



City of Weston, WV
Regular Session City Council Meeting
Lewis County Court House
Tuesday July 6th, 2021, at 6:00 p.m.

Call In# - (415) 762-9988

Meeting ID: 482 656 4989

Pass Code: 269

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 – June 7th,2021
 - B) Special Session – June 14th, 2021
 - C) Special Session – June 22nd, 2021
 - D) Special Session – June 29th,2021
- 5) Presentations:
 - A. Chelsey McCarthy
 - Approval/Deny Fact Finding Trip to Manchester Craftsmen Guild
 - Approval/Deny National Endowment for the Arts Our Town Grant Opportunity
- 6) Receive and File Reports of City Boards, Commissions and Outside Agencies
 - A) Reports
 - i) **Weston Cemetery Board**
 - Next Meeting – Monday July 12th,2021 at 9:00 a.m.
 - ii) **Historic Landmarks Commission**
 - Next Meeting –Thursday July 8th,2021 at 5:00 p.m. /Municipal Building
 - June 10th,2021 minutes included in packet.
 - iii) **Weston Planning Commission**
 - Next Meeting Wednesday August 11,2021 at 4:30 p.m./Municipal Building
 - iv) **Boards of Parks and Recreation**
 - Next Meeting – July 16th,2021 at 2:00 p.m.
 - June 18th,2021 minutes not included did not have a quorum
 - v) **Lewis County EDA Authority**
 - Next Meeting – Tuesday June 29th,2021
 - vi) **Weston Fine Arts Council – (Not Active)**
 - vii) **Weston Urban Renewal Authority – (Not Active)**
 - viii) **Board of Zoning Appeals**
 - ix) **Municipal Appeals Boards- (Still Forming)**
 - B) Known Vacancies to be Filled
 - i) **Weston Fine Arts Council - (4)**
 - ii) **Weston Urban Renewal Authority – (3)**
 - iii) **Municipal Appeals Board – (2)**
 - iv) **Weston Fairs & Festivals Committee – (5)**
 - v) **Codes Appeal Board – (5) (Not Active)**
 - **Consideration of Applications (Approve/Deny/Table)**
- 7) Sanitary Board of Director Report

June Report in packet

8) Department Reports

- A) Finance
 - i) Suttle & Stalnaker CPA Monthly Financial Report
 - Budget Revision Timelines for End of Year and Beginning of Year
- B) Street Department
 - June Report in packet
- C) Police Department
 - June Report in packet
- D) Fire Department
 - June Report in packet
- E) Building/Code/Zoning Report
 - June Report in packet
- F) City Attorney
 - June Report
- G) City Clerk
 - June Business Licenses Issued Report in packet
- H) City Manager Report

9) Old Business

- A) Approve/Deny/Table Pay Scale for City Employees

10) New Business

- A) Approve/Deny/Table Purchase of a Salt Spreader and 8 Foot Plow from Absolute Energy Services
- B) Approve/Deny/Table July 1st Budget Revision
- C) Approve/Deny/Table RFP for Annual Audit
- D) Approve/Deny/Table REAP Grant Contract Award
- E) Approve/Deny/Table State Building Code Amendment Ordinance
- F) Approve/Deny/Table Surplus Property Ordinance
- G) Approve/Deny/Table 15 MPH Enforcement Zones Ordinance
- H) Approve/Deny/Table Columbia Club Grant Award Agreement
- I) Approve/Deny/Table Reappointment of Appointed Employees

11) Visitors Section (5 Minute Time Limit)

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.
- Roberts Rule of Order is utilized as a guide for all Weston City Council meetings.



Weston City Council
Regular Council Meeting
Minutes

Lewis County Courthouse
117 Center Avenue
Weston, WV 26452
June 7th, 2021
6:00 p.m.

Present: Mayor Kim Harrison-Edwards, Councilpersons Sherry Rogers, Randy Bohan, Herb Curtis. City Manager Nate Stansberry, Interim City Clerk Judy Piercy, City Attorney Brian Bailey, Police Chief Josh Thomas, Chief Jimmy Suttle, Street Foreman Tyler Strader, Building/Code/Zoning Enforcement Officer Mike Starett.

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

Pledge of Allegiance: Mayor Harrison-Edwards ask to stand for the Pledge of Allegiance led by Ray Smith Executive Director Lewis County Chamber of Commerce.

Approval of Minutes: Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve the minutes of Regular Session June 7th,2021, Special Session June 14th,2021 and Special Session June 22nd,2021 meetings. Motion carried.

Presentation: None.

Weston Cemetery Board: Next meeting July 12,2021 9:00 a.m.

Historic Landmarks Commission: June 10th,2021 minutes in packet. Next meeting July 8th,2021. No update.

Weston Planning Commission: Next meeting August 11th,2021 at 4:30 p.m.

Boards of Parks and Recreation: No meeting on June 18th,2021 at 2:00 p.m. did not have a quorum. Next meeting July 16th,2021 at 2:00 p.m.

Lewis County EDA Authority: Next meeting June 29th, 2021.

Weston Fine Arts Council: Not active.

Weston Urban Renewal Authority: Not active.



Board of Zoning Appeals: Councilwomen Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve Mackenzie Murphy's application for the Board of Zoning Appeals. This is the final appointed elected. Motion carried.

Municipal Appeals Board: Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan to approve Betty Brooks application for the Municipal Appeals Board. Motion carried.

Sanitary Board of Directors: No report excused for sickness in the family. Mayor Harrison-Edwards informed everyone the increase in the sewage rate was approved by the Public Service Commission and it will go into effect on the next billing cycle.

Finance: City Manager Nate Stansberry informed council that Suttle & Stalnaker will be coming to the next Special Session to go over with council the end of the year budget review which is due on June 15, 2021. City Manager Nate Stansberry relayed that we have a good chance to come in higher than projected in our Municipal Levy estimate. This will give us some flexibility to do a few things we were not expecting to do or hold over for other needs. State Auditor's Office reached out to us and June 15, 2021 is when the budget revision is do. We will need to make sure what we have went over all the lines are revised and put in the correct balance which will close out our year end correctly. On July 1st, 2021 we will get current bank statement and revise next year's budget with that number for the carry over to make it balance and provide that revision to the State as well. This will be the budget that we will be operating on, but keep in mind we can revise it by an act of council.

City Manager Nate Stansberry stated with no Finance Manger Suttle & Stalnaker has filled the gap for the city. Suttle & Stalnaker as a company is currently structured and this is not a roll they can take on as far as letting one of their employees be appointed. Councilman Herb Curtis explained that previously we approved to bring the finances with a company back locally. City Manager Nate Stansberry did not think that we approved per say to a particular company, but a declaration was stated we wanted to see brought in house and managed closer to home. Councilman Herb Curtis explained that maybe it was to advertise for a local company. Councilman Randy Bohan stated it was talked about for an opportunity for intown vendors. Councilman Herb Curtis told council that when we get into a good place to hire a Finance Manager if assistance is needed, we hire locally at some point.

Street Department: Report in packet. Street Foreman Tyler Strader excused with William Goldsmith sitting in.

Police Department: Report in packet. Chief Josh Thomas provided a map for the cameras in the downtown Main Avenue where he thought they would serve best. Chief Thomas would like a camera LPR (License Plate Reader) at Second and Main which will scan the license plates that pass for alerts such as stolen vehicles, wanted persons, missing persons and amber alerts. Councilwoman Sherry Rogers would like to have a camera at the school at First Street for a safety feature walking to and from school. City Manager Nate Stansberry will get pricing and prepare a proposal to bring to council incorporating it in the budget. Mayor Harrison-Edwards ask City Manager and Chief of Police if they received the information on grants available for the body cameras.

Chief Josh Thomas confirmed he did receive but some issues would have to be resolved and we need certification process. Chief Josh Thomas added that within parts of our policy we would have to be certified by an outside company.



Fire Department: Report in packet. The July 4th firework celebration will be held on July 3rd, 2021, with a rain date of July 4th, 2021. The gates at the Robert L Bland Middle school will be open and no charge for admission.

Building/Code/Zoning: Report in packet. Building/Code/Zoning Enforcement Officer Mike Starett read his report due to changes he made giving an update for each ward.

City Attorney: City Attorney Brian Bailey informed council that he has been looking into an ordinance to sell City Property, City Equipment (Gradall), City Vehicle (truck) and parking meters. The State Law requires us to make an ordinance to sell such items. City Attorney Brian Bailey briefed council that a statement was put out concerning some allegations of police misconduct to the news. In situations like this the insurance companies will bring outside council to take the lead. Our insurance company has been contacted and City Attorney Bryan Bailey has been in contact with the company to see what needs to be done.

Interim City Clerk: Report in packet.

City Manager Report: City Manager Nate Stansberry proposed a Special Session meeting on June 10th, 2021 for the year end budget revisions and will work with council via email to set it. City Manager Nate Stansberry also proposed another Special Session meeting for June 22nd, 2021 for WV Corp Insurance presentation along with getting a proposal from our current insurance carrier. The insurance policy is to renew July 1, 2021. City Manager Nate Stansberry scheduled a presentation on the Mid Avenue Slip Boring results for the June 22nd, 2021 meeting.

Old Business:

Advertisement of Assistant Building Inspector Position (Approve/Deny/Table): City Manager Nate Stansberry recommended that the advertisement of Assistant Building Inspector Position be tabled through budget revisions. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to table the advertisement of Assistant Building Inspector Position until the next Special Session. Motion carried.

New Police Hire Budget Modification (Approve/Deny/Table): Councilman Sherry Rogers made a motion seconded by Councilman Randy Bohan to table the New Police Hire Budget Modification until next Special Session. Motion carried.

Approve Posting 15MPH Speed Limit Signs on Locust and Cottage (Approve/Deny/Table): Councilman Herb Curtis made a motion second by Councilman Randy Bohan to approve the posting of 15MPH Speed Limit Signs on Locust Avenue and Cottage Avenue. Motion carried.

New Business:

Municipal Judge Ordinances (Second Reading): Councilwoman Sherry Rogers made a motion to have the second reading of Municipal Judge Ordinances by title only. The motion received a second from Councilman Randy Bohan. Motion carried. Interim City Clerk Judy Piercy read Municipal Judge Ordinances by title only. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy



Bohan to approve the second reading by title only. Motion carried. The first reading by title only of Municipal Judge Ordinances was on May 3rd, 2021. The approval of the second reading enacts the Municipal Judge Ordinances as of June 7th, 2021.

Park Rules Ordinances (Second Reading): Council Sherry Rogers made a motion to have the second reading of the Park Rules Ordinances by title only. The motion received a second from Councilman Randy Bohan. Motion carried. Interim City Clerk Judy Piercy read the Park Ordinances by title only. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to approve the second reading by title only. Motion carried. The first reading by title only of Park Ordinances was on May 24th, 2021. The approval of the second reading enacts the Park Rules Ordinances as of June 7th, 2021.

2 Hour Parking Side Street Ordinance (First Reading): Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to have the 2Hour Parking Side Street Ordinance first reading by title only. Motion carried. Interim City Clerk read the 2Hour Parking Side Street Ordinance first reading by title only. Councilwoman Sherry Roger made a motion seconded by Councilman Randy Bohan to approve the 2 Hour Parking Side Street Ordinance first reading by title only. Motion carried.

City Attorney Brian Bailey ask to be excused from the reading of the Residency Requirement for Appointed Employees due to a Conflict of Interest. Mayor Harrison-Edwards allowed City Attorney Brian Bailey to excuse himself.

Residency Requirement for Appointed Employees (First Reading): Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to have the Residency Requirement for Appointed Employees first reading in its entirety. Interim City Clerk read the Residency Requirement for Appointed Employees first reading in its entirety. Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to approve the Residency Requirement for Appointed Employees by title only. Motion carried.

American Rescue Plan Agreement (Approve/Deny/Table): Mayor Harrison-Edwards informed council that during the Municipal League calls they indicated in order to receive the first appropriation of funds we have to send documents. Registration needs to be sent to sand.gov, appointed contacts with their information along with signed terms and conditions and assurances of compliance with civil rights requirements by council and uploaded. An account was opened at the Citizens Bank for the deposit of these funds required by the statute to maintain funds separately. Councilman Randy Bohan expressed he voted no for the separate bank account. Councilman Randy Bohan ask for Section 9 Agreement, Terms, Conditions Subsection B, Roman Numeral 8 to be read. Mayor Harrison-Edwards read "The Uniform Relocation Assistance in Real Property Acquisitions Act of 1970." Councilman Randy Bohan would like for that to be researched. City Manager Nate Stansberry stated that it should probably be researched but if we find too many strings attached to the money, we can turn it back over. Councilman Randy Bohan stated that we need to make sure that we do not have to pay any penalties that could hurt our budget. Councilman Sherry Rogers made a motion second by Councilman Herb Curtis to approve the American Rescue Plan Agreement. Councilman Randy Bohan opposed the vote. Mayor Harrison-Edwards was the assenting vote and her vote was yes. Motion carried.



Fireman Promotions and Wage Scales:

July 4th Red, White, Blue Lighting on Outside of House Support for the First Responders, Police Department, Fire Department Resolution (Approve/Deny Table): Mayor Harrison-Edwards ask council to consider approving a resolution to encourage the citizens of Weston to show their patriotism on July 4th,2021 by displaying either red, white, blue lights on their property to show support for the First Responders, Police Department and Fire Department. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to approve the resolution to show support for the First Responders, Police Department, Fire Department. Motion carried.

Visitors Section (5 Minute Time Limit):

Rhett Dusenbury: Mr. Dusenbury, District Representative for Alex Mooney, reminded council that they would be happy to write a letter of support at his office for grants if needed. Mr. Dusenbury let everyone know that the census number has not come yet but will be going to Charleston. Mr. Dusenbury thanked council and everyone for all they do.

James Bandy: Mr. Bandy did not realize he had to sign in to speak and wanted to talk about the moving of the Stonewall Jackson Hospital. Mr. Bandy expressed his opinion on moving the hospital is not better access for the people who live in the city. As City Representatives you should stand and say not to move for the people who live in this area. We do not have restaurants that you can sit down and have dinner. The hospital had to pay a filing fee of \$35,000 for certification to move. The High School was moved out of city limits and with these moves the community is losing. Mayor Harrison-Edwards let Mr. Bandy know that Board of Directors makes the decision with our input and we have another meeting schedule in July.

Reports of City Council:

Mayor Harrison-Edwards: Mayor Harrison-Edwards informed council that she attended all her normal monthly meetings. Mayor Harrison-Edwards attended a Lewis County Commission productive luncheon on May 5th,2021. Mayor Harrison-Edwards and Lewis Count Commissioner Rod Wyman had lunch with Ms. Ingrid Lemme-Chalut. Ms. Lemme-Chalut is a travel writer doing a story on the Stonewall Jackson Resort, with a possibility of contacting PBS Station "Taste of History" cooking show hopefully to do a segment on WV Cooking. Mayor Harrison-Edwards reminded everyone that July 5th,2021 was a holiday and the Regular Session meeting will be on July 6th,2021 at 6: p.m.

Councilwoman Sherry Rogers – Ward I: Councilwoman Sherry Rogers attended all the Special Meeting and attended the Lewis County Commission meeting luncheon along with the Beautification meeting. Councilwoman Sherry Rogers wanted to commend Betty Brooks for the Neighborhood Watch meetings, Building/Code/Zoning Enforcement Officer Mike Starett for helping with the banners downtown. Councilwoman Sherry Rogers thanked Ashley Montgomery, Sue Coffield, Teresa Angotti, Barb Tucker, Barb Milhoff, TJ's Greenery House for the beautiful flowers downtown. She thanked Ray Smith for the Chamber of Commerce meet and greet. Councilwoman Sherry Rogers reminded everyone July 2nd,2021 from noon to 6 p.m. there will be a pet show at TALA. The admission price for the pet show is a bag of cat or dog food if you would like to bring one.



Councilman Randy Bohan – Ward II: Councilman Randy Bohan expressed if you look at the size of the agendas with all that is on it for discussion you will see things are going on behind the scenes. All things are not brought out to light but with the amount of business we discussed tonight we are moving forward. Councilman Randy Bohan commented that it was nice to see everyone and their smiling faces.

