

**MINUTES OF THE MARCH 2, 2020**  
**REGULAR MEETING OF WESTON CITY COUNCIL**

1. The March 2, 2020 meeting of the Weston City Council was called to order at the Lewis County Courthouse located at 110 Center Avenue, Weston, West Virginia at 6:00 p.m. by Mayor Kim Harrison.
2. The Mayor then asked for a moment of silent meditation, and then asked Lacy Moody Pratt to lead in reciting the Pledge of Allegiance.
3. Mayor Harrison then asked for roll call. Present in person at the meeting were Councilman Steve Weaver, Councilman Randy Bohan, Councilman Gary Foster, and Councilman Herb Curtis, City Clerk Kristin Droppleman Donaldson, Police Chief Josh Thomas, Building Inspector/Street Commissioner Bryan Reed, and Sanitary Board Director Dee Evans.

**Mayor Kim Harrison asked for a motion to amend the agenda to add the Cemetery Board under 6a and to add the appointment for Shirley Burkhart to the Cemetery Board under New Business (L). Councilman Gary Foster made a motion to amend the agenda as the Mayor requested; Councilman Steve Weaver seconded the motion; motion carried.**

4. ***Approval of Minutes and Reports***

The minutes from the regular session, special session and work session meetings from February were approved with the following corrections:

Special Session February 24, 2020 under New Business #3 it should read “Councilman Gary Foster rescinded his motion”

Councilman Randy Bohan wanted to verify that the vote regarding the Mayor being HR and the City Clerk reporting directly to council from the regular session of council in February was unanimous. All council members said yes.

5. ***PRESENTATIONS*** – Katherine Johnson spoke briefly to council about the importance of the census. She gave each councilman a packet of information and asked that we reach out to the City and express how important it is for everyone to submit the requested information. City Clerk, Kristin Droppleman Donaldson will put information out on the City’s Facebook page.

6. ***CITY BOARDS, COMMITTEES, OUTSIDE AGENCY REPORTS:***

***a. Reports***

- Planning Commission – Anna Cardelli stated they are planning a meeting for April 14, 2020 at 4pm at the Senior Center. She also informed council that the BZA still has 4 openings.
- Historic Landmarks Commission – Anna Cardelli spoke on behalf of the landmarks commission as well; she informed council they did not have a quorum for last month’s meeting. The meeting for March is scheduled for the 12<sup>th</sup> at TALA at 5:30pm
- Parks and Recreation – Mayor Kim Harrison stated the parks and rec board met on February 7<sup>th</sup> at the City building. Connie Riffle stated at the meeting she would like to get more tables and another pavilion at Polk Creek Park. She said there was money in the account at SJMH to purchase those. Mayor Harrison also stated that Ray Smith and his son agreed to do the electrical work at Polk Creek Park and WVAWC is going to put in a bottle filling station as well. Mayor Harrison stated she contacted American Legion Post 4 and they are donating a flag for the park. Also, Johnny Goodwin is going to volunteer to help out with Lively Park.
- Weston Arts Council – Jill Stewart spoke on behalf of the Arts Council and informed council that they have been at a standstill for about a year due to personal issues. She said they are currently working on getting children’s art work displayed around town. She is hoping to get things moving again soon.
- URA – No report given however; Anna Cardelli stated that we need volunteers for that board.
- LCEDA – Mayor Kim Harrison did not attend last week’s meeting but will pass on information once it is available to her.

***b. Vacancies (applications available at City Hall)***

7. ***WESTON SANITARY BOARD REPORT***

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WSB Director Dee Evans provided an update on current projects (report attached). Dee also stated that the board approved the bid on the lease for a jet truck. She said they should have it within 30 – 45 days. The stormwater fund is currently at \$165,252.45

