u>
Davis Insurance Group 2 Brown Ave. Suite B Weston, WV 26452	Insurance	2-1-2022
American Plate Glass Inc. 75 Heiskell Avenue Wheeling, WV 26003 304-242-7800	Contractor	2-3-2022
Enviroclean LLC 800 N 4 th Street Clarksburg, WV 26301 304-623-6770	Contractor	2-14-2022
Lisa's Learning Hub 359 Court Avenue Weston, WV 26452 304-517-7207	All Other	2-14-2022
Fahey Roofing Contracting 1400 Johnson Ave Suite 1C Bridgeport, WV 26630 304-736-7663	Contractor	2-15-2022
Hughes Contracting	Contractor	2-15-2022



151 Turkey Pen Rd
Jane Lew, WV 26378

2 Blessed Mamas Creations
402 B Medical Park Drive
Weston, WV 26452
304-439-0716

All Others

2-22-2022

City Manager Report—Feb 2022

Building Dept

Assisted Mr. Darby with finalizing the mowing and tree removal bids. Met with the Architect numerous times on the Columbia Club while continuing works on soliciting contractors for the front demolition, removal of asbestos, etc.

Finance

Regular monthly payments and reporting. Onboarding new Finance Director and continued works on bringing on second employee. Ordinance review for property transfer and paying of city fees. Attended budget training via the State Auditors local government group and have begun the preparation of the budget and met with Department heads to discuss progress and priorities. Payroll activities for new employee enrollment.

Fire

General pension board support activities. Met with Jimmy to discuss budget.

Police

General pension board support activities. Met with Josh to discuss budget and other needed items such as personnel and purchasing of equipment.

Streets

Continued support works for 4th Street Bridge project. Began mapping project of stormwater system.

Recycling Center

Wrap up of REAP reporting

Meetings and Special Events

Weston Sanitary Board Monthly Meeting

ARPA Public Meeting

Meeting with Riffles for potential Community Center Project

Meeting on Hometown Heroes Banner Project

Ordinance 2022-06

City of Weston Vacant Building and Vacant Property Registration and Maintenance Program

WHEREAS the City of Weston intends to pass an ordinance concerning vacant buildings and vacant properties within the city limits of Weston,

WHEREAS, West Virginia Code §8-12-16C permits municipalities to adopt rules concerning the registration of vacant buildings and vacant properties,

WHEREAS, the City of Weston has determined that vacant buildings contribute to various safety issues in law enforcement and fire protection;

WHEREAS, the City of Weston has determined that vacant buildings contribute to various nuisance problems such as, but not limited to, vagrancy and uninhabitable conditions;

WHEREAS, the City of Weston now adopts the following ordinance, to be known as the "Vacant Structure/Property Ordinance"

§1 ADOPTION

Pursuant to West Virginia Code §8-12-16C, the City of Weston enacts an updated Vacant Building and Property Registration and Maintenance Program. Any prior vacant structure or vacant building and property registrations programs or codes or ordinances ("prior codes") are hereby repealed and replaced with this ordinance.

Buildings and property registered under prior codes shall be considered registered for the purpose of this ordinance. However, the owners of said buildings and/or property must alert the Building Code Official to prior registration(s) and the Building Code Official shall take measures to transition any registration payments or time computations into the parameters set by this ordinance.

Any civil actions or other legal processes brought under prior codes are still in effect until the resolution of such issue and shall be governed by the language and rules of the prior code under which the issue was instituted.

§2 PURPOSE

(a) The City has determined that an uninspected and unmonitored vacant building may present a fire hazard, may provide temporary occupancy by transients (including drug users and traffickers), may detract from private and/or public efforts to rehabilitate or maintain surrounding buildings, and that the health, safety and welfare of the public is served by the regulation of such vacant buildings.

(b) Owners of uninspected and unmonitored vacant buildings shall register such vacant buildings with the City, make payment of a fee for the registration thereof, and otherwise conform to these vacant building regulations.

(c) This ordinance ensures that, through a registration, inspection, and monitoring process, vacant buildings will be kept weather tight and secure from trespassers, will provide safe entry to police officers and firefighters in times of emergency, will not impede private and/or public efforts to rehabilitate or maintain surrounding buildings, and will not present otherwise a public hazard.

Weston Vacant Structure and Vacant Property Registration Ordinance

(d) The City, by and through its departments (particularly the Building Code Enforcement Department) shall inspect and monitor vacant buildings, shall assess the effects of the condition of those buildings on nearby structures, and shall promote substantial efforts to rehabilitate and develop such buildings when appropriate.

These provisions will streamline and consolidate the existing procedure (that is, complaint, research, notification, inspection, orders, fines, liens, appeals and due process lien enforcement), by placing the responsibility to register and maintain vacant structures on the building owner before a building's condition falls into disrepair or otherwise merits a complaint.

§3 DEFINITIONS.

(A) Definitions. For purposes of this ordinance, the following words and phrases shall have the meanings respectively ascribed to them as follows:

(1) Boarded: A building or structure subject to the provision of this ordinance shall be deemed to be "boarded" if in place of one or more exterior doors, other than a storm door, or of one or more windows, there is a sheet or sheets of plywood or similar material covering the space for such door or window.

(2) Exterior maintenance and major systems: The phrase "exterior maintenance and major systems" shall mean the safe and lawful maintenance of the facade, windows, doors, roof and other parts of the exterior of the building and the maintenance of its major systems consisting of the roof, the electrical and plumbing systems, the water supply system, the sewer system, and the sidewalk, driveway, if any, area of the lot, as applicable and as enforced by the ECDD, particularly in connection with codes adopted by the City as well as all applicable local, state and federal laws.

(3) Lawful Business: the term "lawful business" shall mean any business not forbidden by federal, state, or municipal laws. The term "lawful business" shall also mean that the business owner has acquired and maintains a business license issued by the City of Weston.

(4) Occupied: Any building or structure shall be deemed to be occupied if:

- a. one or more persons actually conducts a lawful business in the building/structure;
- b. one or more persons reside in all or any part of the building as:
 - i. the licensed business occupant;
 - ii. or as the legal or equitable owner/occupant(s) or tenant(s) on a permanent, non-transient basis, or any combination of the same.

For purposes of this ordinance, evidence offered to prove that a building is so occupied may include, but shall not be limited to, the regular receipt of delivery of regular mail through the U.S. Postal Service; proof of continual telephone, electric, gas, heating, water and sewer services; a valid city business license, or the most recent, federal, state or city income tax statements indicating that the subject property is the official business or residence address of the person or business claiming occupancy; or proof of bonafide pre-rental inspection.

Weston Vacant Structure and Vacant Property Registration Ordinance

(5) Open: A building or structure subject to the provisions of this ordinance shall be deemed to be "open" if any one or more exterior doors other than a storm door is broken, open and/or closed but, without a properly functioning lock to secure it, or if one or more windows is broken or not capable of being locked and secured from intrusion, or any combination of the same.

(6) Owner: An owner of the freehold of the premises or any lesser estate therein, a mortgagee, a vendee-in-possession, assignee of rents, receiver, executor, trustee, lessee, agent or any other person, firm or corporation that is directly or indirectly in control of a building subject to the provisions of this ordinance, and as set forth below.

(7) Vacant Building/Vacant Structure means a building or structure shall be deemed to be vacant if:

- a) no person or persons actually, currently conducts a lawfully licensed business, including City business, on the premises; and/or
- b) lawfully resides, dwells, or lives in any part of the building as the legal or equitable owner(s) or tenant-occupant(s), or owner-occupant(s), or tenant(s) on a permanent, non-transient basis; and/or
- c) A building or structure shall be deemed vacant and subject to the registration and possible penalty provisions provided herein if the exterior maintenance and other relevant systems of the building and the surrounding real property thereof are in violation of the City building codes or applicable City health and sanitation codes and if there is not proof of continual utility service evidencing actual use of electric, gas (i.e., applicable heating sources), water service, etc. Continued is meant to be without more than one thirty (30) day interruption in any given three hundred sixty (360) day period. In order for such continual utility service to be considered as being actually in use as described in this ordinance, it must be more than merely registered to the owner for purposes of billing and must be utilized, at a minimum, in order to keep the property and the major systems of the building in compliance with building and safety codes. The person or entity asserting that there has been continued utility service has the burden to produce actual bills evidencing utility service for the relevant period.