Councilman Herb Curtis – Ward IV: Councilman Herb Curtis informed that he is working with the residents in his ward with grass and trash pickup. Councilman Herb Curtis expressed his thanks to the Street Department for getting the streets cleaned up before the parade and Chamber of Commerce Ray Smith for the microphone use the Neighborhood Awareness meetings. Councilman Herb Curtis attend all the Special Session meetings. Councilman Herb Curtis agreed with Councilman Randy Bohan that a lot is being done behind the scenes and the public will see all the hard work being done by the City Administrators.

Adjournment: Councilman Herb Curtis made a motion second by Councilman Randy Bohan to adjourn at 8:24 p.m. Motion carried.

ATTEST:

Mayor, Kim Harrison-Edwards

Interim City Clerk, Judy Piercy



Weston City Council
Regular Council Meeting
Minutes

Lewis County Courthouse
117 Center Avenue
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Call to Order: Mayor Harrison-Edwards called the meeting to order at 6:00 p.m.

Pledge of Allegiance: Mayor Harrison-Edwards ask to stand for the Pledge of Allegiance led by Ray Smith Executive Director Lewis County Chamber of Commerce.

Approval of Minutes: Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve the minutes of Regular Session June 7th,2021, Special Session June 14th,2021 and Special Session June 22nd,2021 meetings. Motion carried.

Presentation: None.

Weston Cemetery Board: Next meeting July 12,2021 9:00 a.m.

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Lewis County EDA Authority: Next meeting June 29th, 2021.

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Interim City Clerk read the Residency Requirement for Appointed Employees first reading in its entirety. Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to approve the Residency Requirement for Appointed Employees by title only. Motion carried.

American Rescue Plan Agreement (Approve/Deny/Table): Mayor Harrison-Edwards informed council that during the Municipal League calls they indicated in order to receive the first appropriation of funds we have to send documents. Registration needs to be sent to sand.gov, appointed contacts with their information along with signed terms and conditions and assurances of compliance with civil rights requirements by council and uploaded. An account was opened at the Citizens Bank for the deposit of these funds required by the statute to maintain funds separately. Councilman Randy Bohan expressed he voted no for the separate bank account. Councilman Randy Bohan ask for Section 9 Agreement, Terms, Conditions Subsection B, Roman Numeral 8 to be read. Mayor Harrison-Edwards read "The Uniform Relocation Assistance in Real Property Acquisitions Act of 1970." Councilman Randy Bohan would like for that to be researched. City Manager Nate Stansberry stated that it should probably be research but if we find too many strings attached to the money, we can leave it sit and turn back over. Councilman Randy Bohan stated that we need to make sure that we do not have to pay any penalties that could hurt our budget. Councilman Sherry Rogers made a motion second by Councilman Herb Curtis to approve the American Rescue Plan Agreement. Councilman Randy Bohan opposed the vote. Mayor Harrison-Edwards was the assenting vote and her vote was yes. Motion carried.

Fireman Promotions and Wage Scales:



July 4th Red, White, Blue Lighting on Outside of House Support for the First Responders, Police Department, Fire Department Resolution (Approve/Deny Table):

Mayor Harrison-Edwards ask council to consider approving a resolution to encourage the citizens of Weston to show their patriotism on July 4th,2021 by displaying either red, white, blue lights on their property to show support for the First Responders, Police Department and Fire Department. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to approve the resolution to show support for the First Responders, Police Department, Fire Department. Motion carried.

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Rhett Dusenbury: Mr. Dusenbury, District Representative for Alex Mooney, reminded council that they would be happy to write a letter of support at his office for grants if needed. Mr. Dusenbury let everyone know that the census number has not come yet but will be going to Charleston. Mr. Dusenbury thanked council and everyone for all they do.

James Bandy: Mr. Bandy did not realize he had to sign in to speak and wanted to talk about the moving of the Stonewall Jackson Hospital. Mr. Bandy expressed his opinion on moving the hospital is not better access for the people who live in the city. As City Representatives you should stand and say not to move for the people who live in this area. We do not have restaurants that you can sit down and have dinner. The hospital had to pay a filing fee of \$35,000 for certification to move. The High School was moved out of city limits and with these moves the community is losing. Mayor Harrison-Edwards let Mr. Bandy know that Board of Directors makes the decision with our input and we have another meeting schedule in July.

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Councilman Herb Curtis – Ward III: Councilman Herb Curtis informed that he is working with the residents in his ward with grass and trash pickup. Councilman Herb Curtis expressed his thanks to the Street Department for getting the streets cleaned up before the parade and Chamber of Commerce Ray Smith for the microphone use the Neighborhood Awareness meetings. Councilman Herb Curtis attend all the Special Session meetings. Councilman Herb Curtis agreed with Councilman Randy Bohan that a lot is being done behind the scenes and the public will see all the hard work being done by the City Administrators.

Adjournment: Councilman Herb Curtis made a motion second by Councilman Randy Bohan to adjourn at 8:24 p.m. Motion carried.

ATTEST:

Mayor, Kim Harrison-Edwards

Interim City Clerk, Judy Piercy



**Weston City Council
Special Session
June 14th, 2021
Minutes**

Present: Mayor Kim Harrison-Edwards, Councilwoman Sherry Rogers, Councilman Randy Bohan, Councilman Herb Curtis. City Manager Nate Stansberry, City Attorney Brian Bailey, Chief Josh Thomas, Chief Jimmy Suttle, Building/Code/Zoning Enforcement Officer Mike Starett and Sanitary Board of Director Dee Evans.

Call to Order: Mayor Harrison Edwards called the meeting to order at 6:02 p.m.

City Manager Nate Stansberry ask if the Try This WV Mini-Grant Support could be tabled until Victoria Stansberry arrives. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan. Motion caried.

2021 Ordinance Providing 3 Hour, 2 Hour, 15 Minute and No Parking Areas on Various Streets in the City of Weston (Second Reading by Title Only): Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to read the 3 Hour, 2 Hour, 15 Minute and No Parking Areas on various streets in the City of Weston second reading by title only. Motion carried.

Interim City Clerk Judy Piercy read the 2021 Ordinance providing 3 Hour, 2 Hour, 15 Minute and No Parking Areas on Various Streets in the City of Weston second reading by title only.

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve the reading of the 2021 Ordinance Providing 3 Hour, 2 Hour, 15 Minute and No Parking Areas of various streets in the City of Weston second reading by title only. Motion carried.

Ordinance of the City of Weston pertaining to Residency Requirements of Appointed Officials (Second Reading by Title Only): City Attorney Brian Bailey asked at this time due to a conflict of interest to be excused and will return after voting. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to read the Ordinance of the City of Weston pertaining to Residency Requirements of Appointed Officials second reading by title only. Motion carried.

Interim City Clerk Judy Piercy read the Ordinance of the City of Weston pertaining to Residency Requirements of Appointed Official second reading by title only.

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve the reading of the Ordinance of the City of Weston pertaining to Residency Requirements of Appointed Officials second reading by title only. Motion carried.



Qualification/Salary for Assistant Building Inspector Position (Approve/Deny/Table):

Building/Code/Zoning Enforcement Officer Mike Starett provided council with a handout of the Building Inspector Assistant salary, Qualifications and Job Duties. He expressed that he needs help with all he is doing and will be getting involved more with the dilapidated houses as we move forward. At this time of the year the grass mowing is an everyday ongoing job. Councilman Herb Curtis ask Building/Code/Zoning Enforcement Officer Mike Starett what the daily activities would be. Building/Code/Zoning Enforcement made references to the handout that was provided. Building/Code/Zoning Enforcement Officer Mike Starett stated he will need to test this upcoming August and with some classes online and some in Morgantown and Charleston which they both can attend. Councilman Herb Curtis ask if this person can serve as the floodplain manager. City Manager Nate Stansberry informed that floodplain manager can take a certified managers test to be credentialed. Councilman Herb Curtis ask Building/Code/Zoning Enforcement Officer Mike Starett if he had taken the test answer received was no. City Manager Nate Stansberry would also like to be tested and with reaching out to them no response at this time. City Manager requested a five-minute executive session to discuss personnel. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to go into executive session to discuss personnel at 6:15 p.m. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to exit executive session at 6:24 p.m. City Manager Nate Stansberry stated following the executive session I recommend that we table until a later date. City Manager Nate Stansberry asked Building/Code/Zoning Enforcement Officer Mike Starett who developed the qualifications receiving a response of he as Building/Code/Zoning Enforcement Officer. Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to approve the building Inspector Assistant. Councilman Randy Bohan opposed the motion. Motion carried.

Advertise of Assistant Building Inspector Position (Approve/Deny/Table): Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to advertise of Assistant Building Inspector Position. City Manager Nate Stansberry recommended against this as he did not set the agenda for this and felt as City Managers role to make recommendation of hiring employee(s) per state code. Councilman Randy Bohan opposed of this motion. Motion carried.

Hire of New Police Officer (Approve/Deny/Table): City Manager Nate Stansberry informed council that we would like to offer the position to the candidate we interviewed to continue the process. The academy application will be due in August or early September 2021. The candidate will not start or be a paid employee until an academy position is available. Chief Josh Thomas stated we will know where we stand from a budget perspective and can revise if necessary. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to approve hire new police officer. Motion carried.

Pay Scale for City Employees (Approve/Deny/Table): City Manager Nate Stansberry provided council with two scales. City Manager Nate Stansberry expressed as we go forward the step system for our pay within the city workers will give some equity and expectations from the employees. If we have money in the budget we can grant a step with a good evaluation. City Manager Nate Stansberry included current office positions and the street department roles currently filled with some currently vacant spots as well. City Manager Nate Stansberry stated the vote can be tabled until another conversation but would like to continue to work on a proposal recommending approval. Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to table the Pay Scale for City Employees. Motion carried.



Approve Raise/Retroactive Pay for Promoted Firefighters (Approve/Deny/Table): City Manager Nate Stansberry touched base on the WV Fire Department Career Progression System which will allow us to give the Fire Department Employees raises each year. The Fire Department Employees have not received a raise in a long time. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve raise/retroactive pay for fire fighters. Motion carried.

Bids for the Mowing of City Lots/Property Owners Lots (Approve/Deny/Table): City manager Nate Stansberry informed council we did not receive any bids for the mowing of city lots, but we solicited local firms and received two bids. J & K Lawn Service was the lowest bid. We met with them and negotiated the riverbank mowing at \$300 per cutting being one cut per month unless needed. The river front park mowing at \$150.00 per cutting bring two cuts per month. J & K Lawn Service provided insurance and met the requirements of the bid. Councilman Herb Curtis made a motion seconded by Councilwoman Sherry Rogers to approve J & K Lawn Service with the recommendation of the City Manager for the mowing of city lots and property owner lots. Motion carried.

Hire of Summer Help (Approve/Deny/Table): City Manager Nate Stansberry would like to hire temporary help one for accounting and office help and two for the street department. Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to hire Mckenna Spangler at \$10.00 per hour for accounting and office help for 90day temp. Motion carried. City Manager Nate Stansberry will have two for the Street Department at next the Special session.

Posting 15 MHP Speed Limit Signs on McGary (Approve/Deny/Table): City Attorney Brian Bailey researched the WV State Code and we do have the authority to change the speed limit. We need to pass an ordinance to reduce the speed limit under 25 MPH in Residential Zones. We can get a map to map out where the signs are to be put. Councilwoman Sherry Rogers expressed that Chief Josh Thomas should decide where they will be placed. City Attorney Brian Bailey will get with Chief Josh Thomas to work out the signage. Council Sherry Rogers made a motion second by Councilman Randy Bohan to table the Posting 15 MPH Speed Limit Signs on McGary until the ordinances are passed. Motion carried.

FY2021 End of the Year Budget Revisions (Approve/Deny): Ryan Mink from Suttle & Stalnaker along with City Manager Nate Stansberry and the Auditors Office worked together to bring the financials up to current. We needed to make sure that the budget has been amended so you budget enough expenses to cover what you spent. The budget should also reflect the expenditures that you are going to spend you are not to exceed that or you are in violation. We took the budget that was filed last year, which was never adjusted and adjusted the revenue up or down based on actual receipts. We adjusted the expenses up or down with a bumper for anything coming in the fifteen days, for the city to be in compliance with the end of the year requirements. Mr. Mink referred to the handout which was the draft of the city's budget and the revision will be due June 15th,2021. He also stated as of July 1st,2021 we will have to do this again for the next year's budget. City Manager Nate Stansberry recommended that the FY2021 Budget Revisions be approved to end out the year. Councilwoman Sherry Rogers made



a motion second by Councilman Randy Bohan to approve the FY2021 End of the Year Budget Revisions. Motion carried.

Councilwoman Sherry Rogers made a motion second by Councilman Herb Curtis to reorder the agenda to accommodate Victoria Stansberry for the Try This WV Mini-Grant Support. Motion carried.

Presentation: Try This WV Mini-Grant Support (Approval/Deny): Blueprint Community Coordinator Victoria Stansberry presented to council information of the grant that will help with the use of the police to assist with traffic control at events. Victoria Stansberry mentioned several of the upcoming events. Victoria Stansberry explained that along with the Try This WV Mini-Grant application a letter of support needs to accompany the application. Mayor Harrison-Edwards to write a letter of support. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve applying for the Tri This WV Mini-Grant Support

City Manager Update:

Proposed Upcoming Meeting and Topics: City Manager Nate Stansberry informed council of the following upcoming topics.

- A proposal from WV Corp for insurance and a proposal from our current insurance carrier.
- Geo Technical Report completed with recommendations. No design proposal on Mid Avenue.
- Discussion of progress of the revisions to our budget for July 1st, 2021

Mayor Harrison-Edwards asked when will a plan be put together for the ARPA Funds that needs to be done as soon as possible be ready. City Manager Nate Stansberry has not received a definite with the cans or can not do but agrees it needs to be completed.

Updates on Other City Works: City Manager Nate Stansberry informed council that we received the rental street sweeper and the staff trained and report that it seem easy to operate. We will be posting on Facebook a map of the wards and the days each will be cleaned. The Street Department will be doing the gateways of the city. City Manager Nate Stansberry expressed that we would like to try another unit to see which would be better. We are waiting of JF Allen to confirm pricing so we can start paving. Mayor Harrison-Edwards asked for an update on the 4th Street Bridge. City Manager Nate Stansberry stated that the bids for the bridge came in and the lower bid was higher than anticipated so we had to issue roughly a \$900.00 check. City Manager Nate Stansberry informed council that the city will be responsible for construction management of the project.

Adjournment: Councilman Randy Bohan made a motion second by Councilwoman Sherry Rogers to adjourn at 7:14 p.m. Motion carried.



ATTEST:

Mayor, Kim Harrison-Edwards

Interim City Clerk, Judy Piercy



**Weston City Council
Special Session
June 22nd, 2021
Minutes**

Present: Mayor Kim Harrison-Edwards, Councilpersons Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis. City Manager Nate Stansberry, Interim City Clerk Judy Piercy, City Attorney Brian Bailey, Building/Code Zoning Enforcement Mike Starett.

Call to Order: Mayor Harrison-Edwards called the meeting to order at 6:01 p.m.

Pledge of Allegiance: Mayor Harrison-Edwards ask to stand for the pledge of Allegiance.