**8. CITY MANAGER REPORT**

- 1. Finance Report** - City Clerk, Kristin Droppleman Donaldson informed council that she received the finance report from Suttle and Stalnaker earlier today but she did include a check register in their packets so they would have an idea of what money went out during the month of February. Mayor Harrison asked if there were any questions from council in regards to the finance report. Mayor Harrison also informed the public that some things regarding the finances have come to their attention. She stated that City Clerk Kristin Droppleman Donaldson has been keeping council informed. The City received a grant from the DEP last year and the financial reports were never filed. The options were to turn in the report or pay back the grant to the DEP. Unfortunately, the receipts could not be found to support the financial report so the City had to pay back the grant in the amount of \$1,393.00. The City recently had a meeting with the accountants to discuss the audit preparation. It was found during the audit prep that the City's properties were never listed on the financials for an audit. Councilman Gary Foster got the City's properties and they are now at the City building for future audits. Also, the City is currently past due on the 911 contract by \$23,100.00; however City Clerk, Kristin Droppleman Donaldson has reached out to the County for a payment arrangement. Mrs. Donaldson stated that she has not heard back from the County as of today.
- 2. Department Reports** – Mayor Harrison informed Council that the Fire Department and Street Department reports are in their packets for review. Mayor Harrison also thanked Bernie McCourt with the WSB for setting up a meeting with a contractor in regards to the Mid Ave/North River slip. Councilman Gary Foster also spoke briefly about the Mid Avenue slip. Mayor Harrison then asked if anyone had any questions for the departments and Councilman Gary Foster asked how pays for the 880lbs of trash that was removed by the Street Department. Bryan Reed, street commissioner, stated that the property owners would be invoiced. Councilman Herb Curtis asked Mr. Reed if the new truck plow was installed; Bryan stated yes it was completed. Councilman Curtis also asked about the use of the dumpster at the street department. Bryan said they have cleaned up a lot around the shop and the dumpster is almost full. Councilman Gary Foster asked about the bricks and giving them to the public. Bryan stated that they are planning to move the bricks outside the fence so anyone that wants some can have them. Councilman Curtis then asked Bryan if the blue truck was done and Bryan assured him that yes it was done.

Councilman Herb Curtis made a motion to approve the department reports; Councilman Gary Foster seconded the motion; motion carried.

**9. UNFINISHED BUSINESS**

1. Second reading of an ordinance de-authorizing the Arts Council as a City Board/Commission – Mayor Kim Harrison asked that the second reading be table due to new information provided to her prior to the meeting. Councilman Gary Foster made a motion to table the second reading; Councilman Herb Curtis seconded the motion; motion carried.

**10. NEW BUSINESS**

1. Remove Chad Minnick from all City of Weston accounts – Councilman Herb Curtis made a motion to remove Chad Minnick from all City accounts; Councilman Randy Bohan seconded the motion; motion carried.

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2. Timothy Center Coffee House – Nonconforming Use: consideration of an amendment to the Zoning Ordinance to allow such a use – Councilman Gary Foster made a motion to approve the amendment adding ‘coffee house’ to the zoning ordinance; Councilman Steve Weaver seconded the motion’ motion carried.
3. Approve/deny First reading of the amended zoning ordinance – Councilman Gary Foster made a motion to table the first reading until further information is provided by legal counsel, Molly Poe; Councilman Herb Curtis seconded the motion; motion carried.
4. Approve/deny March for Meals Proclamation – Mayor Kim Harrison read the proclamation “March for Meals”. Councilman Steve Weaver made a motion to approve the proclamation; Councilman Herb Curtis seconded the motion; motion carried.
5. Approve/deny hiring temporary Street Department Employee, Andrew Turner, as a full time employee – Councilman Randy Bohan made a motion to hire the temporary employee as a full time employee at the street department; Councilman Steve Weaver seconded the motion; motion carried. City Clerk, Kristin Droppleman Donaldson then informed council she needed a pay rate for the employee. Councilman Herb Curtis made a motion to set the pay rate for the employee at \$12.00/hr; Councilman Randy Bohan seconded the motion; motion carried.
6. Approve/deny Weston Police Department policy – Mayor Harrison stated the policy is currently being looked over by legal counsel and we are waiting on their response. Councilman Steve Weaver made a motion to table the approval of the police policy; Councilman Randy Bohan seconded the motion; motion carried.
7. Approve/deny Weston Police Department rank structure – Councilman Randy Bohan made a motion to approve the Police department rank structure; Councilman Steve Weaver seconded the motion; motion carried.
8. Approve/deny to bid the gradall – Street Commissioner, Bryan Reed stated that it is a big piece of equipment that the street department doesn’t need. City Clerk Kristin Droppleman Donaldson stated it was put out for bid a couple years ago with no interest. After the bidding was closed she was approached by an individual how offered the City \$200.00 for it. Councilman Bohan said junk prices we would get around \$2,000.00 for it. Councilman Randy Bohan made a motion to table the bidding until there is more research done on the equipment; Councilman Steve Weaver seconded the motion; motion carried.
9. Appoint Deborah Harris to the Zoning board and the Historic Landmarks Commission – Councilman Gary Foster made a motion to appoint Deborah Harris to the Zoning and Historic Landmarks commission; Councilman Steve Weaver seconded the motion; motion carried.
10. Appoint Steve Weaver to the Planning Commission – Councilman Steve Weaver stated that he is recusing himself from the vote. Councilman Gary Foster made a