(8) Vacant Property/Vacant Lot means any real estate on which no building is erected and no routine activity occurs, provided, however, that proper routine maintenance of a vacant lot whereon no property violations exist shall constitute "routine activity" for the purposes of this ordinance, whether or not that vacant property/lot is used in conjunction with improved adjacent real estate.

B) All vacant structures shall also comply with the following criteria:

(1) Exterior property areas are to be mowed regularly and non-cultivated gardens maintained at no more than 6 inches of growth. All noxious weeds are prohibited.

(2) Structure is to be broom swept and cleared of all contents, not including building materials or components to be used in the future renovation at that structure.

(3) Electrical service is to be provided to the building via temporary pole service on the exterior of the structure or create a permanent service for the structure and install two GFCI protected receptacles.

(4) NEC and OSHA compliant string lighting is to be provided to the entire structure so that it may be illuminated as needed to view the structure.

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(5) Unstable interior and exterior surfaces and components are to be removed. Unstable or unsound accessory buildings are to be razed or renovated.

(6) Using wood sheet goods: all loose, deteriorated and broken windows and doors are to be covered to eliminate the danger of their falling and to prevent the unwanted entry of trespassers. Such wood sheet goods are to be cut and neatly fit, not just nailed over the opening.

(7) All loose or deteriorated trim, gutter or overhang extensions (masonry or frame) are to be removed or reattached to prevent falling.

(8) Regular routine monitoring of the structure is to occur by the owner to ensure that the building is being kept in compliance with the above items.

(9) Utilities need to be connected to the structure.

(10) The Building Code Official may allow, at his discretion, deviations from these requirements if the situation and fairness allow such deviation(s).

The property/structure shall not be deemed "occupied" simply because the above measures have been taken or are being taken to conform to the requirements of §3(B) of this ordinance.

§4 REGISTRATION

(A) The registration of buildings and payment of fees shall adhere to the schedule of fees and payments outlined in Addendum A of this ordinance and other applicable provisions of this ordinance.

(B) The requirements of this ordinance shall be applicable to each owner of any building that is found to be vacant pursuant to the language contained herein. Each such owner shall cause to be filed with the City:

- 1) a notarized registration statement including the street address and parcel number of each such vacant property/building;
- 2) the names and addresses of all owners, as hereinafter described; and
- 3) any other information deemed necessary by the Building Code Enforcement Department.
- 4) In the event the owner(s) of structure/property deemed vacant does not register the structure, the City of Weston shall cause the structure/property to be registered and in the event the owner(s) do not pay the registration fees then the City shall have the authority to institute legal proceedings consistent with legal remedies identified in this ordinance.

The registration fee(s) as required by this ordinance shall be billed to the owner(s) and shall be paid within thirty (30) days of the date of billing.

(C) For purposes of this ordinance, the following shall also be applicable:

(1) If the owner is a corporation, the registration statement shall provide the names and residence addresses of all officers and directors of the corporation and shall be accompanied by a copy of the most recent annual franchise tax report filed with the secretary of state;

(2) If an estate, the name and business address of the executor of the estate;

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- (3) If a trust, the name and address of all trustees, grantors, and beneficiaries;
- (4) If a partnership, the names and residence addresses of all partners with an interest of ten percent or greater;
- (5) If any other form of unincorporated association, the names and residence addresses of all principals with an interest of ten percent or greater;
- (6) If an individual person, the name and residence address of that individual person.

§5 INSPECTION.

At the time of registration, the Building Code Official, Fire Chief, and Police Chief shall determine whether it is necessary for any or all of them to inspect the structure so as to identify any public safety issues needing addressed. Inspections shall also be available to verify the status of any property concerning occupancy, vacancy, etc. If an internal inspection is deemed necessary, the owner will be notified of the same and arrangements made for the same. If the owner fails or refuses to consent to and arrange for an inspection, the City, before performing any inspection, must seek an administrative search warrant from a court of competent jurisdiction, which shall include the Municipal Court, to authorize inspection of the premises for the purpose of determining the structural integrity of the building, the repairs necessary to ensure its structural integrity and that it will be safe for entry by fire fighters and police officers in time of emergency, and that the building and its contents do not present a hazard to the public during the time that the building remains vacant.

§6 CORRECTIVE ACTION.

The property owners shall be notified in writing of any corrective action deemed necessary for life, safety and building code matters by City officials, the applicable code provisions or regulations, and will be afforded a reasonable time to perform the corrective action. Corrective action concerning the occupancy of vacant structures is discussed later herein.

§7 REGISTRATION GENERALLY.

- (A) On June 1, 2022, all owners of property within the City of Weston that contain a vacant structure, as defined above, shall register the same with the Building Code Enforcement Department. For those structures that subsequently qualify as a vacant structure after June 1, 2022, the owner thereof shall be required to register the structure with the Building Code Enforcement Department within thirty (30) days after the structure is found to meet the definition of a vacant structure. The registration form shall require information from the registrant deemed necessary by the City Manager, Building Code Official, Fire Chief, and Police Chief of the City, so as to ensure that the purposes of this ordinance are met. Specifically, the above named City officers shall have the authority to require that the property owner provide a professional opinion (architect, engineer, etc.) to determine the structural integrity of the building, the repairs necessary to ensure its structural integrity and that it will be safe for entry by fire fighters and police officers in time of emergency, and that the building and its contents do not present a hazard to the public during the time the building remains vacant. The above-named officers shall have the authority to issue orders to the owner for corrective action deemed necessary. The Building Code Official and Fire

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Chief shall rely upon the West Virginia State Building Code and Fire Code, as well as other applicable law, for guidance during any such structural review.

(b) Registration statement and fees; local agent. If none of the vacant structure or vacant property owners at issue are shown at an address within the state, the registration statement also shall provide the name and address of a person who resides within the state and who is authorized to accept service of process on behalf of the owners and who shall be designated as a responsible, local party or agent, both for purposes of notification in the event of an emergency affecting the public health, safety or welfare and for purposes of service of any and all notices or registration statements as herein authorized and in connection herewith. Registration shall be required for all vacant buildings, whether vacant and secure, vacant and open or vacant and boarded, and shall be required whenever any building has remained vacant for 30 consecutive days or more.

In no instance shall the registration of a vacant building and the payment of registration fees be construed to exonerate the owner, agent or responsible party for compliance with any other building code or housing code requirement. One registration statement may be filed to include all vacant buildings of the owner so registering, but each structure constitutes a separate fee. See Addendum A for registration and vacant building fees.

§8 RIGHT OF APPEAL/WAIVER OF REGISTRATION FEE.

(A) Appeal Rights. The owner shall have the right to appeal the imposition of the registration fees to the City Manager. An appeal shall exist upon the filing of an application, in writing, to the Building Code Enforcement Department no later than 15 calendar days after the date of the billing statement. On appeal, the owner shall bear the burden of providing satisfactory objective proof of occupancy as defined in this ordinance.

Within 5 days of receiving an appeal, the Building Code Official shall alert the City Manager to such appeal and the City Manager shall hear said appeal within 30 calendar days of the date the appeal was filed. The City Manager shall provide the parties with adequate notice of any hearing. Parties to the hearing may be represented by another person.

The decision of the City Manager may be appealed to the Weston Municipal Court.

The decision of the Weston Municipal Court may be appealed to any court of competent jurisdiction.

(B) One Time Waiver of Registration Fee A one-time waiver of the registration fee per property/structure is available. A waiver shall not last more than 60 days unless, in his discretion, the City Manager, permits a longer waiver or an extension of any waiver. A party may seek such waiver through the Building Code Enforcement Department. The Building Code Official shall provide such waiver to the City Manager within 5 days of receiving such waiver request. The waiver may be granted by the City Manager or his designee upon review and advice of the Building Code Official and/or other relevant authorities, if the owner:

(1) Demonstrates with satisfactory proof to the City Manager or his designee that he/she is in the process of demolition, rehabilitation, or other substantial repair of the vacant building; and

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(2) Objectively demonstrates to the City Manager or his designee a reasonable anticipated length of time for the demolition, rehabilitation, or other substantial repair of the vacant building;

(3) Provides satisfactory proof to the City Manager or his designee that he/she was actively attempting to sell or lease or rent the property during the vacancy period; or

(4) Provides satisfactory proof to the City Manager, to be evaluated on a case-by-case basis, that the vacancy is temporary and may be due to illness of the owner, active military service, or some other reasonable explanation believed to be short term in nature and document able as necessary.