Presentations: None

Pay Scale for City Employees (Approve/Deny/Table): City Manager Nate Stansberry informed council that with doing the budget revisions we have discussed the pay scale for Police and Fire Departments. City Manager Nate Stansberry would like to approach this subject with other city employees. The same information given tonight was passed out at the last special session meeting and would like feed back from council. City Manager Nate Stansberry expressed that the decision does not have to be made at this meeting. Draft wise it will need another look through and would look for approval at the next Regular Session meeting. Councilwoman Debbie Gump ask if this was contingent with evaluations. City Manager Nate Stansberry explained that the police and fire department are based on years of service for the other employees it will be a step system contingent on evaluation process. City Manager Nate Stansberry explained how the pay raise would work and the steps are based off an increment of your base pay and can be modified. City Manager Nate Stansberry said from a budget perspective it will predict what employees are going to be able to earn. Also, employees will understand and see a little bit of progression here pay wise to have something to work for. Councilwoman Debbie Gump ask if certification and licensing would be considered and put into the job description. City Manager Nate Stansberry that a new job position can be created for certification and licensing. Councilman Herb Curtis expressed that our employees can not live off the same amount while things keep going up but not for across the board. Councilman Herb Curtis felt that police had to test to get increases and good evaluations. City Manager Nate Stansberry explained that Civil Service/Non-Civil Service is the difference. We have flexibility to change the pay scale we do not have years of service. Councilwoman Debbie Gump made a motion to table the pay scale for city employees. City Manager ask if he would be allowed to work on this and present the pay scale at the next Regular Session. Councilwoman Debbie Gump resend her motion and made a motion to table the city employee pay scale for a discussion at the July 6th, 2021 Regular Session seconded by Councilman Randy Bohan. Motion carried.

Areas for Posting 15MPH Speed Limit Signs on McGary Avenue: City Attorney Brian Bailey asked the council where they would like to put the 15 MPH speed limit signs. Councilwoman Sherry Rogers



thought that would be a decision for Chief Josh Thomas to determine regarding speeding. Councilman Herb Curtis and Councilman Randy Bohan brought up that the streets need to be done as a whole street and you should go by the speed limit until you see another speed limit sign. It was left to City Attorney Brian Bailey to get with Chief Josh Thomas for his recommendations.

Hire of Summer Help (Approve/Deny/Table): Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to hire Caden Oldaker at \$10.50 per hour and William Goldsmith at \$10.00 per hour as ninety-day temps. Motion carried.

CEC Engineer's Report on Mid Avenue Presented by Jane Hicks: Ms. Hicks presented the Mid Avenue boring results. With recommendations of building a pile lagging wall in the city's own right of way, approximately \$80,000.00. Councilman Randy Bohan ask if a French drain could be put in place to direct the water flow. Ms. Hicks indicated that would certainly help the situation. A construction drawing for drainage or the pile lagging wall would be approximately \$5000.00. Councilman Randy Bohan asked if any voids were back under the roadway. Ms. Hicks indicated they went down twenty feet and hit rock but where they bored no voids were found.

CEC Engineer Design Proposal (Approve/Deny/Table): Councilwoman Sherry Rogers made a motion seconded by Councilwoman Debbie Gump to table CEC Engineer Design Proposal. City Manager Nate Stansberry will work with Ms. Hicks to come up with a formal proposal. Motion carried.

Insurance Proposal by WV Corp Presented by Robin Corsini: Ms. Corsini provided a full copy of her proposal for each council member. After giving a brief update on the company Ms. Corsini went into detail the amount of coverage the company could provide and what it covered for the city. Ms. Corsini stressed the coverage for the Cyber Risk Liability with an amount of coverage and cost. Councilman Randy Bohan inquired about deductible amount on vehicles. Ms. Corsini indicated that the deductible can not go lower than five hundred dollars and in the premium price there's not a lot of savings between five hundred and one thousand. Councilman Randy Bohan thought the value of the equipment was rather high. City Manager Nate Stansberry will reevaluate the equipment and send to her for a more accurate proposal. Mayor Harrison-Edwards ask if litigation occurs who picks the attorney. Ms. Corsini assured that the company has a list of attorneys if needed, but if the city has a preference in it can be discussed.

Insurance Proposal by Assured Partners Presented by Steve Hanning: Mr. Hanning gave a brief overview of his company and the service they already provide for the city. The Vice President of the company Mr. Bret Burton joined the meeting via teleconference. Mr. Burton expressed that his company has worked with the City of Weston for about twenty years. A figure was given for that total amount of losses the city incurred and the amount of premium collected. The loss amount was greater than the premium collected which was good for the city, but we still work with you. We have the resources, servicing to let you choose online or in person. We also offer the Cyber Risk Liability and Bond Coverage. We do not have wind and hail exclusion in our policy. Our environmental coverage is under the Sanitary Department. To summarize you have the same coverage and liability nothing has changed. City Manager Nate Stansberry will need to update the payroll roster and the equipment roster.



Select City Insurance Proposal (Approve/Deny/Table): Councilwoman Sherry Rogers made a motion second by Councilman Randy Bohan to table the decision of the insurance carrier until the next special session. Motion carried.

Proposed Upcoming Meeting and Topics:

City Manager Nate Stansberry expressed to council some of the topics for the next Regular Session meeting.

- The Map for the 15 MPH Speed Limit Signs
- Goal is to have the Budget Revisions for the next Regular Session meeting
- Looking to Buy more Equipment for the Street Department
- We need to talk about the Rainy-Day Fund and possibly reducing the amount that was budgeted
- Grant Approval
- Annual Appointed Employees
- Update of Covid Money

Councilman Herb Curtis requested for the next meeting a discussion to have the drop inlets cleaned and the ditches before we start on paving.

Updates on Other City Works:

City Manager Nate Stansberry informed council that with the REAP Grant we have extended the deadline until next Wednesday. Questions were asked about the bid and with the holiday it was difficult to get answers to the bidders.

City Manager Nate Stansberry touched base on the sweeping of the city streets and indicated that we did not use as many hours as thought. We will be using the sweeper for another day as an issue occurred and they are not picking up as scheduled. City Manager Nate Stansberry expressed there was pros and cons but would like to schedule a demo with another company.

City Manager Nate Stansberry met with JF Allen Supervisor trying to get the state bid prices, but we will have to see what our employees can help with to make that happen. Once the pricing settles and the drop inlets and ditches are cleaned a map will be provided of the streets we are going to pave. Councilwoman Sherry Rogers and Councilwoman Debbie Gump would like to discuss the streets that needed paved.

City Manager Nate Stansberry working on getting clarification on Building Codes we have adopted, and the Surplus Ordinance for selling of the parking meters, Street Department Truck, possibly property.

Councilwoman Debbie Gump ask if we had a yearly meeting on Sexual Harassment. Mayor Harrison-Edwards suggested that after approving our insurance carrier we will need to incorporate this.



Adjournment: Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to adjourn at 7:44 p.m.

Mayor, Kim Harrison-Edwards

Attest:

Interim City Clerk, Judy Piercy



Weston City Council
Special Session
June 29, 2021
Minutes

Present: Mayor Kim Harrison-Edwards, Councilwoman Sherry Rogers, Councilman Randy Bohan, City Manager Nate Stansberry, Interim City Clerk Judy Piercy, City Attorney Brian Bailey, First Sargent Drew Lotus, Building/Code/Zoning Enforcement Officer Mike Starett, Sanitary Director Dee Evans,

Call to Order: Mayor Harrison-Edwards call the meeting to order at 6:18 p.m.

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

Presentations: None

Old Business:

Recommendation of Annual Insurance Policy (Approve/Deny/Table):

City Manager Nate Stansberry gave the council the revised proposal from our previous meeting after providing both companies with the correct payroll updates. Councilman Randy Bohan made a motion second by Councilwoman Sherry Rogers to approve the Annual Insurance Policy carrier with American Family Home Insurance Company (Assured Partners) and Encova Insurance Company Package Policy. Motion carried.

New Business:

Discussion of City Personnel Policy and City Manager Role:

Councilman Sherry Rogers made a motion second by Councilman Randy Bohan to go into executive session at 6:30 p.m. Motion carried. Councilman Randy Bohan made a motion second by Councilwoman Sherry Roger to exit executive session at 7:27 p.m.

Resulting Action (if any) Approve/Deny/Table:

No action taken



City Manager Update:

Proposed Upcoming Meeting and Topics:

City Manager Nate Stansberry informed council that of the REAP Grant Bid Addendum went out and the deadline will be July 2nd, 2021 until 4:00 p.m.

City Manager Nate Stansberry let council know that we are still waiting on some more pricing from JF Allen had a meeting with them last week. We are trying to go the State Contract route but some questions remain as to whether we could save money by bidding it out. They are still working on finalizing the pricing.

City Manager Nate Stansberry will provide a Financial Update and possibly a Budget Revision which is due July 15th, 2021. We can schedule a special session to discuss the priorities. He said there is a possibility of having a draft for the Regular Session meeting to also go over it then.

Adjournment:

Councilman Randy Bohan made a motion second by Councilwoman Sherry Rogers to adjourn at 7:36 p.m. Motion Carried.

ATTEST:

Mayor, Kim Harrison-Edwards

Interim City Clerk, Judy Piercy

5. Presentations

COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue
Weston, WV 26452
Phone: (304)269-8200
Fax: (304)269-2416

Email: lewiscountycommission@lewiscountywv.org

Website: lewiscountywv.org



COMMISSIONERS:
ROD WYMAN
President
AGNES G. QUEEN
Commissioner
BOBBY STEWART
Commissioner

110 Center Avenue, 2nd Floor
Weston, WV 26452
July 6, 2021
Meeting Agenda

1. SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

2. 10:00 AM Call Meeting to Order

3. 10:05 AM John Breen, Lewis County Assessor

RE: Exonerations, Consolidations, Apportionments

Draft copies will be available for review on Friday, July 2, 2021.

(action required)

APPOINTMENTS

4. 10:07 AM John Breen, Lewis County Assessor

RE: Resignation of Employment and Permission to Advertise

Kelly Barbina has tendered her resignation as Lewis County Deputy Assessor.

The County Commission will be asked to accept this resignation. Mr. Breen

requests permission from the Lewis County Commission to advertise for this

vacant position. *(action required)*

5. 10:10 AM Cynthia S. Rowan, Lewis County Clerk

RE: Closure of Estate of Lawrence Heater

Ms. Rowan will present the County Commission with a letter from Joseph

Wagoner, Fiduciary Commissioner in the Estate of Lawrence Heater. Mr.

Wagoner suggests the County Commission deny the petition to have the

Executrix of the Estate removed. He further recommends the County Commission

accept the Final Settlement previously filed by the Executrix and close the estate.

(action required)

CORRESPONDENCE

6. **Upshur County Commission Meeting Agenda:** The Upshur County Commission July 1, 2021 Meeting Agenda is presented for review. *(information only)*
7. **Lewis Gilmer E911 Monthly Call Report:** The Lewis Gilmer E911 Monthly Call Report detailing the number of calls by agency and disposition is presented for review. *(information only)*
8. **United States Department of the Interior Payment In Lieu of Taxes Distribution:** The United States Department of the Interior has distributed \$58,593.00 to Lewis County for Payment In Lieu of Taxes (PILT). This is issued to compensate eligible local jurisdictions for Federal lands administered by the Department of the Interior. *(information only)*

BUSINESS

9. **Board(s) and Committee(s) Reports:** The Lewis County Commission will give report(s) on any board(s) or committee(s) meetings attended including, but not limited to: COVID Conference Calls; Lewis County Chamber Awards. *(information only)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

10. **Actions of the Clerk:** County Clerk Cynthia S. Rowan presents actions of the clerk in recess of the county commission for approval. Draft copies will be available for review upon request Friday, July 2, 2021. *(action required)*
11. **Approval of Estates:** County Clerk Cynthia S. Rowan presents the estates ready for settlement to the Lewis County Commission for approval. Draft copies will be available for review upon request Friday, July 2, 2021. *(action required)*
12. **Presentation by the County Clerk of the Orders of Prior Meeting(s):** The Lewis County Clerk presents the Orders (minutes) of previous Lewis County Commission meeting(s) for approval. Draft copies will be available for review upon request Friday, July 2, 2021. *(action required)*
13. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, July 2, 2021. *(action required)*

ADJOURNMENT:

14. **With no further action being required by the Lewis County Commission the meeting will be adjourned.** *(action required)*

LEWIS COUNTY COMMISSION MEETING MANAGEMENT

- Regular meeting agendas will be posted and available to the public before closure two (2) business days prior to the meeting date.
- Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the Lewis County Commission.
- Appointments to speak with the county commission must be scheduled before 10 AM three (3) business days prior to the meeting. Appointments will be given a ten (10) minute time allowance.
- Agenda items may require an executive session.
- Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4.
- Input or recommendation from constitutional officers, staff or public that is not listed by name on the agenda will only be allowed if requested by the commission or required by statute.
- Those not scheduled on the agenda may sign up for public comment at a minimum fifteen (15) minutes prior to the start of the meeting. Public comment is limited to five (5) minutes per speaker.
- Motion required for consideration of vote.
- All votes unanimous unless otherwise stated.
- Roberts Rules of Order is utilized as a guide only. The Commission controls meeting management, discussion and input.
- Commissioners may participate and vote via conference call if two(2) commissioners are in attendance.

FW: Barbina Resignation

From: John Breen (jbreen@assessor.state.wv.us)

To: cindywhetsell@yahoo.com

Date: Wednesday, June 30, 2021, 08:17 AM EDT



John L Breen

Lewis County Assessor

PO Box 706

Weston, WV 26452

Office 304-269-8205

Fax 304-269-5723

“The greatest leader is not necessarily the one who does the greatest things. He is the one that gets the people to do the greatest things.”
— Ronald Reagan

From: Kelly Barbina [*!] <kbarbina@assessor.state.wv.us>

Sent: Tuesday, June 29, 2021 9:16 AM

To: jbreen@assessor.state.wv.us

Subject: Barbina Resignation

John:

As of Monday, June 28, 2021 I am giving my notice of resignation for the Deputy Assessor position. I am requesting my last day of employment be Thursday, July 15, 2021 as it is the last day of a pay period.

While I love the working hours and the proximity to my home, I feel as though the position is not a good fit for me at this time.

FILED
CLERK OF COURTS
WESTON, WV

JOSEPH W. WAGONER
ATTORNEY AT LAW
183 Edgewood Drive
Weston, West Virginia 26452
(304) 269-6099

June 25, 2021

Cynthia S. Rowan
Clerk of the Lewis County Commission
110 Center Ave.
Weston, WV 26452

Re: Lawrence Heater Estate

Dear Ms. Rowan:

The estate of Lawrence Heater was referred to me by the Lewis County Commission for hearing upon a Petition to remove the Executrix of the estate.

On May 21, 2021 I requested a deposit from Petitioner's attorney be paid by June 201, 2021. To date I have not received any response to my letter, a copy of which is attached.

I therefore recommend to the Lewis County Commission that the failure to prosecute the Petition be treated as an abandonment of the petition, and further that the petition of William Scott Heater be denied.

I further recommend that you accept the Final Settlement previously filed by the Executrix, and close the estate.

Sincerely,


Joseph W. Wagoner
Fiduciary Commissioner

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535

Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call

Date of Meeting: July 1, 2021

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:

- June 24, 2021
- June 25, 2021 – Special Meeting

9:15 a.m. Terry Gould on behalf of the Hodgesville PSD – Consider request for emergency ARP funding in the amount of \$4,693.00 to replace the control valve for the Shuemaker water tank. The existing 8" control valve is approximately 40 years old and inoperative; thus, the PSD has no means to shut water flow from the tank off in the event of an emergency.

10:30 a.m. Discuss status of pending opioid litigation
Item may lead to Executive Session per WV Code §6-9A-4

Items for Discussion / Action / Approval:

1. Correspondence from Craig D. Presar, on behalf of the WVU Extension Service, requesting a waiver of fees associated with the use of the Upshur County Pool on July 29, 2021 for the Upshur County 4-H Summer Splash pool party held by the WVU Upshur County 4-H leaders Association. *
2. Approval for Kristie G. Tenney, President, to execute any and all documents necessary for the Promissory Note and Business Loan Modification Agreement between the Upshur County Commission, Buckhannon Upshur Airport Authority and Community Bank. The outstanding principal balance as of June 18, 2021 was fifty thousand four hundred fifty dollars and twenty cents (\$50,450.20). The maturity date will be extended from July 14, 2021 to July 14, 2022. *
3. Review and signature of WV Communities Risk Pool Coversheet to Member Agreement. The total annual contribution including workers' compensation is one hundred seventy-five thousand five hundred sixteen dollars (\$175,516). *
4. Review and signature of an Agreement between the Upshur-Buckhannon Health Department and the Upshur County Commission, parties of the first part, and Frank N. Floyd, in his individual capacity and doing business as Fisher Auto Parts, Inc. This agreement jointly engages Fidler's Tree Service to clean-up a shared property line located between the Upshur-Buckhannon Health Department and Fisher Auto Parts, Inc. and further creates between them a mutual hold harmless and cross-indemnity arrangement.*

5. Review and approval of the revised Internal Purchasing Policy for Department Supervisors that report to the Upshur County Commission. *
6. Approval of revised 2021 Buckhannon-Upshur Recreational Park Rental Contract. *
7. Approval and signature of a Liquid Propane Tank Lease Agreement between Southern States Buckhannon Coop and the Upshur County Commission for a 120-gallon tank to be located at the Hampton Community Center. The lease will be for a period of one year in the amount of \$36 per year due on October 15th. *
8. Correspondence from Joyce Harris-Thacker announcing a wage rate increase for Belinda Lewis, effective June 20, 2021. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) Under separate cover
9. Consider rescinding the COVID-19 Sick Leave and Travel Policies per the Policy Board vote on June 24, 2021. *
10. Approval of termination of Buckhannon-Upshur Recreational Park employee. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) Under separate cover
11. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off, Remote Work Request(s).