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motion to appoint Councilman Steve Weaver to the Planning commission;  
Councilman Randy Bohan seconded the motion; motion carried.

11. Approve/deny advertising for building inspector's position – City Clerk, Kristin Droppleman Donaldson said she would send council the ad she currently has for the building inspector for approval before sending it to the paper. Councilman Herb Curtis made a motion to approve advertising the building inspector's position; Councilman Steve Weaver seconded the motion; motion carried.
12. Appoint Shirley Burkhart to the Weston Cemetery Board – Councilman Gary Foster made a motion to appoint Shirley Burkhart to the Cemetery Board; Councilman Herb Curtis seconded the motion; motion carried.

**11. VISITORS SECTION**

1. Bill and Barb Tucker- Mrs. Tucker did not realize signing in resulted in her speaking. However; she spoke briefly about her job and the presentations she gives regarding adolescent health.
2. Jill Stewart – Ms. Stewart stated she also signed in not realizing it was to speak. She did use this time to ask council if they had any questions regarding the arts council at this time. Anna Cardelli then asked Jill when the next meeting was scheduled for and Jill informed her that there is nothing scheduled yet.
3. Ashley Montgomery and Jena Whiston – Ashley thanked council and the community for all the help with the HGTV contest. She also touched on the contest briefly. She then informed council and the audience that there is going to be a Minuteman Collaborative meeting at the Coffee House on Monday March 23 at 5:30. She also stated there is an event coming up on March 29 involving the businesses downtown. Councilman Gary Foster stated that council and the community owe Ashley and Jena a thank you for everything they have done.

**12. MAYOR AND COUNCIL REPORTS**

1. Mayor Kim Harrison- Mayor Harrison stated she attended multiple meetings during the month of February including an employee meeting, parks and rec, cemetery board meeting, as well as the Sanitary board meeting and a meeting with Skull House, the company that designed the City's new logo. Mayor Harrison then thanked Barb Tucker for speaking.
2. Councilman Steve Weaver – Councilman Weaver stated that he also attended the Skull House meeting; he also attended the Minuteman Collaborative meeting. Councilman Weaver said he then dealt with concern forms for his Ward.
3. Councilman Randy Bohan – Councilman Bohan stated that he thought the West Second Street project was finished. He also said that once the weather breaks they will be back to fix the road. He also spoke briefly about the Polk Creek bridge saying we still don't have a date when that project will begin.
4. Councilman Gary Foster – Councilman Foster said that he attended multiple meetings during the month of February. Also, he informed council that the Assessor's office is willing to help the City with finding the owners of properties of dilapidated houses or properties that have been sold for taxes. Councilman Foster also said that he is going to start reaching out to the DOH in regards to the Polk Creek Bridge.
5. Councilman Herb Curtis – Councilman Herb Curtis said he also attended the employee meeting which he said was to bring everyone together and find out what issues department may be having. He also said he felt the police progression chart will have a positive impact on the department. He also stated that he has been working with Malissa Henline on some property complaints in his Ward. Councilman Gary Foster wanted to thank all the first responders. He said there is a shortage everywhere and we need to show them our appreciation.

**13. Adjournment**

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Councilman Herb Curtis made a motion to adjourn the meeting at 7:35pm; Councilman Steve Weaver seconded the motion; motion carried.

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Kim Harrison, Mayor  
City of Weston

ATTEST:

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Kristin D. Donaldson, Clerk  
City of Weston