(c) Within 30 days, or as soon thereafter as possible, after the waiver application is received by the City Manager or his designee, the City Manager or his designee shall grant or deny the waiver or request for extension, in writing, and dispatch the written decision by mail to the owner. If the owner properly submitted an application for a one-time waiver or request for extension to the City Manager or his designee, and the City Manager or his designee rendered a decision which the owner seeks to appeal, the owner may appeal to the Weston Municipal Court. To constitute a timely appeal, the owner must file an application in writing no later than fifteen (15) calendar days from the date of the City Manager or his designee's decision. The Municipal Court shall either grant or deny the appeal. Thereafter the decision of the Municipal Court is final unless within fifteen (15) days of such decision is appealed to a court of competent jurisdiction. Such appeal shall stay any registration and/or payment of registration fees or other actions available to Weston concerning the property/structure at issue related to vacant building registration.

§9 AMENDING INFORMATION.

(a) Duty to Amend Registration Statement. If the status of the registration information changes, it is the responsibility of the owner, responsible party, or agent for the same, to contact the Building Code Enforcement Department with thirty (30) days of the occurrence of such change and advise the Building Code Official in writing of those changes.

(b) Exceptions. This ordinance shall not apply to any building owned by the United States, the state of West Virginia, the City of Weston, or any of their respective agencies or political subdivisions.

(c) Violations and Penalties for Failure to Register. The Building Code Official, or his designee, shall have the authority to determine fine amounts for failure to register a vacant building. The failure or refusal for any reason of any owner, or agent of an owner acting on behalf of the owner, to register a vacant building upon adoption of this ordinance or to pay any fees required to be paid pursuant to the provisions of this ordinance, within thirty (30) days after they become due, shall constitute a violation punishable upon conviction thereof by a fine in the amount of not less than one hundred dollars (\$100.00) nor more than five hundred dollars (\$500.00) for each failure or refusal to pay a required vacant building fee, as applicable. In such cases, whenever the minimum fine of one hundred dollars (\$100.00) is imposed, it shall not be subject to suspension or reduction for any reason. The Building Code Official, or his designee, shall have the authority to suspend or reduce fines that amount to over \$100. The Building Code Official shall use his discretion in suspending or reducing fines. An aggrieved party may challenge such fine Court by using the procedure(s) outlined in §8 of this ordinance.

§10 REINSPECTION.

All vacant structures are subject to reinspection on an annual basis or as deemed necessary pursuant to §5 of this ordinance.

§11 NON-PAYMENT OF FEES/LIENS.

(a) Delinquent Registration Fees as a Lien. After the owner is given notice of the amount of the registration fee due, except for those owners that have properly perfected an appeal pursuant to §8 above, and the owner fails to pay the amount due, said amount shall constitute a debt due and owing to the City and the City may commence a civil action to collect such unpaid debt.

(b) "Lien" or "liens" as used in this ordinance shall arise whenever the fees and charges as described in this ordinance are levied or imposed. The liens created in this ordinance shall be subject to the provisions of relevant federal, state, or municipal law that control liens, legal processes related to liens, and remedies related to liens, or other laws that are related to liens.

(c) If an owner fails to pay the registration fee as assessed and the City begins the collection action to enforce its lien, then the City of Weston shall post the written notice on the property and send the written notice to the owner(s) by certified and regular mail.

(d) The City may take action to sell the subject property by means of forfeiture and the court ordered enforcement process to collect the debt owed the City. The City of Weston shall institute the process of forfeiture in any court of competent jurisdiction, with an aggrieved party having all available rights to appeal said court decision. Should the City take the steps necessary to sell the subject property, the City shall do so, subject to all liens and real and personal property taxes that are due. Purchasers of the subject property shall be similarly responsible for registration pursuant to this ordinance in the same manner as the prior owner and must begin the registration process anew if said property remains vacant.

§12 UNPAID REGISTRATION FEES/LEGAL REMEDIES

For unpaid registration fees, the City of Weston is authorized to take any legal measures necessary and available to obtain any unpaid fees.

Unpaid registration fees will result in the inability of the owner to obtain other city permits (such as building, business, etc.). The Building Code Official may use his discretion to determine any hardship exceptions to this rule.

§13 REGISTRATION FEES USED FOR SPECIFIC PURPOSES

Consistent with West Virginia Code §8-12-16C, all registration fees shall be deposited into their own account and the fees collected shall be used to:

- improve public safety efforts, especially for police and fire personnel, who most often contend with the dangerous situations manifested in vacant properties;
- monitor and administer this program;
- repair, close or demolish a vacant structure as authorized by WV Code §8-12-16.

§14 RELATION TO OTHER CODES AND LAWS.

It is to be understood that the intent and purpose of this Ordinance are separate and distinct from other parts and sections of the Codified Ordinances of the City of Weston and the general laws of the State of West Virginia which may also be applicable. The provisions of this Ordinance are applicable to the owners of such vacant buildings as set forth herein and are in addition to, and not in lieu of, any and all other applicable provisions of Weston City Code, Weston Building Code, or any other applicable provisions of the City of Weston municipal code.

§15 SEVERABILITY.

The provisions of this Ordinance are severable. If any part of this Ordinance is held to be invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect.

ADDENDUM A OF 2022 VACANT STRUCTURE/PROPERTY ORDINANCE
2022-06

Step 1: Building gets registered on Date X and non-refundable registration fee is paid

Step 2: From Date X to the first day of the second full quarter after Date X, owner pays no vacant fees and hopefully gets the building un-vacant (this ensures that no matter what date you register, everyone gets a full quarter to get un-vacant)

Step 3: on first day of second full quarter after Date X, City begins billing owner a vacant property fee

- Bill is quarterly
- Owner responsible for alerting city to the property becoming un-vacant

Step 4: if building becomes un-vacant between Date X and start of second full quarter after Date X, then no vacant fee is charged and registration fee is not refunded

Example:

Quarters begin on: January 1, April 1, July 1, October 1

Building gets registered on March 31, 2022

Owner pays registration fee within 30 days of March 31, 2022

March 31, 2022, is still in 1st quarter

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So, the vacant building fees do not begin to be added up until July 1 → the quarter from April 1 to June 30 is the “grace quarter” if you will

If owner becomes un-vacant in the midst of a quarter, the quarterly fee shall be prorated for that quarter and be paid before removal from registry; removal from registry shall also include a valid certificate of occupancy as proof the structure is not vacant

In the event the owner becomes re-vacant, the same process begins again

Registration Fee

\$250 per property/structure for expenses in operating this program.

\$125 per property/structure if voluntarily registered by owner. The \$250 fee shall remain for any buildings that the City of Weston must register.

Vacancy Fee Structure

Commercial/Industrial

Year 1: \$250/quarter

Year 2: \$500/quarter

Year 3: \$1000/quarter

Year 4: \$2000/quarter

Year 5: \$4000/quarter

Year 6 or longer: \$7000/quarter

Residential

Year 1: \$150/quarter

Year 2: \$300/quarter

Year 3: \$600/quarter

Year 4: \$1200/quarter

Year 5: \$2400/quarter

Year 6 or longer: \$4000/quarter

Weston Vacant Structure and Vacant Property Registration Ordinance

First Reading Feb, 22, 2022

Second Reading _____

Kim Harrison-Edwards, Mayor

Judy Piercy, City Clerk

Ordinance 2022-07

CITY OF WESTON ON-SITE CITATION ORDINANCE

WHEREAS the City of Weston intends to pass an ordinance to create more methods to abate nuisances in the City,

WHEREAS, West Virginia Code §8-12-5(10) authorizes municipalities to prohibit the accumulation and require the disposal of garbage, refuse, debris, waste, ashes, trash, and other similar accumulations whether on private or public property;

WHEREAS, West Virginia Code §8-12-5(23) permits municipalities to provide for the elimination of hazards to public health and safety and to abate or cause to be abated anything which in the opinion of the governing body is a public nuisance;

WHEREAS, the City of Weston has determined that its Municipal Court is better suited to handle particular nuisances issues;

WHEREAS, the City of Weston now adopts the following ordinance, to be known as the “On-Site Citation Ordinance”

§1 ADOPTION

The City of Weston enacts this On-Site Citation ordinance. This ordinance becomes effective the day after it is passed. Any prior On-Site Citation ordinance (“prior codes”) are hereby repealed and replaced with this ordinance. Any penalties or civil actions instituted under prior codes are still in effect until the resolution of such penalties or civil actions.