For Your Information:

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Correspondence from Carrie L. Wallace, County Administrator, to Chief Circuit Judge Jacob Reger requesting permission to process payment from the Worthless Check Fund for Magistrate Court Bailiff Services for fiscal year ending June 30, 2021. This invoice is in the amount of \$4,270.
2. Correspondence from Harold D. Ward, Cabinet Secretary of the WV DEP, appointing Paula Stone to the Board of Directors of the Upshur County Solid Waste Authority, effective July 1, 2021. Her appointment will expire on June 30, 2025.
3. Correspondence from Ann Urling, WV Governor's Office Deputy Chief of Staff, notifying local governments that received funding from the Governor's allocation for local governments of the required information for pass-through entities.
4. Proclamation made by Governor Jim Justice on June 18, 2021 terminating the "Face Covering Order" effective 12:01 a.m. EDT, on June 20, 2021.
5. June 28, 2021 News Release – WV Department of Arts, Culture and History to Host Webinar on American Rescue Plan Funding for arts-funding programs on July 7th at 10 a.m.
6. Deed between Patricia Linger, Harold Rowan, Ray Unrue, David Linger, Jerry Hoover, Huelin Linger and Robert Hoover, as Trustees of the Hampton United Methodist Church and the Upshur County Commission. The land and real estate have ceased to be used as a community building to benefit the

citizens residing in Hampton, Upshur County and the land and real estate shall now revert back to the County Commission of Upshur County, effective June 28, 2021.

7. Upshur County Sheriff's Financial Statement for period ending May, 2021

8. Appointments Needed or Upcoming:

- Buckhannon-Upshur Airport Authority (unexpired term -- 6/30/2021) – City Representative
- Upshur County Fire Board (7/1/2021-6/30/2024) – Fire Association Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/21-6/30/23) – City Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/21-6/30/23) – City Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/21-6/30/23) – BOE Representative
- Upshur County Farmland Protection Board (7/1/21-6/30/25) – County resident
- Upshur County Farmland Protection Board (7/1/21-6/30/25) – Farm Bureau Representative

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. ****

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

Next Regular Meeting of the Upshur County Commission
July 15, 2021 --- 9:00 a.m.
Upshur County Courthouse Annex

The Upshur County Commission Meeting scheduled for July 8, 2021, has been CANCELLED

LEWIS-GILMER E-911 YEARLY TOTALS

CAD # DATE 2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
LEWIS COUNTY													
15 LEWIS SHERIFF	298	326	515	481	385								2005
10 WESTON PD	126	97	163	129	180								695
250 LEWIS DPS	146	119	163	154	150								732
230 LEWIS DNR	13	10	14	6	14								57
208 LEWIS EMS	290	271	282	270	281								1394
201 WESTON FD	102	71	88	85	109								455
202 JANE LEW FD	27	24	25	22	32								130
203 PRICETOWN FD	12	18	14	9	15								68
204 WALKERSVILLE FD	14	15	18	18	25								90
205 JACKSON MILL FD	18	16	21	17	19								91
206 MIDWAY FD	2	2	0	1	3								8
ANIMAL CONTROL	40	35	57	57	44								233
DOGS PICKED UP	17	5	13	19	18								72
OTHERS PICKED UP	0	5	1	3	4								13
												Total	5958

GILMER COUNTY													
104 GILMER SHERIFF	39	60	97	74	68								338
102 GLENVILLE PD	89	81	99	72	85								426
103 CAMPUS PD	2	2	7	1	8								20
150 GILMER DPS	65	85	92	65	106								413
130 GILMER DNR	1	1	7	0	0								9
175 GILMER EMS	82	95	108	91	95								471
101 GLENVILLE FD	18	22	26	19	21								106
105 NORMANTOWN FD	1	6	5	4	1								17
106 SAND FORK FD	6	11	14	14	16								61
107 CEDARVILLE FD	0	2	1	0	1								4
108 TROY FD	3	2	4	2	5								16
ANIMAL CONTROL	2	1	0	1	1								5
												Total	1886

Total by Month	1413	1382	1834	1614	1686	0	0	0	0	0	0	0	0
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THE SECRETARY OF THE INTERIOR
WASHINGTON

JUN 24 2021

Lewis, County Of
110 Center Avenue
Weston, West Virginia 26452-1964

Dear County Official:

I am pleased to notify you that on June 24, 2021, the Department of the Interior (Department) issued payments under the Payments in Lieu of Taxes (PILT) program. The PILT program compensates eligible local jurisdictions for Federal lands administered by agencies within the Department and on behalf of the U.S. Forest Service and the U.S. Army Corps of Engineers. Local governments may use the PILT payments for any governmental purpose, including emergency response, public schools, and roads. Since local governments cannot tax Federal lands, annual PILT payments help to defray costs associated with maintaining important community services.

The Payments in Lieu of Taxes Act, 31 U.S.C. 6901-6907, as amended, authorized the program. The PILT Act prescribes the formula used to compute the annual payments based on annually adjusted per-acre and population variables. Prior-year Federal payments under certain revenue-sharing programs, as reported annually by States, are deducted in formulating the payment amounts. A provision in the PILT Act provides temporary compensation for recent additions to the National Park System and National Forest Wilderness Areas.

The Consolidated Appropriations Act, 2021 (Public Law 116-260) was enacted on December 27, 2020, providing full funding for the 2021 PILT program. More than 1,900 local jurisdictions received a total of \$529.3 million in PILT payments this year.

For 2021, your county is receiving a PILT payment of \$58,593. If you provided current bank routing and account numbers to our Interior Business Center office or to the System of Awards Management (SAM), an electronic funds transfer was posted to your account on or about June 24, 2021. If you did not receive a payment or require further information, please refer to www.doi.gov/pilt. The website includes information on how to register in SAM to expedite receipt of future PILT payments. If you have any questions, please contact the PILT Program Manager, Ms. Dionna Kiernan, at DOI_PILT@ios.doi.gov or (202) 513-7783.

Sincerely,

Deb Haaland

\$59,183 rec. in 2020

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



MINUTES OF JUNE 10,2021 MEETING OF
HISTORIC LANDMARKS COMMISSION

The June 10th,2021 meeting of the Historic Landmarks Commission was called to order at the Weston Municipal Building at 5:00 p.m. by President Anna Cardelli. In attendance were Mayor Kim Harrison-Edwards, Brian McClain, Rebecca Jordan Gleeson, Bruce Adler.

APPROVAL OF MINUTES:

Rebecca Jordan Gleeson made a motion second by Brian McClain to approve May 13,2021 minutes.

TREASURER'S REPORT:

The balance in the checking account is \$3897.91. Anna requested a copy of the bill and payment for Jesse Corlis to be sent in with the grant, which was provided.

HUMANITIES COUNCIL GRANT UPDATE:

Anna reported we have five of the signs going in for placement and should have the draft back soon. We need to confirm pictures for the signs. We need to determine on what map we are using for the parking lot sign. The sign for Bank Alley needs to have further discussion.

HUMANITIES COUNCIL SMITHSONIAN "CROSSROADS" PROJECT:

Anna expressed that we need to be working on the play with need for actors. Anna has not heard anything back from the High School if they are going to help with the play. Anna will provide Bruce Adler the email address and he will reach out to them as well. One more training class is schedule to show how to set up the exhibits. Anna expressed that we need to decide what we are going to spend the money for. We have ninety days after the grant submission for we miss out of the funds.

COLUMBIA CLUB:

Anna informed that we submitted a grant could possibly hear something in August and we did do a couple of smaller grants to tie together. Susie Vance will be more than happy to provide photos on the entire perimeter on her side in the back of the roof. Anna told Susie Vance to go ahead and send them to her. Susie Vance also provided measurements of the drains, retaining wall and will be happy to help in any way please keep her informed.

STREETS SIGNS:



Mayor Harrison-Edwards thought that the parking meters poles could possibly be removed in the next couple weeks. Interim City Clerk gave the pricing on the sign from Kirby Built for the parking lot. We will be checking into a different background color instead of the white.

BANK ALLEY UPDATE:

Anna let everyone know that Jesse Corlis has a couple of days more to work. The quality is still in good shape then we will need to finish cleaning and then seal the brick.

NEW BUSINESS:

AMERICORPS:

Anna informed that we have one full time person and will need to set up interviews. The person can be dedicated to "Crossroads" to get us where we need to be.

GRANTS:

Rebecca Jordan Gleeson informed on the Women's Suffrage Grant we need to provide them with three dates for them to choose from it will be six weeks in advance. They will provide us with a packet that tells us how to advertise.

MAIN STREET PROJECT:

No update.

PARKING LOT:

No update.

RIFFLE'S BRICK HOUSE:

Mayor Harrison-Edwards informed the Lewis County First will be putting \$4000.00 towards that project and Kim and Gene Edwards will be donating \$4000.00 towards the purchase. The plot of land will need to be resurveyed including twenty some feet from the structure is what we want. Larry Snider went over to look at the shape of the building as far as the roof, the electrical and plumbing. We are waiting for his report.

ADJOURNMENT:

Rebecca Jordan Gleeson made a motion second by Anna Cardelli to adjourn at 6:10 p.m.

Anna Cardelli, President



Weston, the  of West Virginia

102 W. Second Street
Weston, WV 26452

P 304.269.6141
F 304.269.7842

Kim Harrison
Mayor

PUMPS

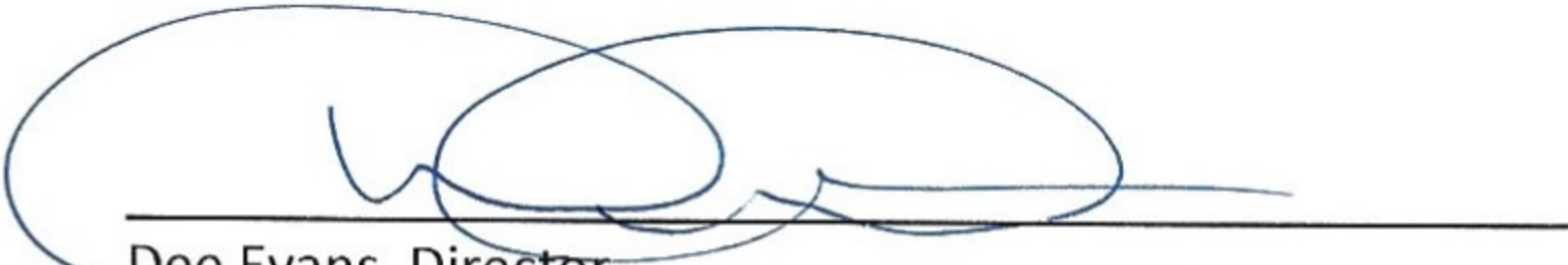
- Pulled pumps at several stations. Majority of reasons were wipes.
- Several call-outs due to heavy rains
- Ground maintenance, bee spraying and weed killing throughout the entire system

OFFICE-Director

- Met with BVTSCC Customers RE: Project Issues
- Preparing for 2019/2020 Audits
- Working on Water Terminations for non-pay of sewer.
- Working on Collections of Final Customer past due accounts
- Weekly Department Head Meetings with City Manager
- 40+ Pump Station Power Bill Analysis
- Employee Evaluations
- Billing Clerk/Receptionist Resignation
- Advertisement for Billing Clerk/Receptionist/Interviews for Position
- Setting up GIS Accounts

STORMWATER

- Working with Code Enforcement to identify those customers who still have gutters and roof drains tied into their sewer lines. Letters will be sent out by our office as a follow up.



Dee Evans, Director

**WESTON SANITARY BOARD
171 MAIN AVENUE
WESTON, WV 26452
(304)269-1300**

**MONTHLY REPORT
July 6, 2021**

PROJECT UPDATE

- Project is complete with exception of a couple punch list items.
- Request for remaining Contingency Money has been submitted. It has been tabled twice. They are waiting on full IJDC to meet. We submitted supplemental information the week of June 21.
- GIS mapping has begun. Stacey has received multiple files from Thrasher to start building base information. Brock & Dee have reviewed and begun to set up account.

PLANT REPORT

- Finished installation of non-potable pump and all new lines are now in service. The plant office building is the only structure that is still on WVAWC service.
- Experiencing several power issues at the plant causing Blowers to shut down. (second Blower-old back up, finally went out) only 1 new Blower online. Second new Blower will be purchased/installed with contingency money from BVTTS CC project.
- Maintenance on Membrane Building, UV Unit, Clarifiers (caused by sludge)
- Currently running all flow through 1 Basin
- Too much sludge forced us to Waste large amounts into the Equalization Basin, which we will continue until sludge can be removed. By doing so, we have the best effluent ever seen at the plant. Clarity to the bottom of the UV Channels.