§2 PUBLIC NUISANCE DEFINED

For the purpose of this article, a public nuisance shall be taken to mean a thing or act, committed or permitted, failure to act, occupation or use of property which:

- (a) Shall annoy, injure or endanger the safety, health, comfort or repose of any number of persons;
- (b) Shall offend the public decency;
- (c) Shall unlawfully interfere with, obstruct or tend to obstruct or render dangerous for passage, any public park, public playground, street, alley or highway; or,
- (d) Shall in any way render any number of persons insecure in life or in the use and enjoyment of their property.

§3 NUISANCES AFFECTING HEALTH.

The following are hereby declared to be public nuisances affecting health:

- (a) All decayed or unwholesome food offered for sale to the public, or kept or maintained so as to be obnoxious.
- (b) All diseased animals running at large.
- (c) All ponds, pools of water, or vessels holding stagnant water in which mosquitoes can breed.
- (d) Carcasses of animals not buried or otherwise disposed of in a sanitary manner within eighteen hours after death.

- (e) Accumulation of manure or rubbish which are breeding places for flies, mosquitoes or vermin.
- (f) Privy vaults and garbage cans which are not fly tight.
- (g) All noxious weeds and other rank growth of vegetation upon public or private property.
- (h) All public exposure of persons having contagious disease.
- (i) All other acts, omission of acts, occupations and use of property which are in fact a menace or detriment to the public health, including nuisances that may also be identified under the West Virginia State Building Code as adopted by the City of Weston.

§4 NUISANCES AFFECTING MORALS.

The following are hereby declared to be public nuisances affecting public morals and decency:

- (a) All gambling devices, slot machines and punchboards, not permitted by State statute.
- (b) All houses, apartments, tenements, or any part or parts thereof, kept for the purpose of prostitution or promiscuous sexual intercourse and houses of ill fame and bawdy houses.
- (c) All places where intoxicating liquors are manufactured, sold, bartered or given away in violation of law, or where persons are permitted to resort for the purpose of drinking intoxicating liquors kept for sale, barter or distribution in violation of law, and all liquors, bottles, kegs, pumps, bars and other property kept at and used for maintaining such a place.
- (d) Any vehicle used for any immoral or illegal purpose.
- (e) All indecent or obscene pictures, books, pamphlets, magazines and newspapers.
- (f) Betting, bookmaking, selling baseball pools, race horse pools, and all apparatuses used in such connection. This ordinance shall not apply to any gambling that the state of West Virginia has deemed to be legal.
- (g) Gambling houses and all poolrooms where minors under the age of eighteen years are permitted to enter and are permitted to loaf and loiter therein; where punchboards, slot machines, race horse pools, baseball pools or any other scheme, device or apparatus is kept and promoted which constitutes a game of chance, gambling device or any other scheme by whatsoever name known which is classed as and is defined by state statute as a game of chance.

§5 NUISANCES AFFECTING PEACE AND SAFETY.

The following are declared to be public nuisances affecting peace and safety:

- (a) All snow and ice not removed from public sidewalks in accordance with rules and regulations promulgated by the City Manager and approved by Council.
- (b) All limbs of trees which project over a sidewalk or street and which are less than eight feet above the surface of such public sidewalk or ten feet above the surface of such street.
- (c) All buildings, walks or other structures which have been damaged by fire, decay or otherwise, and which are so situated as to endanger the safety of the public.
- (d) All explosives, flammable liquids and other dangerous substances stored in any manner or in any amount other than that provided by this Code or other ordinance of the City.
- (e) All use or display of fireworks, except as provided by this Code or other ordinance of the City.
- (f) All loud or unusual noises, either made or permitted to be made or condoned, and annoying vibrations, which offend the peace and quiet of persons of ordinary sensibilities.
- (g) Obstructions and excavations affecting the ordinary use by the public, of streets, alleys and sidewalks, or public grounds, except under such conditions as are provided by this Code or other ordinance of the City.

(h) All hanging signs, awnings and other similar structures over the streets or sidewalks so situated or constructed as to endanger public safety.

(i) The allowing of rainwater, ice or snow to fall from any building or structure upon any street or sidewalk or to flow across any sidewalk.

(j) All barbed-wire fences which are located within three feet of any public sidewalk or thoroughfare.

(k) The distribution of handbills, except as provided by this Code and other ordinance of the City.

(l) All abandoned or discarded items of personal property, junk or collection of equipment exposed to public view, including automobiles, furniture, stoves, refrigerators, freezers, cans, boxes and containers.

§6 DEPOSITING MATERIAL IN WATERWAYS IN THE CITY.

(a) No person shall deposit or throw or cause to be deposited or thrown any offal from any slaughterhouse or any other building or any dead animals or fowl or other deleterious material into the waterways of Weston or its tributaries within the corporate limits of the City.

(b) Upon conviction of a violation of any provision of the first paragraph of this section, the person so convicted shall have a reasonable time to remove the offal or dead animal or fowl or other deleterious material involved in the conviction, within the discretion of the Chief of Police, but such time shall not exceed two (2) days.

§7 COMPLAINTS; NOTICE.

(a) The Police Chief, any police officer, the Chief of the Fire Department, and the City Building Code Official or his designee, shall have the authority to identify nuisances and provide a warning to the alleged violator. Said warning shall give the violator a reasonable amount of time to abate the nuisance. In the event that the alleged violator does not abate the nuisance within the time given, the City official issuing the warning shall issue a citation to the alleged violator.

(b) Upon receipt of a violation, the alleged violator shall:

1. Pay the citation to the City of Weston and alleged violator abate the nuisance; or

2. Appeal the citation to the Weston Municipal Court. The amount of said fine shall be used as bond for Municipal Court purposes. Upon a finding of guilty or upon a failure to appear, the alleged violator shall adhere to whatever resolution the Weston Municipal Court orders, including, but not limited to, the alleged violator forfeiting the bond. If the Weston Municipal Court rules in favor of the alleged violator, the Municipal Court shall release the citation fine/bond amount back to the alleged violator.

(c) Upon issuing a citation, the city official issuing said citation shall provide the Municipal Court with a copy of the citation. This citation shall be considered the alleged violator's notice to appear in Municipal Court. The Municipal Court shall provide the alleged violator a date, time, and place to appear before the Court and to show cause why such nuisance should not be abated. Such notice shall be served, as other legal notices are served, on the owner, lessee, agent, manager in charge, or any servant or employee in charge or control of the premises where the nuisance in question is alleged to exist, at least five days prior to the time set therein for the hearing before Council.

- (d) If the alleged violator does not pay the fine and fails to appear in Municipal Court, then the alleged violator shall be subject to any particular legal measures the Municipal Court deems necessary to address the situation, including but not limited to, any applicable warrant that applies to the situation.

§8 HEARING BEFORE MUNICIPAL COURT

Pursuant to notice, the Court shall conduct a hearing pursuant to this article, at which hearing both the complainant and the person so charged with maintaining such nuisance, together with such witnesses as they may produce shall be fully heard. Upon such hearing a continuance for proper cause shown may be granted at the instance of either party. If upon the hearing of the matter the Court shall determine that such nuisance exists as charged in the complaint, it shall provide an order for its abatement as follows:

- (a) If such nuisance be in a place of business or other establishment for the conduct of which the City has issued a license, then such license may be revoked.
- (b) If the nuisance found to exist be that of conducting a house of ill fame bawdy house, house of prostitution, gambling house, or place for the handling, sale or other disposition of intoxicating liquors contrary to the statutes of the state or the provisions of this Code or other ordinances of the City, the Court order may order said nuisance to be abated within any means authorized by city, state, or federal law.
- (c) If any nuisance be found to exist other than those specially enumerated in subsections (a) and (b) hereof, and the provisions of this ordinance does not provide for its abatement, the Court may issue a warrant, upon the complaint of any official of the City, or any bona fide resident, filed before the Court, and prosecution shall immediately be had of any person shown to be maintaining or harboring such nuisance.

§9 RESPONSIBILITY OF OWNERS, LESSEES, TENANTS.

- (a) Any person having control over any premises upon or in which a nuisance is maintained or harbored in violation of this article whether he be the owner, lessee, sublessee, tenant, occupant or the agent or manager in charge for any such owner, lessee, sublessee, tenant or occupant thereof, shall be subject to the provisions of this article and may be proceeded against in all respects as fully as is provided in the foregoing provisions of this article with reference to the occupant of such premises.
- (b) Prosecutions under this article shall not be deemed to be exclusive, but shall be in addition to all other penalties provided by any other provision of this Code or other ordinance of the City authorizing the prosecution and conviction for any violation of the provisions of this Code or other ordinances of the City, even though the result of the offense charged would be the setting up, maintaining or harboring of a nuisance and within the purview of this article.

§10 FINES AND PENALTIES

For §3, §4, and §5, the fine for a:

- first offense shall be between \$100 and \$250, at the discretion of the Weston Municipal Court;

- second offense for the same nuisance committed within 12 months shall be between \$501 and \$750, at the discretion of the Weston Municipal Court;
- third offense for the same nuisance committed within 12 months shall be between \$751 and \$1000, at the discretion of the Court; and
- Any subsequent offenses shall be penalized in a manner deemed suitable by the Weston Municipal Court, which may include any jail time allowed by law.

The Weston Municipal Court shall have the authority to order the City of Weston, or its designees, to abate any nuisance, with the costs of said abatement being charged as a lien against the property or as a debt to the alleged violator that may be paid by the alleged violator in a manner suitable to the City of Weston.

An alleged violator has the right to appeal any Weston Municipal Court to any court of competent jurisdiction. An alleged violator shall have 14 calendar days to appeal any Weston Municipal Court order related to this ordinance.

§11 RELATIONSHIP TO STATE BUILDING CODE

Nothing in this ordinance is intended to supplant the City’s ability to utilize the Codes Appeals Board for purposes related to enforcement of the West Virginia State Building Code as adopted by the City of Weston. This ordinance is just another mechanism to help identify and abate various public nuisances.

§99 GENERAL PENALTY

Any person who shall knowingly cause or create any public nuisance or permit any public nuisance to be created or to be placed upon or to remain upon any premises owned or occupied by him, shall be guilty of a misdemeanor, and shall, in addition to all other penalties provided for in this ordinance be subject to fines and penalties of other relevant sections of the Weston City Code. After an order for the violator to abate a nuisance has been issued, each day a nuisance is maintained or harbored shall constitute a separate offense and may be proceeded against by separate prosecution until such nuisance is abated.

First Reading _____

Second Reading _____

Kim Harrison-Edwards, Mayor

Judy Piercy, City Clerk

2022-08

Ordinance to Require Payment of Any and All Municipal Fees, Tax, or the Like Before City Licenses and Permits Shall be Issued

WHEREAS, West Virginia Code §8-13-13(a) permits municipalities to impose upon the users of the city service reasonable rates, fees, and charges to be collected in a manner specified in the ordinance;

WHEREAS, the City of Weston is now specifying a manner in which Municipal Fees and Building Code Fees are to be collected;

WHEREAS, the City of Weston now declares that permits related to licenses, permits, and the like shall not be issued unless, and until, the seeker of the license is fully paid on any municipal fee, tax, or the like.

If any portion of this ordinance shall be declared unenforceable, the remaining sections of this ordinance shall remain in effect.

First Reading 2/7/2022

Second Reading _____

Kim Harrison-Edwards, Mayor

Judy Piercy, City Clerk

BID SHEET
CITY OF WESTON, WV
Demolition of Columbia Club Front Addition

PRICING VALID FOR 90 DAYS AFTER AWARD OF BID

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

Address	Demolition	Material Removal	Total
164 Court Street	10,000	10,000	20,000

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Twisted Creations LLC Phone 304-517-7098

WV Contractors License Number WV 055879

Address 519 Sammy Run Rd Roanoke WV 26447

Licensed Asbestos Supervisor _____

Name and Title of Agent _____

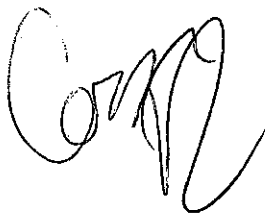
Signature of Authorized Agent _____ Date _____

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____

Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.



3/2/22

BID SHEET
CITY OF WESTON, WV
Demolition of Columbia Club Front Addition

PRICING VALID FOR 90 DAYS AFTER AWARD OF BID

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

Address	Demolition	Material Removal	Total
164 Court Street	Refer to Contract	→	15,660 ⁰⁰ / ₂₂

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Ronald Hamrick Phone 681-443-6655
 WV Contractors License Number Not Applicable
 Address 142 Daylily Dr West Creek WV 26385
 Licensed Asbestos Supervisor Not Applicable
 Name and Title of Agent Ronald Hamrick
 Signature of Authorized Agent Ronald Hamrick Date 2/24/2022

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____
 Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.

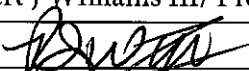
BID SHEET
CITY OF WESTON, WV
Demolition of Columbia Club Front Addition

PRICING VALID FOR 90 DAYS AFTER AWARD OF BID

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

Address	Demolition	Material Removal	Total
164 Court Street	\$20,400	\$4,350	\$24,750.00

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Reclaim Company LLC Phone 304-366-7070
 WV Contractors License Number WV-042918
 Address 200,8th street, Fairmont, WV-26505
 Licensed Asbestos Supervisor Jason Frazier
 Name and Title of Agent Robert J Williams III/ President
 Signature of Authorized Agent  Date 3/1/2022

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____
 Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.

BID SHEET
CITY OF WESTON, WV
Demolition of Columbia Club Front Addition

PRICING VALID FOR 90 DAYS AFTER AWARD OF BID

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

Address	Demolition	Material Removal	Total
164 Court Street	23,260	13,200	36,460

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Moon Light Contracting LLC Phone (304) 588-5203

WV Contractors License Number WV 061415

Address 6578 US Hwy 33 E Glenville, WV 26351

Licensed Asbestos Supervisor _____

Name and Title of Agent _____

Signature of Authorized Agent _____ Date _____

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____

Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.

BID SHEET
CITY OF WESTON, WV
Demolition of Columbia Club Front Addition

PRICING VALID FOR 90 DAYS AFTER AWARD OF BID

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

Address	Demolition	Material Removal	Total
164 Court Street	\$ 38,000	Asbestos \$ 2,600	\$ 40,600

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Superior Environmental Services LLC Phone 304-642-7093
 WV Contractors License Number WV046892
 Address 538 Country Club Rd Buchanan WV 26201
 Licensed Asbestos Supervisor Robert Smith
 Name and Title of Agent Robert Smith owner
 Signature of Authorized Agent [Signature] Date 3-1-22

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____
 Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.

BID SHEET
CITY OF WESTON, WV
Demolition of Columbia Club Front Addition

PRICING VALID FOR 90 DAYS AFTER AWARD OF BID

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

Address	Demolition	Material Removal	Total
164 Court Street	51,200	8,500	59,700

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Deeproots ES LLC Phone 304-531-3771
 WV Contractors License Number WV-483786376
 Address 1855 Hwy 33 West, Weston WV
 Licensed Asbestos Supervisor Jordan Zakavec
 Name and Title of Agent Jordan Zakavec CEO
 Signature of Authorized Agent Jordan Zakavec Date 3-2-22

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____
 Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.

**BID SHEET
CITY OF WESTON, WV
ASPHALT PAVING OF CITY STREETS AND LOTS**

PRICING VALID THRU DECEMBER 31st, 2022

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

BIDS

Price (Per Ton)	\$ <u>113.00</u>	(Estimated at 2000 tons) As per addendum 1-1,240 Tons
Handwork (Per Ton)	\$ <u>155.00</u>	(Where necessary)
Milling (per square yard)	\$ <u>3.75</u>	(Where necessary)

Note: All prices shall include the cost of all items (material, labor, equipment, etc.) related to the installation and preparation as detailed in the General Specifications.

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor Parrotta Paving Co. Inc. Phone 304-292-0905
Address P.O. Box 1259, Dellslow, WV 26531

Name and Title of Agent Randall Parrotta President

Signature of Authorized Agent Randall Parrotta Date 3/2/22

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title _____

Signature _____ Date _____

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.

**BID SHEET
CITY OF WESTON, WV
ASPHALT PAVING OF CITY STREETS AND LOTS**

PRICING VALID THRU DECEMBER 31st, 2022

Bidders should attach all required documents as detailed in the Request for Bids and Bid Specifications to this form as their submittal. Bids missing the required documents shall be considered unresponsive.