COLLECTION

- Blue Ridge was called in for Emergency repair at H & M used car lot. 16' deep cut. We had to use Vac truck daily to empty manhole until repair was complete.
- Major repair around 466 Broad Street. We ran new 6" line.
- Several Miss Utility Mark Outs
- Cleared drains for Street Department

JET CALLS

- 21 Jet Calls 6 Main Line 15 Customer

7. and 8. Sanitary Board and Department Head Reports

CITY OF WESTON
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
382.000 REFUNDS AND REBATES	168.35		
Fire Dept MVA Responses	500.00		
wv coal severance	7,196.39	6,500.00	696.39
WV TREASURY VENDER NTE	6,192.48		
301.000 · PROPERTY (AD VALOREM) TAXES	400,068.41	408,272.00	-8,203.59
302.000 · TAX PENALTIES & INTEREST	11,289.91	8,000.00	3,289.91
303.000 · GAS & OIL SERVANCE TAX	6,561.12	10,000.00	-3,438.88
304.000 · EXCISE TAX ON UTILITIES	300,744.04	375,000.00	-74,255.96
305.000 · B & O TAX	497,057.51	500,000.00	-2,942.49
306.000 · WINE & LIQUOR TAX (WLP)	66,388.01	66,787.00	-398.99
307.000 · ANIMAL CONTROL TAX	1,058.40	1,056.00	2.40
314.000 · Sales Tax Revenue	427,708.65	575,000.00	-147,291.35
320.000 · FINES, FEES & COURT COSTS			
Court	213.78		
320.000 · FINES, FEES & COURT COSTS - Other	11,609.00	25,000.00	-13,391.00
Total 320.000 · FINES, FEES & COURT COSTS	11,822.78	25,000.00	-13,177.22
321.000 · PARKING VIOLATIONS	290.00	1,500.00	-1,210.00
325.000 · LICENSES	12,777.34	14,000.00	-1,222.66
326.000 · PERMIT FEES	11,562.15	10,745.00	817.15
327.000 · MISC. PERMITS	75.00		
328.000 · FRANCHISE FEES	33,389.76	40,000.00	-6,610.24
330.000 · IRP FEES	121,245.24	132,000.00	-10,754.76
336.000 · CEMETERY REVENUES	0.00	1,000.00	-1,000.00
341.000 · MUNICIPAL SERVICE FEES	278,265.31	292,100.00	-13,834.69
342.000 · PARKING METER REVENUES	1,391.23	15,000.00	-13,608.77
343.000 · OFF STREET PARKING	2,460.00	3,000.00	-540.00
344.000 · COLLECTIONS DELINQUENT ACCTS			
DELINQUENT MUNICIPAL	652.78		
344.000 · COLLECTIONS DELINQUENT ACCTS - Other	0.00	700.00	-700.00
Total 344.000 · COLLECTIONS DELINQUENT ACCTS	652.78	700.00	-47.22
352.000 · FIRE PROTECTION FEE	0.00	0.00	0.00
361.000 · CHARGES FOR SERVICES	0.00	0.00	0.00
366.000 · STATE GOVERNMENT GRANTS			
14LEDA0125 WFD \$2000 CLOSED	4.27		
Total 366.000 · STATE GOVERNMENT GRANTS	4.27		
367.000 · Other Grants			
367.005 · CARES ACT	253,912.86		
367.000 · Other Grants - Other	7,698.20	261,112.00	-253,413.80
Total 367.000 · Other Grants	261,611.06	261,112.00	499.06
368.000 · DONATIONS FOR NON GRANT			
CONTRIBUTIONS FROM OTHER ENTITI	0.00	0.00	0.00
Total 368.000 · DONATIONS FOR NON GRANT	0.00	0.00	0.00
376.000 · VIDEO LOTTERY/GAMBLING INCOME			
376.001 · GREENBRIER DISTRIBUTION INCOME	339.07		
376.002 · TABLE GAMES DISTRIBUTION INCOME	7,178.06		
376.000 · VIDEO LOTTERY/GAMBLING INCOME - Other	0.00	20,000.00	-20,000.00
Total 376.000 · VIDEO LOTTERY/GAMBLING INCOME	7,517.13	20,000.00	-12,482.87
381.000 · REIMBURSEMENTS			
381.401 · HISTORICAL LANDMARK COMMISSION	-500.00		
381.000 · REIMBURSEMENTS - Other	109,959.19	0.00	109,959.19
Total 381.000 · REIMBURSEMENTS	109,459.19	0.00	109,459.19
382.00 · Refunds and Rebates	1,284.36	0.00	1,284.36
383.000 · SALE OF FIXED ASSETS	143.10	144.00	-0.90
389.000 · ACCIDENT REPORTS/INCIDENT	2,370.00	2,250.00	120.00
397.000 · Video Lottery (LVL)	21,275.49	23,276.00	-2,000.51
399.000 · MISCELLANEOUS REVENUE	1,895.88	2,000.00	-104.12
436.218 · CODE ENFORCEMENT POSTAGE	-116.80		
Total Income	2,604,308.54	2,794,442.00	-190,133.46
Gross Profit	2,604,308.54	2,794,442.00	-190,133.46

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

Expense	Jul '20 - Jun 21	Budget	\$ Over Budget
103.0 · Salaries	0.00		
104.0 · Payroll Taxes	5,007.81		
107.0 · Pension Contribution	0.00		
210.0 · Advertising	120.00		
211.0 · Telephone	265.80		
213.0 · Utilities	1,642.08		
215.0 · Building Maintenance	321.00		
223.0 · Professional Services	2,454.00		
341.0 · Materials and Supplies	2,604.46		
343.0 · Gasoline and Oil	77.09		
345.0 · Uniforms	249.85		
409.103 · MAYOR'S OFFICE OFFICIALS SALARIE	0.00	0.00	0.00
409.104 · MAYOR'S OFFICE PAYROLL TAXES	0.00	0.00	0.00
410.103 · CITY COUNCIL OFFICIAL'S SALARIES	16,000.00	18,293.00	-2,293.00
410.104 · CITY COUNCIL PAYROLL TAXES	1,752.00	0.00	1,752.00
410.341 · CITY COUNCIL MATERIALS & SUPPLY	275.00	0.00	275.00
412.103 · CITY MANAGER WAGES	44,595.78	135,084.00	-90,488.22
412.104 · CITY MANAGER-PAYROLL TAXES	6,101.75	0.00	6,101.75
412.105 · CITY MANAGER'S EMP INSURANCE	0.00	0.00	0.00
412.106 · CITY MANAGER RETIREMENT EXPENSE	0.00	0.00	0.00
412.110 · CITY MANAGER'S WORKERS COMP	0.00	0.00	0.00
412.211 · CITY MANAGER TELEPHONE	203.32		
412.220 · CITY MANAGER ADV. / LEGAL	0.00	0.00	0.00
412.221 · CITY MANAGER TRAINING AND ED	0.00	0.00	0.00
412.222 · CITY MANAGER DUES / SUBSCRIP	0.00	0.00	0.00
412.341 · CITY MANAGER'S SUPPLIES & MATER	51.75	0.00	51.75
413.101 · TREASURER OFFICE SALARIES	0.00	0.00	0.00
413.104 · TREASURER OFFICE-PAYROLL TAXES	0.00	0.00	0.00
413.105 · TREASURER'S OFFICE-EMP INSURANC	0.00	0.00	0.00
413.106 · TREASURER'S OFFICE-RETIREMENT	0.00	0.00	0.00
413.237 · TREASURER'S FEES AND TAXES	-286.00		
414.103 · FINANCE OFFICE	0.00	105,095.00	-105,095.00
414.104 · FINANCE DEPT PAYROLL TAXES	0.00	0.00	0.00
414.105 · FINANCE DEPT / INSURANCE	0.00	0.00	0.00
414.106 · FINANCE DEPT / RETIREMENT	0.00	0.00	0.00
414.110 · FINANCE DEPT / WORKERS COMP	0.00	0.00	0.00
414.218 · FINANCE DEPT / POSTAGE	0.00	0.00	0.00
414.220 · FINANCE LEGAL FEES AND ADVICE	374.50	0.00	374.50
414.221 · FINANCE DEPT / TRAINING AND ED.	0.00	0.00	0.00
414.223 · FINANCE DEPT. PROF. SERVICES			
414.224 · FINANCE DEPT. AUDIT SERVICES	22,896.00	0.00	22,896.00
414.223 · FINANCE DEPT. PROF. SERVICES - Other	43,709.55	0.00	43,709.55
Total 414.223 · FINANCE DEPT. PROF. SERVICES	66,605.55	0.00	66,605.55
414.230 · FINANCE DEPT CONTRACT SERV	17,503.86	0.00	17,503.86
414.237 · FINANCE OTHER FEES & TAXES	8,530.38		
414.341 · FINANCE DEPT / SUPPLIES	0.00	0.00	0.00
415.101 · CITY CLERK'S OFFICE - SALARY	102,806.85	375,355.00	-272,548.15
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	11,560.80	0.00	11,560.80
415.105 · CITY CLERK'S OFFICE-EMP INSURAN	101,768.40	0.00	101,768.40
415.106 · CITY CLERK'S OFFICE-RETIREMENT	6,264.84	0.00	6,264.84
415.110 · CITY CLERK / WORKERS COMP	0.00	0.00	0.00
415.218 · CITY CLERK'S POSTAGE	7.70	0.00	7.70
415.220 · CITY CLERK'S ADV/ LEGAL	4,740.50	0.00	4,740.50
415.221 · CITY CLERK'S TRAINING & ED	0.00	0.00	0.00
415.222 · CITY CLERK'S DUES & SUBSCRIPTIO	0.00	0.00	0.00
415.223 · CITY CLERK'S PROFESSIONAL SERVI	6,521.60		
415.341 · CITY CLERKS SUPPLIES & MATERIAL	274.05	0.00	274.05
416.101 · POLICE JUDGE'S OFFICAL'S SALARY	0.00	10,805.00	-10,805.00
416.104 · POLICE JUDGE'S PAYROLL TAX	0.00	0.00	0.00
416.221 · POLICE JUDGE'S TRAINING & ED	0.00	0.00	0.00
416.341 · POLICE JUDGE SUPPLIES & MATER	0.00	0.00	0.00
417.103 · CITY ATTORNEY SALARIES & WAGES	4,995.14	0.00	4,995.14
417.104 · CITY ATTORNEY PAYROLL TAXES	382.11		
417.220 · CITY ATTORNEY LEGAL FEES ADVICE	0.00	0.00	0.00
417.221 · ATTORNEY TRAINING FEES	349.00	0.00	349.00
417.223 · CITY ATTORNEY PROFESSION SERVIC	43,859.87	45,000.00	-1,140.13
417.341 · CITY ATTORNEY / SUPPLIES	0.00	0.00	0.00
419.240 · MAIN ST / FACADE IMPROVEMENT	0.00	0.00	0.00
419.341 · MAIN ST BEAUTIFICATION SUPPLIES	0.00	0.00	0.00
424.000 · CONTRIBUTIONS TO COMMS/AUTHORIT	0.00	50,500.00	-50,500.00
435.222 · REGIONAL DEV AUTHORITY-DUES&SUB	4,727.00	5,000.00	-273.00

CITY OF WESTON
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
436.101 · CODE ENFORCEMENT WAGES	73,845.07	89,200.00	-15,354.93
436.104 · CODE ENFORCEMENT-PAYROLL TAX	6,096.41	0.00	6,096.41
436.105 · CODE ENFORCEMENT-EMP INSURANC	0.00	0.00	0.00
436.106 · CODE ENFORCEMENT-RETIREMENT	0.00	0.00	0.00
436.110 · CODE ENFORCEMENT WORKERS COMP	0.00	0.00	0.00
436.217 · CODE ENFORMENT VEHICLE MAINT	1,744.39	0.00	1,744.39
436.220 · CODE ENFORCEMENT LEGAL ADS	0.00	0.00	0.00
436.221 · CODE ENFORCEMENT TRAINING & ED	75.00	0.00	75.00
436.230 · CODE ENFORCEMENT CONTRACT SVC	1,129.00	0.00	1,129.00
436.341 · CODE ENFORCEMENT SUPPLIES	1,178.81	0.00	1,178.81
436.343 · CODE ENFORCEMENT FUEL	666.84	0.00	666.84
436.345 · CODE ENFORCEMENT / UNIFORMS	0.00	0.00	0.00
437.000 · CITY HALL PLANNING AND ZONING	0.00	107,307.00	-107,307.00
437.106 · CITY HALL RETIREMENT	37,097.60		
440.105 · CITY HALL CONTRIBUTION LIFE INS	4,288.76	0.00	4,288.76
440.109 · CITY HALL EYE AND DENTAL INSUR	9,484.27		
440.112 · CITY HALL WORKERS COMP	37,668.00	0.00	37,668.00
440.211 · CITY HALL TELEPHONE	4,323.69	0.00	4,323.69
440.212 · CITY HALL WIRELESS PHONE	1,600.84		
440.213 · CITY HALL UTILITIES			
440.250 · CITY HALL GAS UTILITY	2,087.27	0.00	2,087.27
440.251 · CITY HALL WATER	721.78	0.00	721.78
440.253 · CITY HALL ELECTRIC	0.00	0.00	0.00
440.213 · CITY HALL UTILITIES - Other	8,702.78	0.00	8,702.78
Total 440.213 · CITY HALL UTILITIES	11,511.83	0.00	11,511.83
440.215 · CITY HALL M & R BLDGS & GROUNDS	6,118.00	268,250.00	-262,132.00
440.216 · CITY HALL M & R EQUIPMENT	0.00	0.00	0.00
440.218 · CITY HALL POSTAGE	1,285.85	0.00	1,285.85
440.220 · CITY HALL - ADVERTISING	6,144.53	0.00	6,144.53
440.221 · CITY HALL TRAINING / TUITION	0.00	0.00	0.00
440.222 · CITY HALL DUES & SUBS	2,174.00	0.00	2,174.00
440.223 · CITY HALL-CONTRACTED SERVICES	0.00	0.00	0.00
440.224 · CITY HALL -LEGAL AND AUDITING	0.00	0.00	0.00
440.225 · City Hall - Professional Serv	587.35		
440.226 · CITY HALL INSURANCE LIABILITY	83,213.77	0.00	83,213.77
440.229 · CITY HALL COMPUTER SER & SOFTWA	16,001.91	0.00	16,001.91
440.230 · CITY HALL CONTRACTED SERVICES	14,234.15	0.00	14,234.15
440.232 · CITY HALL BANK CHARGES	10,598.84	0.00	10,598.84
440.236 · CITY H ALL PROPERTY TAXES	431.45	0.00	431.45
440.237 · CITY HALL OTHER TAXES & FEES	0.00	0.00	0.00
440.252 · CITY HALL SANITARY SEWAGE	276.78	0.00	276.78
440.341 · CITY HALL SUPPLIES & MATERIALS	9,745.66	0.00	9,745.66
440.343 · CITY HALL / GASOLINE AND OIL	0.00	0.00	0.00
440.345 · CITY HALL / UNIFORMS	0.00	0.00	0.00
440.353 · CITY HALL COMPUTER SOFTWARE	453.00		
440.457 · CIT HALL CAPITAL OUTLAY BUILDIN	11,660.00		
571.101 · PARKING SALARIES & WAGES	0.00	21,070.00	-21,070.00
571.104 · PARKING PAYROLL TAX	0.00	0.00	0.00
571.105 · PARKING EMPLOYEE INSURANCE	0.00	0.00	0.00
571.106 · PARKING RETIREMENT EXPENSE	0.00	0.00	0.00
571.211 · PARKING TELEPHONE	0.00	0.00	0.00
571.216 · PARKING M & R EQUIPMENT	0.00	0.00	0.00
571.341 · PARKING SUPPLIES & MATERIALS	823.57	0.00	823.57
571.343 · Parking Enforcement-Fuel	0.00	0.00	0.00
698.000 · TRANSFERS / REIMBURSEMENTS	0.00	409,650.00	-409,650.00
700.101 · POLICE OFFICIAL'S SALARIES	0.00	527,859.00	-527,859.00
700.103 · POLICE SALARIES & WAGES	253,910.92	0.00	253,910.92
700.104 · POLICE PAYROLL TAXES	13,533.41	0.00	13,533.41
700.105 · POLICE EMPLOYEE INSURANCE	0.00	0.00	0.00
700.106 · POLICE RETIREMENT EXPENSE	7,227.20	0.00	7,227.20
700.107 · POLICE CONTRIBUTION TO PENSION	47,452.94	0.00	47,452.94
700.110 · POLICE WORKERS COMP	161.71	0.00	161.71
700.210 · POLICE MEDICAL WELLNESS BILLS	603.08		
700.211 · POLICE TELEPHONE	0.00	0.00	0.00
700.212 · POLICE DEPARTMEN WIRELESS PHONE	4,153.42		
700.214 · POLICE TRAVEL	0.00	0.00	0.00
700.216 · POLICE M & R EQUIPMENT	2,388.65	0.00	2,388.65
700.217 · POLICE M & R AUTOS/TRUCKS	4,485.73	0.00	4,485.73
700.218 · POLICE POSTAGE	17.25		
700.221 · POLICE TRAINING & EDUCATION	730.59	0.00	730.59
700.222 · POLICE DUES & SUBSCRIPTION	0.00	0.00	0.00
700.223 · POLICE PROFESSIONAL SERVICES	3,205.28	0.00	3,205.28
700.225 · POLICE LAUNDRY & DRY CLEANING	10.00		
700.229 · POLICE COURT COST & DAMAGES	2,240.00		