BIDS

Price (Per Ton) \$ 160.23 (Estimated at ¹²⁴⁰~~2000~~ tons)
Handwork (Per Ton) \$ 190.00 (Where necessary)
Milling (per square yard) \$ 3.62 (Where necessary)

Note: All prices shall include the cost of all items (material, labor, equipment, etc.) related to the installation and preparation as detailed in the General Specifications.

The undersigned hereby states that he/she read and understands and agrees to the accompanying, Request for Bids, Specifications and Bid Sheet and submits their quotation accordingly.

Contractor North Central Paving, Inc. Phone 304-592-1861 / 304-677-5536
Address 5750 Saltwell Road, Bridgeport, WV 26330
Name and Title of Agent Patricia Johnson, Pres.
Signature of Authorized Agent Patricia Johnson Date 3/2/22

City of Weston (Bid is accepted once approved by Council and an authorized representative of the City signs below)

Name and Title Patricia Johnson, Pres.
Signature Patricia Johnson Date 3/2/22

The City reserves the right to reject any bid received, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bid in part or in its entirety if in the interest of the City. This solicitation of bid is not a formal contract for work to be performed. The City also reserves the right to add or subtract from the quantities of work within reason and not negotiate a change in price.



Spring Cleanup 2022

Spring Cleanup will be starting April 25, 2022 through April 29, 2022.

We will be doing the wards as follows:

Ward I – April 25, 2022

Ward II – April 26, 2022

Ward III – April 27, 2022

Ward IV – April 28, 2022

April 29, 2022 will be to pick something up if it was missed.

No appliances, furniture, air conditioners, mattresses, computers, televisions, tires, paint cans, landscaping debris such as leaves nothing with freon will be collected. All wood must be broken down to small pieces. Items need to be placed in trash bags.

Mountain State Waste will drop off trash bin on April 22, 2022 at the Street Department.



west virginia department of environmental protection

Division of Water and Waste Management
Solid Waste Permitting Unit
601 57th Street SE
Charleston, WV 25304
Phone: 304-926-0465 / Fax: 304-926-0463

Harold Ward, Cabinet Secretary
dep.wv.gov

SOLID WASTE ASSESSMENT FEE EXEMPTION APPLICATION

Please complete and return to:

WV Department of Environmental Protection
Division of Water and Waste Management
Solid Waste Section
601 57th Street SE
Charleston, WV 25301

NOTE: This exemption request must be submitted and signed by the receiving solid waste facility to be valid. This request needs to be at least two weeks prior to the start date.

PROJECT COORDINATOR:

NAME: Tyler Strader
ADDRESS: 102 West Second Street
Weston, WV 26452
TELEPHONE: 304-269-6141

SOLID WASTE FACILITY that has agreed to accept the waste:

NAME: MEADOWFILL LANDFILL INC
LOCATION: 1488 DAWSON DRIVE SUITE 101, BRIDGEPORT, WV 26330
PERMIT NUMBER: SWF1032-98
CONTACT PERSON: KELLI SEKELA KSEKELA@WM.COM

NAME OF PROJECT and brief description of the type and estimated amount of waste (in tons), including the county it will take place:

Spring Cleanup - only household goods -approximately 100 tons - Lewis County (only in city limits)

PROJECT DATES:

Beginning Date: April 25, 2022

Ending Date: April 29, 2022

TYPE OF PROJECT:

- PPOD/Open Dump Reclamation
- Adopt-A-Highway Program
- County Sponsored Clean-up Project
- City of Community Sponsored Clean-up Project
- Solid Waste Authority Sponsored Clean-up Project
- Adopt-A-Dump Program
- Other (Please Describe)

I hereby declare that the information in this application is accurate and true to the best of my knowledge and belief. I understand that the filing of false, inaccurate, or misleading information is grounds for the revocation of the exemption.

Signature of Solid Waste Facility Representative

Date

We will process your personal information (email address, mailing address and/or telephone number) in accordance with the State of West Virginia's Privacy Policy for appropriate and customary business purposes. Your personal information may be disclosed to other State agencies or third parties in the normal course of business or as needed to comply with statutory or regulatory requirements, including Freedom of Information Act requests. The Division of Water and Waste Management will appropriately secure your personal information. If you have any questions about our use of your personal information, please contact the DEP's Chief Privacy officer at depprivacyofficer@wv.gov.

Amendment to Weston City Code Providing for a Planning Commission

WHEREAS, the City of Weston wishes to update its rules and regulations concerning the Weston Planning Commission;

WHEREAS, this ordinance shall control the issues addressed in this ordinance and shall not repeal or replace any other issues not addressed in this ordinance that may be addressed in prior ordinances;

WHEREAS, the City of Weston now promulgates the following ordinance concerning the Planning Commission:

§1 Membership and Term of Membership

The Planning Commission shall consist of nine (9) members. The membership makeup shall be consistent with requirements found in West Virginia Code §8A-2-3, or subsequent code sections that replace or alter §8A-2-3.:

- a) One member of the Planning Commission must be a member of the municipal governing body (i.e. City Council), or its designee. The term of this member shall last as long as the member holds her position in the governing body.
- b) One member of the Planning Commission must be a member of the administrative department of the municipality (i.e. City Manager controls the administrative department), or its designee. The term of this member shall last as long as the person holds her position in the City administration.
- c) Other members of the Planning Commission must be:
 - (1) Residents of the municipality; and
 - (2) Qualified by knowledge and experience in matters pertaining to the development of the municipality.
- d) At least three fifths of all of the members must have been residents of the municipality for at least three years prior to nomination or appointment and confirmation.
- e) The members of a municipal planning commission must fairly represent different areas of interest, knowledge and expertise, including, but not limited to, business, industry, labor, government and other relevant disciplines.
- (f) The Mayor of the City shall be an ex officio member and shall count towards the nine (9) member requirement. The Mayor shall have voting rights as any member.
- g) Members shall serve without compensation but may be reimbursed reasonable and necessary expenses actually incurred in performance of their official duties.
- h) Members shall serve three-year terms. Vacancies shall be filled for the unexpired term and made in the manner consistent with §2 of this Ordinance.

i) in the event the Commission President becomes unable or unwilling to perform the roles of President, the Vice President shall become President. If the President's inability to perform his duties results in his removal, then the Vice President shall become President and the nomination and confirmation of a replacement member shall begin.

§2 Nomination of Members

Pursuant to West Virginia Code 8A-2-3(i), the nomination of members shall be made by the administrative authority of the City of Weston. The administrative authority of the City of Weston rests on the City Manager. The City Manager shall nominate members of the Planning Commission. The City Manager shall defer nomination of the City Council representative to the judgment and majority decision of the City Council.

Upon nomination, the Governing Body of the City of Weston (i.e. City Council) shall, by majority vote, confirm or reject nominations presented by the City Manager.

§3 Removal of Members

Pursuant to West Virginia Code §8A-2-3(k), the governing body may establish procedures for removal of members of the planning commission for inactivity, neglect of duty, or malfeasance. The City Council now determines that a member of the Planning Commission may be removed from the Planning Commission for inactivity, neglect of duty, or malfeasance. The procedure for removing a member shall be as follows:

- a) Upon belief of inactivity, neglect of duty, or malfeasance, the City Manager shall bring such issue to the attention of City Council.
- b) The City Council, if it finds inactivity, neglect of duty, or malfeasance to exist, shall issue a written warning to the member at issue. Such warning may be delivered personally or via certified mail to the member's last known address. The warning shall state the reasons why City Council is considering removing the member. The warning shall further state a reasonable time and place whereby the member may appear before the City Council and be heard on the matter.
- c) After such appearance, or failure to appear as the case may be, the City Council shall determine whether or not to remove the member. The City Council's discretion shall rule in determining if inactivity, neglect of duty, or malfeasance has occurred. Such removal shall be effective immediately upon City Council providing a majority vote to remove the member. Such removal shall be considered a vacancy and shall be filled in the same manner as described in §2 of this ordinance.

§4 Regular Meetings

Regular Meetings of the Planning Commission shall be held at least quarterly on dates to be determined as needed. Regular meetings will start at 4:30pm. When a meeting date falls on a legal holiday, the meeting shall be held on the day following unless otherwise designated by the Commission.

§5 Special Meetings

Pursuant to West Virginia Code §8A-2-7(b), the Commission may hold special meetings. Notice of the special meeting must:

- Be in writing;
- Include the date, time, and place of the meeting;
- And be sent to all members at least two days before the special meeting.

Written notice of a special meeting is not required if the date, time, and place of the special meeting were set at a regular meeting.

Notice for special meetings shall, if applicable, adhere to relevant Notice requirements of the West Virginia Code and West Virginia Ethics Commission.

§6 Quorum

A quorum of members must be present in order to conduct a meeting. "Present" includes physically present or present via telephone call or present via internet meeting programs (such as Zoom and the like). Any attendance issues shall be resolved by the President of the Commission.

§7 Majority Votes

When a quorum exists, a majority vote of the quorum shall be required for motions to be passed/adopted.

§8 Officers and Election of Officers

The Planning Commission shall elect, from its members, a president and vice president. Said election shall occur at the first regular meeting each year. For purposes of defining when a "year" starts, the Planning Commission year begins on January 1.

The Planning Commission is free to create other offices/officers and fill those positions via rules adopted by the Planning Commission and approved by City Council.

§9 Duties of the Governing Body Relative to the Planning Commission

Pursuant to West Virginia Code §8A-2-10, the City Council shall provide the planning commission with:

- a) Suitable offices for the holding of meetings and the preservation of plans, maps, documents and accounts; and
- b) Appropriate money to defray the reasonable expenses of the planning commission;

§10 Planning Commission May Accept Gifts, Funds, and Donations

Pursuant to West Virginia Code §8A-2-11, the Planning Commission is authorized to accept gifts, funds, and donations. Said gifts, funds, and/or donations shall be deposited with the appropriate governing body into a special nonreverting planning commission fund for expenditures by the Planning Commission for the purpose designated by the donor.

§11 Powers and Duties of the Planning Commission

Pursuant to West Virginia Code §8A-2-11, the Planning Commission has the following powers and duties:

- (a) Exercise general supervision for the administration of the affairs of the commission;
- (b) Prescribe rules and regulations pertaining to administration, investigations and hearings:
Provided, That the rules and regulations are adopted by the governing body;
- (c) Supervise the fiscal affairs and responsibilities of the commission;
- (d) With consent from the governing body, hire employees necessary to carry out the duties and responsibilities of the planning commission: Provided, That the governing body sets the salaries;
- (e) Keep an accurate and complete record of all planning commission proceedings;
- (f) Record and file all bonds and contracts;
- (g) Take responsibility for the custody and preservation of all papers and documents of the planning commission;
- (h) Make recommendations to the appropriate governing body concerning planning;
- (i) Make an annual report to the appropriate governing body concerning the operation of the planning commission and the status of planning within its jurisdiction;
- (j) Prepare, publish and distribute reports, ordinances and other material relating to the activities authorized under this article;
- (k) Adopt a seal, and certify all official acts;
- (l) Invoke any legal, equitable or special remedy for the enforcement of the provisions of this article or any ordinance, rule and regulation or any action taken thereunder;
- (m) Prepare and submit an annual budget to the appropriate governing body by February 15 of the calendar year;
- (n) If necessary, establish advisory committees;
- (o) Delegate limited powers to a committee composed of one or more members of the commission;
- (p) Contract for special or temporary services and professional counsel with the approval of the governing body. Upon request, a county prosecuting attorney, the county surveyor, the county engineer, or any other county or City employee may render assistance and service to a planning commission without compensation;
- (q) Consider and address issues that the governing body deems necessary or desirable for the Planning Commission to review and make recommendations;

(r) Any and all powers that the laws and regulations of West Virginia give to a Planning Commission

§12 Severability

In the event that any portion of this ordinance shall be declared void or the like, the remaining parts of the ordinance shall remain in effect.

First Reading _____

Second Reading _____

Kim Harrison-Edwards, Mayor

Judy Piercy, City Clerk

Pursuant to West Virginia Code §8-5-11, the City of Weston has the authority to prescribe positions to be filled by election, appointment, or employment;

Pursuant to West Virginia Code §8-5-11, the City of Weston has the authority to determine the number, method of selection, tenure, qualifications, residency requirements, powers, and duties of municipal officers and employees;

That the City of Weston wishes to create the position of Community Development Director/Assistant Finance Director (“Director”);

That the position of Director does not fall within the parameters of an “Appointed Officer” as contemplated in the 2003 Weston City Charter Section 4(C);

That the position of Director shall be an at-will employee and be considered a City Employee and be a non-appointed employee as indicated in the City of Weston Employee Handbook;

That the City of Weston wishes to select the Director from applicants who apply for the position;

That the City of Weston, through its power of “method of selection,” shall, through its City Manager, select a candidate, and then the Common Council shall approve or disapprove such selection;

That the approval or disapproval by the Common Council shall occur at the next available City Council meeting once the City Manager has chosen a candidate;

That the concepts of tenure, qualifications, residency requirements, powers, and duties of Director shall be included as an attachment to this Ordinance;

That the first year pay for the Director shall not exceed \$40,000;

That the Director’s pay may increase or decrease every year thereafter based on budget reasons;

That this Ordinance is intended to allow the City of Weston to adjust the pay of the Director as needed without necessarily passing a new ordinance;

The City Manager shall have the authority to adjust Director’s pay within the parameters of the City budget;

That the Director shall be subject to the rules and policies as outlined in the City of Weston Employee Handbook in effect as of the date of hire;

That the City of Weston, through its Common Council, may eliminate the position of Director as the need arises;

That if any portions, pieces, or words of this Ordinance are defective, or become defective in any way, then the remaining portions of this Ordinance shall remain in effect.

First Reading _____

Second Reading _____

_____(Mayor)

_____(City Clerk)

GENERAL STATEMENT OF DUTIES- Leads the forward development of City services and programs through event planning and organization, grant writing and administration and providing a liaison between various City boards and commissions. The Community Development Director/Assistant Finance Director will be a part of the non-appointed management team of the City of Weston in accordance with West Virginia State Law, Weston City Charter and the Codified Ordinances of the City of Weston. Requires the exercise of considerable discretion and independent judgment. Duties included, but are not limited to the following:

1. Attends regular meetings of the City Council as required by the City Manager
2. Update the City's webpage and social media as needed and develop other means and formats for public engagement
3. Staff liaison to the Weston Planning Commission and Historic Landmarks Commission
4. Liaison and director of programming for the Parks and Recreation Board
5. Assist the City Manager in the writing and administration of grants by the City of Weston and other boards and commissions as deemed appropriate
6. Coordinate and assist the Mayor, City Council and the City Manager in matters related to press releases and public relations
7. Work as the City's point of contact for lobbying efforts with Federal, State, WV Municipal League and other political groups for the furtherment of the City's interests
8. Develop and direct programs for new residents and new business recruitment to the City
9. Organize and represent the City in economic development initiatives, recognition ceremonies and the like
10. Oversee the utilization and rental of City facilities such as parks, event and cultural centers, and other city assets
11. Work with community interest groups and other outside agencies in beautification and other projects
12. Coordination and organization of leagues and associations such as gardening clubs, adult sports leagues, and other groups as interest dictates
13. Involvement with housing efforts and authorities, future land reuse agencies and outside community groups in the redevelopment of dilapidated and neglected properties and neighborhoods
14. The development and management of an annual city festival and event schedule with local and regional entities for the purposes of increasing interest in the City and its stakeholders
15. Assist the City Manager and Finance Director in the daily administration of the finance department in the realms of payroll, business tax collection, municipal fees, accounts payable, budget reporting and preparation and the like
16. Provide management and oversight of the City pension reporting
17. Other duties and activities that may be deemed by the Council and/or City Manager as needed from these array of tasks

REQUIRED KNOWLEDGE, SKILLS. AND ABILITIES: Knowledge of the Weston City Charter as it relates to the responsibilities of the various boards and commissions and their operation. Knowledge of computerized systems for budgeting, drafting of city documents and archiving of work products.

Knowledge of the day to day operations of the city government and local municipal laws and procedures along with day to day City Hall office procedures. Skill in ensuring that information is properly identified and/or accurately reported. Skill in the operation of personal computer and the use application software. Skill in preparation and maintenance of a variety of complex records, reports and files. Skill in identifying and maintaining the confidentiality of sensitive and important information while using diplomacy and tact. Ability to make decisions in an independent manner within the confines of the laws, ordinances, policies and procedures. Ability to establish and maintain effective working relationships with elected City officials, department heads, employees, and the public. Ability to organize and prioritize workload and manage multiple projects at the same time.