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
700.230 · POLICE CONTRACTED SERVICES	1,316.63	0.00	1,316.63
700.323 · POLICE / COMPUTER SOFTWARE	0.00	0.00	0.00
700.341 · POLICE SUPPLIES & MATERIALS	3,855.06	0.00	3,855.06
700.343 · POLICE FUEL, OIL & TIRES	4,218.58	0.00	4,218.58
700.345 · POLICE UNIFORMS	2,951.28	0.00	2,951.28
700.350 · POLICE - K-9 EXPENSES	450.72	0.00	450.72
700.459 · POLICE CAPITAL OUTLAY	3,100.00	0.00	3,100.00
706 . .106 - FIREMEN RETIREMENT EXPEN	5,289.66	0.00	5,289.66
706.103 · FIRE DEPT SALARIES & WAGES	187,147.92	450,276.00	-263,128.08
706.104 · FIRE DEPT PAYROLL TAXES	9,533.00	0.00	9,533.00
706.105 · FIRE DEPT EMPLOYEE INSURANCE	0.00	0.00	0.00
706.107 · FIRE DEPT CONTRIBUTION TO PENSI	44,696.10	0.00	44,696.10
706.110 · FIRE DEPT WORKERS COMP	0.00	0.00	0.00
706.114 · FIRE DEPARTMENT VFD INSURANCE	21,994.13	0.00	21,994.13
706.211 · FIRE DEPT TELEPHONE	2,240.62	0.00	2,240.62
706.213 · FIRE DEPT UTILITIES ELECTRIC	5,093.22	0.00	5,093.22
706.215 · FIRE DEPT / BUILDING MAINT.	0.00	0.00	0.00
706.216 · FIRE DEPT EQUIP MAINT	2,266.91	0.00	2,266.91
706.217 · FD VEHICLE MAINTENANCE	4,813.67	0.00	4,813.67
706.221 · FIRE DEPT TRAINING / TUITION	0.00	0.00	0.00
706.223 · F D PROFESSIONAL SERVICES	40.00	0.00	40.00
706.230 · FIRE DEPT CONTRACTED SERVICES	716.11	0.00	716.11
706.250 · FIRE DEPT GAS UTILITY	2,795.31	0.00	2,795.31
706.251 · FIRE DEPT WATER	525.34	0.00	525.34
706.252 · FIRE DEPT SANITARY SEWAGE	268.19	0.00	268.19
706.255 · FIRE DEPARTMENT WIRELESS PHONE	783.25	0.00	783.25
706.341 · FD MATERIAL & SUPPLIES	2,187.42	0.00	2,187.42
706.343 · FIRE DEPT GAS & OIL	3,469.65	0.00	3,469.65
706.345 · FIRE DEPT UNIFORMS	770.27	0.00	770.27
706.353 · FIRE DEPT / SOFTWARE	0.00	0.00	0.00
706.458 · FD CAPITAL OUTLAY OTHER IMP	8,661.84	0.00	8,661.84
706.459 · FD CAPITAL OUTLAY AUTO/EQUIP	26,971.89	0.00	26,971.89
711.230 · COMM. CENTER 911 CONTRACTED SER	39,600.00	40,000.00	-400.00
714.001 · POLK CREEK WATER SHED AGREEMENT	4,400.00	0.00	4,400.00
715.213 · FIRE HYDRANTS - UTILITIES	235.73	7,000.00	-6,764.27
715.251 · FIRE HYDRANT WATER UTILITY	5,193.63	0.00	5,193.63
750.101 · STREETS & HWY OFFICAL'S SALARIE	1,000.00	368,510.00	-367,510.00
750.103 · STREETS & HWY SALARIES & WAGES	160,457.46	0.00	160,457.46
750.104 · STREETS & HWY PAYROLL TAX	14,186.11	0.00	14,186.11
750.105 · STREETS & HWY EMPL INSURANCE	0.00	0.00	0.00
750.106 · STREETS & HWY RETIREMENT EXPENS	0.00	0.00	0.00
750.110 · STREETS & HWY WORKERS COMP	0.00	0.00	0.00
750.211 · STREETS & HWY TELEPHONE	0.00	0.00	0.00
750.213 · STREETS & HWY UTILITIES	0.00	0.00	0.00
750.250 · STREET DEPT GAS UTILITY	5,076.32	0.00	5,076.32
750.253 · STREET DEPT / ELECTRIC	0.00	0.00	0.00
750.213 · STREETS & HWY UTILITIES - Other	2,991.15	0.00	2,991.15
Total 750.213 · STREETS & HWY UTILITIES	8,067.47	0.00	8,067.47
750.215 · STREETS & HWY BLDG & GROUNDS	150.00	0.00	150.00
750.216 · STREETS & HWY M & R EQUIPMENT	2,741.96	0.00	2,741.96
750.217 · STREETS & HWY M & R AUTOS & TRU	14,360.14	0.00	14,360.14
750.218 · STREETS & HWY POSTAGE	31.30	0.00	31.30
750.219 · STREETS & HWY BLDG & EQUIP RENT	5,455.81	0.00	5,455.81
750.220 · STREETS & HWY ADV/LEGAL	0.00	0.00	0.00
750.221 · STREETS & HWY TRAINING & ED	0.00	0.00	0.00
750.222 · STREETS & HWY DUES & SUBS	268.65	0.00	268.65
750.223 · STREETS & HWY PROFESSIONAL FEES	3,579.29	0.00	3,579.29
750.225 · STREETS & HWY LAUNDRY & DRY CLE	599.64	0.00	599.64
750.226 · STREETS & HWY INSURANCE & BOND	250.00	0.00	250.00
750.229 · STREET DEPT COMPUTER SRVICES	1,464.83	0.00	1,464.83
750.230 · STREETS & HWY CONTRACTED SERVIC	0.00	0.00	0.00
750.231 · STREETS & HWY TREE REMOVAL	2,048.13	0.00	2,048.13
750.232 · STREET DEPT CHRISTMAS LIGHTS	1,501.84	0.00	1,501.84
750.612 · STREET DEPT WINTER CONTR SERVIC	2,880.00	0.00	2,880.00
750.230 · STREETS & HWY CONTRACTED SERVIC - Other	1,873.87	0.00	1,873.87
Total 750.230 · STREETS & HWY CONTRACTED SERVIC	8,303.84	0.00	8,303.84
750.251 · STREET DEPT WATER	3,526.56	0.00	3,526.56
750.252 · STREET DEPT SANITARY SEWAGE	2,626.40	0.00	2,626.40
750.341 · STREETS & HWY SUPPLIES & MAT	0.00	0.00	0.00
750.600 · STREET DEPT HOT MIX ASPHALT	0.00	0.00	0.00

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
750.602 · SEWER CUTS AND REPAIR	344.31		
750.600 · STREET DEPT HOT MIX ASPHALT - Other	14,607.34	0.00	14,607.34
Total 750.600 · STREET DEPT HOT MIX ASPHALT	14,951.65	0.00	14,951.65
750.601 · STREET DEPT STONE	3,266.14	0.00	3,266.14
750.610 · STREET DEPT WINTER SALT	6,930.33		
750.620 · STREET DEPT STREET SIGNS	3,900.29		
750.341 · STREETS & HWY SUPPLIES & MAT - Other	41,231.61	0.00	41,231.61
Total 750.341 · STREETS & HWY SUPPLIES & MAT	70,280.02	0.00	70,280.02
750.342 · STORMWATER DRAIN REPAIR/REPLACE	35,593.08	0.00	35,593.08
750.343 · STREETS & HWY FUEL, OIL & TIRES	8,095.55	0.00	8,095.55
750.345 · STREET DEPT UNIFORMS	351.82	0.00	351.82
750.457 · CAPITAL OUTLAY-BUILDINGS	0.00	0.00	0.00
750.459 · STREETS & HWY CAPITAL OUTLAY	0.00	0.00	0.00
750.615 · STREET DEPT DISPOSAL	1,058.68	0.00	1,058.68
751.213 · STREET LIGHTS UTILITIES	63,987.81	63,000.00	987.81
752.213 · SIGNS & SIGNALS UTILITIES	1,595.39	2,500.00	-904.61
752.341 · SIGNS & SIGNALS SUPPLIES & MAT	0.00	0.00	0.00
752.459 · SIGNS & SIGNALS / EQUIP CAPITAL	0.00	0.00	0.00
753.000 · STREETS SNOW REMOVAL	0.00	15,000.00	-15,000.00
753.230 · SNOW REMOVAL CONTRACT SVCS	0.00	0.00	0.00
753.341 · SNOW REMOVAL SUPPLIES	0.00	0.00	0.00
755.230 · Street Const-Contracted Svcs	0.00	175,000.00	-175,000.00
755.341 · STREET CONST. SUPPLIES	0.00	0.00	0.00
756.230 · ST. CLEANING CONTRACT SVCS	0.00	0.00	0.00
756.341 · ST. CLEANING SUPPLIES	0.00	0.00	0.00
756.459 · ST. CLEANING EQUIP. CAPITAL	0.00	0.00	0.00
757.341 · SIDEWALKS / SUPPLIES	0.00	0.00	0.00
805.341 · STORM SEWER / SUPPLIES	0.00	0.00	0.00
805.459 · STORM SEWER / EQUIP. CAPITAL	0.00	0.00	0.00
809.230 · GRANTS - CONTRACT SERVICES	40.86	0.00	0.00
900.000 · Parks and Recreation	0.00	0.00	0.00
903.000 · NON GRANT EXPENSES FROM DONATIO CITY PARKS	600.00		
FAIRS AND FESTIVALS	400.00	1,000.00	-600.00
Total 903.000 · NON GRANT EXPENSES FROM DONATIO	1,000.00	1,000.00	0.00
914.000 · Rails to Trails	0.00	0.00	0.00
920.002 · WV CULTURE & HISTORY GRANT	1,188.00	1,500.00	-312.00
950.230 · BEAUTIFICATION-CONTRACTED SVCS	1,125.00	5,500.00	-4,375.00
950.341 · BEAUTIFICATION-SUPPLIES	3,266.43	0.00	3,266.43
950.700 · BEAUTIFICATION HALLOWEEN CONT	175.00		
952.103 · CEMETARY / SALARIES	0.00	0.00	0.00
952.104 · CEMETARY / PAYROLL TAXES	0.00	0.00	0.00
952.230 · CEMETERIES CONTRACTED SERVICES	11,700.00	12,000.00	-300.00
975.000 · GENERAL GOV. / CAPITAL IMPROV	0.00	0.00	0.00
976.000 · PUBLIC SAFETY / CAPITAL IMPROV	0.00	0.00	0.00
977.000 · STREET DEPT-S/T CAP IMPROVEMENT	0.00	255,843.00	-255,843.00
977.001 · 4TH ST BRIDGE OVER POLK REPLACE	135,329.66		
978.000 · HEALTH & SAN. / CAPITAL IMPROV	0.00	0.00	0.00
979.000 · CULTURE & REC / CAPITAL IMPROV	0.00	0.00	0.00
980.000 · SOCIAL SVCS / CAPITAL IMPROV	0.00	0.00	0.00
Total Expense	2,114,730.28	3,565,597.00	-1,450,866.72
Net Ordinary Income	489,578.26	-771,155.00	1,260,733.26
Net Income	489,578.26	-771,155.00	1,260,733.26

CITY OF WESTON
Balance Sheet Prev Year Comparison
As of June 30, 2021

	Jun 30, 21	Jun 30, 20	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
101-10 · COAL SEVERANCE 01521008409	18,584.16	11,387.77	7,196.39
101.1 · GENERAL FUNDS 01521008454	1,173,899.56	697,507.34	476,392.22
101.2 · PAYROLL ACCOUNT 01521008506	-129,089.91	564.61	-129,654.52
101.3 · RAINY DAY FUND 01521224364	995.16	995.16	0.00
101.4 · POLICE EQUIPMENT 01521101076	495.88	495.88	0.00
101.75 · POLICE K-9 FUND 01221260149	358.70	358.70	0.00
101.8 · OFF SET PROGRAM01521118823	500.01	500.01	0.00
101.99 · POLICEMANS PENSION AND RELIEF F	44,699.82	24,155.42	20,544.40
101.999 · FIREMENS PENSION FUND 0067757...	60,301.81	24,816.83	35,484.98
Total Checking/Savings	1,170,745.19	760,781.72	409,963.47
Accounts Receivable			
ACCIDENT & INCIDENT REPORTS	30.00	30.00	0.00
B & O TAXES	2,727.07	1,653.04	1,074.03
BUSINESS LICENSE.	4,184.27	3,683.30	500.97
EXCISE TAX	6.74	0.00	6.74
Fire Dept MVA Response	19,975.00	17,625.00	2,350.00
LIEN ON PROPERTY	1,980.00	2,222.00	-242.00
MUNICIPAL FEES	188,741.78	109,809.99	78,931.79
PAID PARKING	120.00	0.00	120.00
PENALTY/LATE FEE	6,072.78	6,537.78	-465.00
PERMITS	217.62	301.62	-84.00
REIMBURSEMENTS.	10,060.44	215.81	9,844.63
Use Tax Receivable	0.00	140,531.89	-140,531.89
UTILITY TAX	-0.10	0.00	-0.10
Total Accounts Receivable	234,115.60	282,610.43	-48,494.83
Other Current Assets			
Firement Pension Account	1,314,022.46	1,314,022.46	0.00
Policeman Pension Fund	1,543,358.67	1,543,358.67	0.00
106 · PETTY CASH FUND	247.00	247.00	0.00
12000 · UNDEPOSITED FUNDS	41,144.50	23,933.40	17,211.10
Total Other Current Assets	2,898,772.63	2,881,561.53	17,211.10
Total Current Assets	4,303,633.42	3,924,953.68	378,679.74
Fixed Assets			
131-1 · BUILDING-CITY HALL	225.00	225.00	0.00
131-2 · BUILDING-STREET DEPT	-234.49	-234.49	0.00
131-4 · S/D AUTOMOBILES	14,568.00	14,568.00	0.00
133.1 · EQUIPMENT-POLICE	7,177.00	7,177.00	0.00
133.2 · STREETS & HWY M & R EQUIPMEN	37,961.00	37,961.00	0.00
133.3 · CITY HALL - EQUIPMENT	19,183.62	19,183.62	0.00
Total Fixed Assets	78,880.13	78,880.13	0.00
TOTAL ASSETS	4,382,513.55	4,003,833.81	378,679.74
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
201 · ACCOUNTS PAYABLE	103,920.08	167,552.10	-63,632.02
224 · CPRB EMPLOYEE W/H	-7,720.75	0.00	-7,720.75
225 · PEIA Insurance w/h	-20,432.40	0.00	-20,432.40
Total Accounts Payable	75,766.93	167,552.10	-91,785.17
Credit Cards			
Fifth Third Bank Purchasing Car	-47,467.72	-10,789.87	-36,677.85

CITY OF WESTON
Balance Sheet Prev Year Comparison
As of June 30, 2021

	Jun 30, 21	Jun 30, 20	\$ Change
Total Credit Cards	-47,467.72	-10,789.87	-36,677.85
Other Current Liabilities			
221.1 · Accrued Wages	0.00	25,053.95	-25,053.95
224.1 · FIREMEN PENSION W/H	34,373.89	32,937.34	1,436.55
224.2 · POLICE PENSION E/H	30,378.84	22,519.03	7,859.81
224.3 · CPRS RETIREMENT W/H	7,325.16	-9,992.16	17,317.32
225.1 · PEIA W/H	-86,650.64	-9,599.85	-77,050.79
250 · PAYROLL DEDUCTIONS			
225.2 · Optional Life Insurance W/H	-3,275.02	296.20	-3,571.22
225.3 · Dependent Life Insurance	188.96	75.08	113.88
225.4 · Supplemental Insurance	9,445.26	1,994.08	7,451.18
227.2 · Municipal Fee-Employee w/h	737.50	325.00	412.50
Total 250 · PAYROLL DEDUCTIONS	7,096.70	2,690.36	4,406.34
260 · Employee Reimbursement Payable	-35.00	0.00	-35.00
Total Other Current Liabilities	-7,511.05	63,608.67	-71,119.72
Total Current Liabilities	20,788.16	220,370.90	-199,582.74
Total Liabilities	20,788.16	220,370.90	-199,582.74
Equity			
30000 · Opening Balance Equity	2,967,578.53	2,967,578.53	0.00
32000 · Unrestricted Net Assets	815,884.38	373,876.69	442,007.69
Net Income	578,262.48	442,007.69	136,254.79
Total Equity	4,361,725.39	3,783,462.91	578,262.48
TOTAL LIABILITIES & EQUITY	4,382,513.55	4,003,833.81	378,679.74