ACCEPTABLE EXPERIENCED TRAINING: Graduation from high school or GED, supplemented by courses from a college or university in public or related field; or any equivalent combination of experience or training. A bachelor's degree or greater in finance, marketing, public relations, parks and recreation or community development strongly preferred.

ESSENTIAL JOB FUNCTIONS: Ability to write, speak, hear and read; close vision, prolonged sitting; eye-hand coordination; mathematical calculations; interpersonal communications skills; receiving and giving instructions; long and short term memory; decision making; directing others; working with the public; stress of meeting frequent deadlines; performing a variety of duties.

PHYSICAL DEMAND LEVEL: Sedentary

FLSA CLASSIFICATION: Non Exempt

Revised March 2022

I, _____, have received, reviewed and fully understand the job description for the Community Development Director/Assistant Finance Director, for the City of Weston. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described.

Employee Signature

Date

	FY21	FY 22		FY22 to 2/28/22	FY23		
Revenue	Actual	Budgeted	Revision #1		Proposed		
295	Nonspendable Fund Balance	\$	5,000				
296	Restricted Fund Balance						
297	Committed Fund Balance						
298	Assigned Fund Balance						
299	Unassigned Fund Balance	\$	950,000	\$ 1,034,085	\$ -	\$ 850,000	
301	Property Taxes--Current Expense	\$	400,068	\$ 399,074	\$ 399,074	\$ 278,850	\$ 410,284
302	Taxes Penalties, Interest and Publication Fees	\$	9,631	\$ 5,000	\$ 5,000	\$ 10,579	\$ 5,000
303	Gas and Oil Severance Tax	\$	6,561	\$ 5,750	\$ 5,750	\$ 7,291	\$ 6,500
304	Excise Tax on Utilities	\$	300,745	\$ 320,000	\$ 320,000	\$ 220,054	\$ 320,000
305	Business and Occupation Tax	\$	498,744	\$ 450,000	\$ 450,000	\$ 422,971	\$ 475,000
306	Wine and Liquor Tax	\$	66,388	\$ 59,000	\$ 59,000	\$ 42,943	\$ 59,000
307	Animal Control Tax	\$	1,058	\$ 1,000	\$ 1,000	\$ 894	\$ 900
310	Coal Severance Tax	\$	-	\$ -	\$ -	\$ -	\$ -
314	Sales Tax	\$	427,709	\$ 575,000	\$ 575,000	\$ 490,166	\$ 595,000
320	Fines, Fees and Court Costs	\$	11,609	\$ 5,000	\$ 5,000	\$ 5,214	\$ 5,500
321	Parking Violations	\$	290	\$ 500	\$ 500	\$ 160	\$ 250
323	Licenses	\$	13,095	\$ 10,500	\$ 10,500	\$ 13,284	\$ 12,000
326	Building Permit Fees	\$	11,698	\$ -	\$ -	\$ 16,036	\$ 10,000
327	Miscellaneous Permits	\$	75	\$ -	\$ -	\$ 25	\$ -
328	Franchise Fees	\$	33,390	\$ 37,500	\$ 37,500	\$ 22,153	\$ 33,000
329	Inspeciton Fees	\$	-	\$ -	\$ -	\$ -	\$ -
330	IRP Fees (Interstate Registration Plan)	\$	140,415	\$ 35,000	\$ 35,000	\$ 72,248	\$ 50,000
335	Private Liquor Club Fee						
336	Cemetery Revenues		\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
340	Parks & Recreation				\$ -	\$ -	\$ 100
341	Municipal Service Fees	\$	291,921	\$ 282,000	\$ 282,000	\$ 287,215	\$ 282,000
342	Parking Meter Revenues	\$	1,391	\$ 1,000	\$ 1,000	\$ -	\$ 100
343	Off Street Parking	\$	2,580	\$ 3,000	\$ 3,000	\$ 2,710	\$ 2,700
344	Collection of Deliquent Accounts	\$	700	\$ -	\$ -	\$ 322	\$ -
347	Jail Fees		\$ -	\$ -	\$ -	\$ -	\$ -
348	Special Assessments		\$ -	\$ -	\$ -	\$ -	\$ -
350	Refuse Collection		\$ -	\$ -	\$ -	\$ -	\$ -
351	Police Protection Fees		\$ -	\$ -	\$ -	\$ -	\$ -
352	Fire Protection Fees		\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -
353	Planning Commission Revenue		\$ -	\$ -	\$ -	\$ -	\$ -
354	Landfill/Incinerator Fees		\$ -	\$ -	\$ -	\$ -	\$ -
355	Street Fees		\$ -	\$ -	\$ -	\$ -	\$ -
357	Housing Program Revenues		\$ -	\$ -	\$ -	\$ -	\$ -
358	Civic Center/Coliseum		\$ -	\$ -	\$ -	\$ -	\$ -
359	Floodwall Fees		\$ -	\$ -	\$ -	\$ -	\$ -
361	Charges for Services		\$ -	\$ -	\$ -	\$ 360	\$ -
362	Charges to Other Entities		\$ -	\$ -	\$ -	\$ -	\$ -
363	Ambulance Fees		\$ -	\$ -	\$ -	\$ -	\$ -
365	Federal Government Grants		\$ -	\$ -	\$ -	\$ -	\$ -
366	State Government Grants		\$ -	\$ -	\$ -	\$ -	\$ -
367	Other Grants	\$	265,428	\$ -	\$ -	\$ 508	\$ -
368	Contributions from Other Entities		\$ -	\$ -	\$ -	\$ -	\$ -
369	Contributions from Other Funds		\$ -	\$ -	\$ -	\$ -	\$ -
370	Charges to Other Funds		\$ -	\$ -	\$ -	\$ -	\$ -
371	Payment in Lieu of Taxes		\$ -	\$ -	\$ -	\$ -	\$ -
372	Federal Payment in Lieu of Taxes		\$ -	\$ -	\$ -	\$ -	\$ -
373	Flood Reimbursement		\$ -	\$ -	\$ -	\$ -	\$ -
374	Payroll Reimbursements		\$ -	\$ -	\$ -	\$ -	\$ -
375	Transfers from Rainy Day Fund		\$ -	\$ -	\$ -	\$ -	\$ -
376	Gaming Income	\$	8,429	\$ 7,500	\$ 7,500	\$ 6,797	\$ 8,500
377	Capital Lease Revenues		\$ -	\$ -	\$ -	\$ -	\$ -
378	Municipal Specific		\$ -	\$ -	\$ -	\$ -	\$ -
379	Gain/Loss on Sale of Fixed Assets		\$ -	\$ -	\$ -	\$ -	\$ -
380	Interest Earned on Investments		\$ -	\$ -	\$ -	\$ -	\$ -

381	Reimbursements	\$ 118,170	\$ 102,084	\$ 102,084	\$ 53,775	\$ 50,000
382	Refunds and Rebates	\$ 1,284	\$ 1,500	\$ 1,500	\$ 800	\$ 1,200
383	Sale of Fixed Assets	\$ 143	\$ -	\$ -	\$ 1,473	\$ -
384	Sale of Materials	\$ -	\$ -	\$ -	\$ -	\$ -
385	Commissions	\$ -	\$ -	\$ -	\$ -	\$ -
386	Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
387	Filing Fees	\$ -	\$ -	\$ -	\$ -	\$ -
388	Library Fees	\$ -	\$ -	\$ -	\$ -	\$ -
389	Accident Reports	\$ 2,370	\$ 2,000	\$ 2,000	\$ 2,550	\$ 2,000
390	Bingo Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
391	Recycling Program	\$ -	\$ -	\$ -	\$ -	\$ -
392	Property Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -
393	Interest on Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -
394	Confiscated Property	\$ -	\$ -	\$ -	\$ -	\$ -
395	Employees Retirement Contribution (Pol&Fire)	\$ -	\$ -	\$ -	\$ -	\$ -
396	Fair Market Value	\$ -	\$ -	\$ -	\$ -	\$ -
397	Video Lottery (LVL)	\$ 23,333	\$ 20,000	\$ 20,000	\$ 13,883	\$ 20,000
398	Proceeds from Sale of Bonds	\$ -	\$ -	\$ -	\$ -	\$ -
399	Miscellaneous Revenues	\$ 1,896	\$ -	\$ -	\$ 110	\$ -
		\$ 2,639,122	\$ 3,288,408	\$ 3,367,493	\$ 1,973,372	\$ 3,199,034