CITY OF WESTON

Profit & Loss

June 2021

	<u>Jun 21</u>
Ordinary Income/Expense	
Income	
301.000 · PROPERTY (AD VALOREM) TAXES	9,247.96
304.000 · EXCISE TAX ON UTILITIES	12,078.84
305.000 · B & O TAX	3,876.09
307.000 · ANIMAL CONTROL TAX	2.70
320.000 · FINES, FEES & COURT COSTS	1,432.00
325.000 · LICENSES	422.09
326.000 · PERMIT FEES	1,480.50
381.000 · REIMBURSEMENTS	4,660.00
389.000 · ACCIDENT REPORTS/INCIDENT	300.00
399.000 · MISCELLANEOUS REVENUE	10.00
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Total Income	33,510.18
Gross Profit	33,510.18
Expense	
410.103 · CITY COUNCIL OFFICAL'S SALARIES	1,300.00
410.104 · CITY COUNCIL PAYROLL TAXES	99.45
412.103 · CITY MANAGER WAGES	2,572.32
412.104 · CITY MANAGER-PAYROLL TAXES	188.46
414.230 · FINANCE DEPT CONTRACT SERV	917.27
415.101 · CITY CLERK'S OFFICE - SALARY	8,818.00
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	664.45
417.103 · CITY ATTORNEY SALARIES & WAGES	1,513.00
417.104 · CITY ATTORNEY PAYROLL TAXES	115.74
436.101 · CODE ENFORCEMENT WAGES	4,841.24
436.104 · CODE ENFORCEMENT-PAYROLL TAX	366.40
440.213 · CITY HALL UTILITIES	
440.250 · CITY HALL GAS UTILITY	97.50
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Total 440.213 · CITY HALL UTILITIES	97.50
440.215 · CITY HALL M & R BLDGS & GROUNDS	1,775.00
440.230 · CITY HALL CONTRACTED SERVICES	680.88
440.252 · CITY HALL SANITARY SEWAGE	32.39
440.341 · CITY HALL SUPPLIES & MATERIALS	175.45
700.103 · POLICE SALARIES & WAGES	30,896.81
700.104 · POLICE PAYROLL TAXES	1,581.67
700.217 · POLICE M & R AUTOS/TRUCKS	386.92
700.459 · POLICE CAPITAL OUTLAY	1,420.00
706.103 · FIRE DEPT SALARIES & WAGES	17,910.08
706.104 · FIRE DEPT PAYROLL TAXES	603.63
706.114 · FIRE DEPARTMENT VFD INSURANCE	7,274.00
706.211 · FIRE DEPT TELEPHONE	154.30
706.252 · FIRE DEPT SANITARY SEWAGE	28.56
711.230 · COMM. CENTER 911 CONTRACTED SER	3,300.00
715.251 · FIRE HYDRANT WATER UTILITY	497.98
750.103 · STREETS & HWY SALARIES & WAGES	15,634.40
750.104 · STREETS & HWY PAYROLL TAX	1,158.23
750.219 · STREETS & HWY BLDG & EQUIP RENT	4,600.00
750.223 · STREETS & HWY PROFESSIONAL FEES	3,579.29
750.251 · STREET DEPT WATER	119.26
750.252 · STREET DEPT SANITARY SEWAGE	332.68
750.341 · STREETS & HWY SUPPLIES & MAT	
Paving Pot holes	0.00
750.600 · STREET DEPT HOT MIX ASPHALT	1,053.63
750.341 · STREETS & HWY SUPPLIES & MAT - Other	800.75
	<hr/>
Total 750.341 · STREETS & HWY SUPPLIES & MAT	1,854.38

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Accrual Basis

CITY OF WESTON

Profit & Loss

June 2021

	<u>Jun 21</u>
751.213 · STREET LIGHTS UTILITIES	4,757.68
809.230 · GRANTS - CONTRACT SERVICES	40.86
950.341 · BEAUTIFICATION-SUPPLIES	31.97
952.230 · CEMETERIES CONTRACTED SERVICES	1,900.00
977.001 · 4TH ST BRIDGE OVER POLK REPLACE	937.20
	<hr/>
Total Expense	123,157.45
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Net Ordinary Income	-89,647.27
	<hr/>
Net Income	<u>-89,647.27</u>

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
382.000 REFUNDS AND REBATES	168.35		
Fire Dept MVA Responses	2,850.00		
wv coal severance	7,196.39	6,500.00	696.39
WV TREASURY VENDER NTE	6,192.48		
301.000 · PROPERTY (AD VALOREM) TAXES	400,068.41	408,272.00	-8,203.59
302.000 · TAX PENALTIES & INTEREST	9,358.80	8,000.00	1,358.80
303.000 · GAS & OIL SERVANCE TAX	6,561.12	10,000.00	-3,438.88
304.000 · EXCISE TAX ON UTILITIES	300,744.94	375,000.00	-74,255.06
305.000 · B & O TAX	498,774.25	500,000.00	-1,225.75
306.000 · WINE & LIQUOR TAX (WLP)	66,388.01	66,787.00	-398.99
307.000 · ANIMAL CONTROL TAX	1,058.40	1,056.00	2.40
314.000 · Sales Tax Revenue	427,708.65	575,000.00	-147,291.35
320.000 · FINES, FEES & COURT COSTS	11,609.00	25,000.00	-13,391.00
321.000 · PARKING VIOLATIONS	290.00	1,500.00	-1,210.00
325.000 · LICENSES	13,100.28	14,000.00	-899.72
326.000 · PERMIT FEES	11,698.15	10,745.00	953.15
327.000 · MISC. PERMITS	75.00		
328.000 · FRANCHISE FEES	33,389.76	40,000.00	-6,610.24
330.000 · IRP FEES	121,245.24	132,000.00	-10,754.76
336.000 · CEMETERY REVENUES	0.00	1,000.00	-1,000.00
341.000 · MUNICIPAL SERVICE FEES	291,995.61	292,100.00	-104.39
342.000 · PARKING METER REVENUES	1,391.23	15,000.00	-13,608.77
343.000 · OFF STREET PARKING	2,580.00	3,000.00	-420.00
344.000 · COLLECTIONS DELINQUENT ACCTS			
DELINQUENT MUNICIPAL	700.00		
344.000 · COLLECTIONS DELINQUENT ACCTS - Other	0.00	700.00	-700.00
Total 344.000 · COLLECTIONS DELINQUENT ACCTS	700.00	700.00	0.00
352.000 · FIRE PROTECTION FEE	0.00	0.00	0.00
361.000 · CHARGES FOR SERVICES	0.00	0.00	0.00
366.000 · STATE GOVERNMENT GRANTS			
14LEDA0125 WFD \$2000 CLOSED	4.27		
Total 366.000 · STATE GOVERNMENT GRANTS	4.27		
367.000 · Other Grants			
367.005 · CARES ACT	253,912.86		
367.000 · Other Grants - Other	7,698.20	261,112.00	-253,413.80
Total 367.000 · Other Grants	261,611.06	261,112.00	499.06
368.000 · DONATIONS FOR NON GRANT			
CONTRIBUTIONS FROM OTHER ENTITI	0.00	0.00	0.00
Total 368.000 · DONATIONS FOR NON GRANT	0.00	0.00	0.00
376.000 · VIDEO LOTTERY/GAMBLING INCOME			
376.001 · GREENBRIER DISTRIBUTION INCOME	339.07		
376.002 · TABLE GAMES DISTRIBUTION INCOME	7,178.06		
376.000 · VIDEO LOTTERY/GAMBLING INCOME - Other	0.00	20,000.00	-20,000.00
Total 376.000 · VIDEO LOTTERY/GAMBLING INCOME	7,517.13	20,000.00	-12,482.87
381.000 · REIMBURSEMENTS			
381.401 · HISTORICAL LANDMARK COMMISSION	-500.00		
381.000 · REIMBURSEMENTS - Other	118,670.04	0.00	118,670.04
Total 381.000 · REIMBURSEMENTS	118,170.04	0.00	118,170.04
382.00 · Refunds and Rebates	1,284.36	0.00	1,284.36
383.000 · SALE OF FIXED ASSETS	143.10	144.00	-0.90
389.000 · ACCIDENT REPORTS/INCIDENT	2,370.00	2,250.00	120.00
397.000 · Video Lottery (LVL)	21,275.49	23,276.00	-2,000.51
399.000 · MISCELLANEOUS REVENUE	1,895.88	2,000.00	-104.12
436.218 · CODE ENFORCEMENT POSTAGE	-116.80		
Total Income	2,629,298.60	2,794,442.00	-165,143.40
Gross Profit	2,629,298.60	2,794,442.00	-165,143.40
Expense			
103.0 · Salaries	0.00		
104.0 · Payroll Taxes	0.00		

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
107.0 · Pension Contribution	0.00		
409.103 · MAYOR'S OFFICE OFFICIALS SALARIE	0.00	0.00	0.00
409.104 · MAYOR'S OFFICE PAYROLL TAXES	0.00	0.00	0.00
410.103 · CITY COUNCIL OFFICIAL'S SALARIES	16,000.00	18,293.00	-2,293.00
410.104 · CITY COUNCIL PAYROLL TAXES	1,752.00	0.00	1,752.00
410.341 · CITY COUNCIL MATERIALS & SUPPLY	275.00	0.00	275.00
412.103 · CITY MANAGER WAGES	44,595.78	135,084.00	-90,488.22
412.104 · CITY MANAGER-PAYROLL TAXES	6,101.75	0.00	6,101.75
412.105 · CITY MANAGER'S EMP INSURANCE	0.00	0.00	0.00
412.106 · CITY MANAGER RETIREMENT EXPENSE	0.00	0.00	0.00
412.110 · CITY MANAGER'S WORKERS COMP	0.00	0.00	0.00
412.211 · CITY MANAGER TELEPHONE	203.32		
412.220 · CITY MANAGER ADV. / LEGAL	0.00	0.00	0.00
412.221 · CITY MANAGER TRAINING AND ED	0.00	0.00	0.00
412.222 · CITY MANAGER DUES / SUBSCRIP	0.00	0.00	0.00
412.341 · CITY MANAGER'S SUPPLIES & MATER	51.75	0.00	51.75
413.101 · TREASURER OFFICE SALARIES	0.00	0.00	0.00
413.104 · TREASURER OFFICE-PAYROLL TAXES	0.00	0.00	0.00
413.105 · TREASURER'S OFFICE-EMP INSURANC	0.00	0.00	0.00
413.106 · TREASURER'S OFFICE-RETIREMENT	0.00	0.00	0.00
414.103 · FINANCE OFFICE	0.00	105,095.00	-105,095.00
414.104 · FINANCE DEPT PAYROLL TAXES	0.00	0.00	0.00
414.105 · FINANCE DEPT / INSURANCE	0.00	0.00	0.00
414.106 · FINANCE DEPT / RETIREMENT	0.00	0.00	0.00
414.110 · FINANCE DEPT / WORKERS COMP	0.00	0.00	0.00
414.218 · FINANCE DEPT / POSTAGE	0.00	0.00	0.00
414.220 · FINANCE LEGAL FEES AND ADVICE	374.50	0.00	374.50
414.221 · FINANCE DEPT / TRAINING AND ED.	0.00	0.00	0.00
414.223 · FINANCE DEPT. PROF. SERVICES			
414.224 · FINANCE DEPT. AUDIT SERVICES	22,896.00	0.00	22,896.00
414.223 · FINANCE DEPT. PROF. SERVICES - Other	36,939.55	0.00	36,939.55
Total 414.223 · FINANCE DEPT. PROF. SERVICES	59,835.55	0.00	59,835.55
414.230 · FINANCE DEPT CONTRACT SERV	17,503.86	0.00	17,503.86
414.237 · FINANCE OTHER FEES & TAXES	8,530.38		
414.341 · FINANCE DEPT / SUPPLIES	0.00	0.00	0.00
415.101 · CITY CLERK'S OFFICE - SALARY	102,806.85	375,355.00	-272,548.15
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	11,560.80	0.00	11,560.80
415.105 · CITY CLERK'S OFFICE-EMP INSURAN	101,768.40	0.00	101,768.40
415.106 · CITY CLERK'S OFFICE-RETIREMENT	6,264.84	0.00	6,264.84
415.110 · CITY CLERK / WORKERS COMP	0.00	0.00	0.00
415.218 · CITY CLERK'S POSTAGE	7.70	0.00	7.70
415.220 · CITY CLERK'S ADV/ LEGAL	4,740.50	0.00	4,740.50
415.221 · CITY CLERK'S TRAINING & ED	0.00	0.00	0.00
415.222 · CITY CLERK'S DUES & SUBSCRIPTIO	0.00	0.00	0.00
415.223 · CITY CLERK'S PROFESSIONAL SERVI	6,521.60		
415.341 · CITY CLERKS SUPPLIES & MATERIAL	274.05	0.00	274.05
416.101 · POLICE JUDGE'S OFFICAL'S SALARY	0.00	10,805.00	-10,805.00
416.104 · POLICE JUDGE'S PAYROLL TAX	0.00	0.00	0.00
416.221 · POLICE JUDGE'S TRAINING & ED	0.00	0.00	0.00
416.341 · POLICE JUDGE SUPPLIES & MATER	0.00	0.00	0.00
417.103 · CITY ATTORNEY SALARIES & WAGES	4,995.14	0.00	4,995.14
417.104 · CITY ATTORNEY PAYROLL TAXES	382.11		
417.220 · CITY ATTORNEY LEGAL FEES ADVICE	0.00	0.00	0.00
417.221 · ATTORNEY TRAINING FEES	349.00	0.00	349.00
417.223 · CITY ATTORNEY PROFESSION SERVIC	33,255.52	45,000.00	-11,744.48
417.341 · CITY ATTORNEY / SUPPLIES	0.00	0.00	0.00
419.240 · MAIN ST / FACADE IMPROVEMENT	0.00	0.00	0.00
419.341 · MAIN ST BEAUTIFICATION SUPPLIES	0.00	0.00	0.00
424.000 · CONTRIBUTIONS TO COMMS/AUTHORIT	0.00	50,500.00	-50,500.00
435.222 · REGIONAL DEV AUTHORITY-DUES&SUB	4,727.00	5,000.00	-273.00
436.101 · CODE ENFORCEMENT WAGES	73,845.07	89,200.00	-15,354.93
436.104 · CODE ENFORCEMENT-PAYROLL TAX	6,096.41	0.00	6,096.41
436.105 · CODE ENFORCEMENT-EMP INSURANC	0.00	0.00	0.00
436.106 · CODE ENFORCEMENT-RETIREMENT	0.00	0.00	0.00
436.110 · CODE ENFORCEMENT WORKERS COMP	0.00	0.00	0.00
436.217 · CODE ENFORMENT VEHICLE MAINT	1,287.44	0.00	1,287.44
436.220 · CODE ENFORCEMENT LEGAL ADS	0.00	0.00	0.00
436.221 · CODE ENFORCEMENT TRAINING & ED	75.00	0.00	75.00
436.230 · CODE ENFORCEMENT CONTRACT SVC	1,129.00	0.00	1,129.00
436.341 · CODE ENFORCEMENT SUPPLIES	1,118.81	0.00	1,118.81
436.343 · CODE ENFORCEMENT FUEL	666.84	0.00	666.84
436.345 · CODE ENFORCEMENT / UNIFORMS	0.00	0.00	0.00
437.000 · CITY HALL PLANNING AND ZONING	0.00	107,307.00	-107,307.00

CITY OF WESTON
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
437.106 · CITY HALL RETIREMENT	37,097.60		
440.105 · CITY HALL CONTRIBUTION LIFE INS	4,288.76	0.00	4,288.76
440.109 · CITY HALL EYE AND DENTAL INSUR	9,484.27		
440.112 · CITY HALL WORKERS COMP	26,297.00	0.00	26,297.00
440.211 · CITY HALL TELEPHONE	4,323.69	0.00	4,323.69
440.212 · CITY HALL WIRELESS PHONE	1,600.84		
440.213 · CITY HALL UTILITIES			
440.250 · CITY HALL GAS UTILITY	2,087.27	0.00	2,087.27
440.251 · CITY HALL WATER	638.54	0.00	638.54
440.253 · CITY HALL ELECTRIC	0.00	0.00	0.00
440.213 · CITY HALL UTILITIES - Other	8,702.78	0.00	8,702.78
Total 440.213 · CITY HALL UTILITIES	11,428.59	0.00	11,428.59
440.215 · CITY HALL M & R BLDGS & GROUNDS	6,118.00	268,250.00	-262,132.00
440.216 · CITY HALL M & R EQUIPMENT	0.00	0.00	0.00
440.218 · CITY HALL POSTAGE	1,285.85	0.00	1,285.85
440.220 · CITY HALL - ADVERTISING	6,144.53	0.00	6,144.53
440.221 · CITY HALL TRAINING / TUITION	0.00	0.00	0.00
440.222 · CITY HALL DUES & SUBS	2,174.00	0.00	2,174.00
440.223 · CITY HALL-CONTRACTED SERVICES	0.00	0.00	0.00
440.224 · CITY HALL -LEGAL AND AUDITING	0.00	0.00	0.00
440.225 · City Hall - Professional Serv	587.35		
440.226 · CITY HALL INSURANCE LIABILITY	83,213.77	0.00	83,213.77
440.229 · CITY HALL COMPUTER SER & SOFTWA	16,001.91	0.00	16,001.91
440.230 · CITY HALL CONTRACTED SERVICES	13,648.99	0.00	13,648.99
440.232 · CITY HALL BANK CHARGES	10,598.84	0.00	10,598.84
440.236 · CITY H ALL PROPERTY TAXES	431.45	0.00	431.45
440.237 · CITY HALL OTHER TAXES & FEES	0.00	0.00	0.00
440.252 · CITY HALL SANITARY SEWAGE	276.78	0.00	276.78
440.341 · CITY HALL SUPPLIES & MATERIALS	8,836.91	0.00	8,836.91
440.343 · CITY HALL / GASOLINE AND OIL	0.00	0.00	0.00
440.345 · CITY HALL / UNIFORMS	0.00	0.00	0.00
440.353 · CITY HALL COMPUTER SOFTWARE	453.00		
440.457 · CIT HALL CAPITAL OUTLAY BUILDIN	11,660.00		
571.101 · PARKING SALARIES & WAGES	0.00	21,070.00	-21,070.00
571.104 · PARKING PAYROLL TAX	0.00	0.00	0.00
571.105 · PARKING EMPLOYEE INSURANCE	0.00	0.00	0.00
571.106 · PARKING RETIREMENT EXPENSE	0.00	0.00	0.00
571.211 · PARKING TELEPHONE	0.00	0.00	0.00
571.216 · PARKING M & R EQUIPMENT	0.00	0.00	0.00
571.341 · PARKING SUPPLIES & MATERIALS	823.57	0.00	823.57
571.343 · Parking Enforcement-Fuel	0.00	0.00	0.00
698.000 · TRANSFERS / REIMBURSEMENTS	0.00	409,650.00	-409,650.00
700.101 · POLICE OFFICIAL'S SALARIES	0.00	527,859.00	-527,859.00
700.103 · POLICE SALARIES & WAGES	253,910.92	0.00	253,910.92
700.104 · POLICE PAYROLL TAXES	13,533.41	0.00	13,533.41
700.105 · POLICE EMPLOYEE INSURANCE	0.00	0.00	0.00
700.106 · POLICE RETIREMENT EXPENSE	7,227.20	0.00	7,227.20
700.107 · POLICE CONTRIBUTION TO PENSION	47,452.94	0.00	47,452.94
700.110 · POLICE WORKERS COMP	161.71	0.00	161.71
700.210 · POLICE MEDICAL WELLNESS BILLS	603.08		
700.211 · POLICE TELEPHONE	0.00	0.00	0.00
700.212 · POLICE DEPARTMEN WIRELESS PHONE	4,153.42		
700.214 · POLICE TRAVEL	0.00	0.00	0.00
700.216 · POLICE M & R EQUIPMENT	708.65	0.00	708.65
700.217 · POLICE M & R AUTOS/TRUCKS	4,485.73	0.00	4,485.73
700.218 · POLICE POSTAGE	17.25		
700.221 · POLICE TRAINING & EDUCATION	730.59	0.00	730.59
700.222 · POLICE DUES & SUBSCRIPTION	0.00	0.00	0.00
700.223 · POLICE PROFESSIONAL SERVICES	3,205.28	0.00	3,205.28
700.225 · POLICE LAUNDRY & DRY CLEANING	10.00		
700.229 · POLICE COURT COST & DAMAGES	2,240.00		
700.230 · POLICE CONTRACTED SERVICES	1,316.63	0.00	1,316.63
700.323 · POLICE / COMPUTER SOFTWARE	0.00	0.00	0.00
700.341 · POLICE SUPPLIES & MATERIALS	3,855.06	0.00	3,855.06
700.343 · POLICE FUEL, OIL & TIRES	4,218.58	0.00	4,218.58
700.345 · POLICE UNIFORMS	2,921.28	0.00	2,921.28
700.350 · POLICE - K-9 EXPENSES	450.72	0.00	450.72
700.459 · POLICE CAPITAL OUTLAY	1,420.00	0.00	1,420.00
706 . 106 · FIREMEN RETIREMENT EXPEN	5,289.66	0.00	5,289.66
706.103 · FIRE DEPT SALARIES & WAGES	187,147.92	450,276.00	-263,128.08
706.104 · FIRE DEPT PAYROLL TAXES	9,533.00	0.00	9,533.00

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
706.105 · FIRE DEPT EMPLOYEE INSURANCE	0.00	0.00	0.00
706.107 · FIRE DEPT CONTRIBUTION TO PENSI	44,696.10	0.00	44,696.10
706.110 · FIRE DEPT WORKERS COMP	0.00	0.00	0.00
706.114 · FIRE DEPARTMENT VFD INSURANCE	21,994.13	0.00	21,994.13
706.211 · FIRE DEPT TELEPHONE	2,240.62	0.00	2,240.62
706.213 · FIRE DEPT UTILITIES ELECTRIC	5,093.22	0.00	5,093.22
706.215 · FIRE DEPT / BUILDING MAINT.	0.00	0.00	0.00
706.216 · FIRE DEPT EQUIP MAINT	2,266.91	0.00	2,266.91
706.217 · FD VEHICLE MAINTENANCE	4,089.60	0.00	4,089.60
706.221 · FIRE DEPT TRAINING / TUITION	0.00	0.00	0.00
706.223 · F D PROFESSIONAL SERVICES	0.00	0.00	0.00
706.230 · FIRE DEPT CONTRACTED SERVICES	716.11	0.00	716.11
706.250 · FIRE DEPT GAS UTILITY	2,795.31	0.00	2,795.31
706.251 · FIRE DEPT WATER	525.34	0.00	525.34
706.252 · FIRE DEPT SANITARY SEWAGE	268.19	0.00	268.19
706.255 · FIRE DEPARTMENT WIRELESS PHONE	783.25	0.00	783.25
706.341 · FD MATERIAL & SUPPLIES	2,187.42	0.00	2,187.42
706.343 · FIRE DEPT GAS & OIL	3,469.65	0.00	3,469.65
706.345 · FIRE DEPT UNIFORMS	770.27	0.00	770.27
706.353 · FIRE DEPT / SOFTWARE	0.00	0.00	0.00
706.458 · FD CAPITAL OUTLAY OTHER IMP	8,661.84	0.00	8,661.84
706.459 · FD CAPITAL OUTLAY AUTO/EQUIP	26,971.89	0.00	26,971.89
711.230 · COMM. CENTER 911 CONTRACTED SER	39,600.00	40,000.00	-400.00
714.001 · POLK CREEK WATER SHED AGREEMENT	0.00	0.00	0.00
715.213 · FIRE HYDRANTS - UTILITIES	235.73	7,000.00	-6,764.27
715.251 · FIRE HYDRANT WATER UTILITY	5,193.63	0.00	5,193.63
750.101 · STREETS & HWY OFFICAL'S SALARIE	1,000.00	368,510.00	-367,510.00
750.103 · STREETS & HWY SALARIES & WAGES	160,457.46	0.00	160,457.46
750.104 · STREETS & HWY PAYROLL TAX	14,186.11	0.00	14,186.11
750.105 · STREETS & HWY EMPL INSURANCE	0.00	0.00	0.00
750.106 · STREETS & HWY RETIREMENT EXPENS	0.00	0.00	0.00
750.110 · STREETS & HWY WORKERS COMP	0.00	0.00	0.00
750.211 · STREETS & HWY TELEPHONE	0.00	0.00	0.00
750.213 · STREETS & HWY UTILITIES	0.00	0.00	0.00
750.250 · STREET DEPT GAS UTILITY	5,076.32	0.00	5,076.32
750.253 · STREET DEPT / ELECTRIC	0.00	0.00	0.00
750.213 · STREETS & HWY UTILITIES - Other	2,820.15	0.00	2,820.15
Total 750.213 · STREETS & HWY UTILITIES	7,896.47	0.00	7,896.47
750.215 · STREETS & HWY BLDG & GROUNDS	150.00	0.00	150.00
750.216 · STREETS & HWY M & R EQUIPMENT	2,741.96	0.00	2,741.96
750.217 · STREETS & HWY M & R AUTOS & TRU	14,360.14	0.00	14,360.14
750.218 · STREETS & HWY POSTAGE	31.30	0.00	31.30
750.219 · STREETS & HWY BLDG & EQUIP RENT	5,455.81	0.00	5,455.81
750.220 · STREETS & HWY ADV/LEGAL	0.00	0.00	0.00
750.221 · STREETS & HWY TRAINING & ED	0.00	0.00	0.00
750.222 · STREETS & HWY DUES & SUBS	268.65	0.00	268.65
750.223 · STREETS & HWY PROFESSIONAL FEES	3,579.29	0.00	3,579.29
750.225 · STREETS & HWY LAUNDRY & DRY CLE	599.64	0.00	599.64
750.226 · STREETS & HWY INSURANCE & BOND	250.00	0.00	250.00
750.229 · STREET DEPT COMPUTER SRVICES	1,464.83	0.00	1,464.83
750.230 · STREETS & HWY CONTRACTED SERVIC	0.00	0.00	0.00
750.231 · STREETS & HWY TREE REMOVAL	2,048.13	0.00	2,048.13
750.232 · STREET DEPT CHRISTMAS LIGHTS	1,482.20	0.00	1,482.20
750.612 · STREET DEPT WINTER CONTR SERVIC	2,880.00	0.00	2,880.00
750.230 · STREETS & HWY CONTRACTED SERVIC - Other	1,873.87	0.00	1,873.87
Total 750.230 · STREETS & HWY CONTRACTED SERVIC	8,284.20	0.00	8,284.20
750.251 · STREET DEPT WATER	3,494.32	0.00	3,494.32
750.252 · STREET DEPT SANITARY SEWAGE	2,626.40	0.00	2,626.40
750.341 · STREETS & HWY SUPPLIES & MAT	0.00	0.00	0.00
Paving Pot holes	0.00	0.00	0.00
750.600 · STREET DEPT HOT MIX ASPHALT	0.00	0.00	0.00
750.602 · SEWER CUTS AND REPAIR	344.31	0.00	344.31
750.600 · STREET DEPT HOT MIX ASPHALT - Other	14,607.34	0.00	14,607.34
Total 750.600 · STREET DEPT HOT MIX ASPHALT	14,951.65	0.00	14,951.65
750.601 · STREET DEPT STONE	3,266.14	0.00	3,266.14
750.610 · STREET DEPT WINTER SALT	6,930.33	0.00	6,930.33
750.620 · STREET DEPT STREET SIGNS	3,900.29	0.00	3,900.29
750.341 · STREETS & HWY SUPPLIES & MAT - Other	40,351.61	0.00	40,351.61
Total 750.341 · STREETS & HWY SUPPLIES & MAT	69,400.02	0.00	69,400.02

CITY OF WESTON
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
750.342 · STORMWATER DRAIN REPAIR/REPLACE	35,593.08	0.00	35,593.08
750.343 · STREETS & HWY FUEL, OIL & TIRES	8,095.55	0.00	8,095.55
750.345 · STREET DEPT UNIFORMS	351.82	0.00	351.82
750.457 · CAPITAL OUTLAY-BUILDINGS	0.00	0.00	0.00
750.459 · STREETS & HWY CAPITAL OUTLAY	0.00	0.00	0.00
750.615 · STREET DEPT DISPOSAL	1,058.68	0.00	1,058.68
751.213 · STREET LIGHTS UTILITIES	54,346.14	63,000.00	-8,653.86
752.213 · SIGNS & SIGNALS UTILITIES	1,595.39	2,500.00	-904.61
752.341 · SIGNS & SIGNALS SUPPLIES & MAT	0.00	0.00	0.00
752.459 · SIGNS & SIGNALS / EQUIP CAPITAL	0.00	0.00	0.00
753.000 · STREETS SNOW REMOVAL	0.00	15,000.00	-15,000.00
753.230 · SNOW REMOVAL CONTRACT SVCS	0.00	0.00	0.00
753.341 · SNOW REMOVAL SUPPLIES	0.00	0.00	0.00
755.230 · Street Const-Contracted Svcs	0.00	175,000.00	-175,000.00
755.341 · STREET CONST. SUPPLIES	0.00	0.00	0.00
756.230 · ST. CLEANING CONTRACT SVCS	0.00	0.00	0.00
756.341 · ST. CLEANING SUPPLIES	0.00	0.00	0.00
756.459 · ST. CLEANING EQUIP. CAPITAL	0.00	0.00	0.00
757.341 · SIDEWALKS / SUPPLIES	0.00	0.00	0.00
805.341 · STORM SEWER / SUPPLIES	0.00	0.00	0.00
805.459 · STORM SEWER / EQUIP. CAPITAL	0.00	0.00	0.00
809.230 · GRANTS - CONTRACT SERVICES	40.86	0.00	0.00
900.000 · Parks and Recreation	0.00	0.00	0.00
903.000 · NON GRANT EXPENSES FROM DONATIO CITY PARKS	600.00		
FAIRS AND FESTIVALS	400.00	1,000.00	-600.00
Total 903.000 · NON GRANT EXPENSES FROM DONATIO	1,000.00	1,000.00	0.00
914.000 · Rails to Trails	0.00	0.00	0.00
920.002 · WV CULTURE & HISTORY GRANT	1,188.00	1,500.00	-312.00
950.230 · BEAUTIFICATION-CONTRACTED SVCS	1,125.00	5,500.00	-4,375.00
950.341 · BEAUTIFICATION-SUPPLIES	3,266.43	0.00	3,266.43
950.700 · BEAUTIFICATION HALLOWEEN CONT	175.00		
952.103 · CEMETARY / SALARIES	0.00	0.00	0.00
952.104 · CEMETARY / PAYROLL TAXES	0.00	0.00	0.00
952.230 · CEMETERIES CONTRACTED SERVICES	10,600.00	12,000.00	-1,400.00
975.000 · GENERAL GOV. / CAPITAL IMPROV	0.00	0.00	0.00
976.000 · PUBLIC SAFETY / CAPITAL IMPROV	0.00	0.00	0.00
977.000 · STREET DEPT-S/T CAP IMPROVEMENT	0.00	255,843.00	-255,843.00
977.001 · 4TH ST BRIDGE OVER POLK REPLACE	135,329.66		
978.000 · HEALTH & SAN. / CAPITAL IMPROV	0.00	0.00	0.00
979.000 · CULTURE & REC / CAPITAL IMPROV	0.00	0.00	0.00
980.000 · SOCIAL SVCS / CAPITAL IMPROV	0.00	0.00	0.00
Total Expense	2,051,036.12	3,565,597.00	-1,514,560.88
Net Ordinary Income	578,262.48	-771,155.00	1,349,417.48
Net Income	578,262.48	-771,155.00	1,349,417.48

CITY OF WESTON
Transactions by Account
As of June 30, 2021

Type	Date	Num	Name	Memo	Amount
101.1 · GENERAL FUNDS 01521008454					
Bill Pmt -Check	06/16/2021	15233	Assured Partners Commercial Insurance Ser		-7,274.00
Bill Pmt -Check	06/16/2021	15234	AT&T Mobility (FirstNet)		-1,172.64
Bill Pmt -Check	06/16/2021	15235	Civil & Environmental Consult.		-3,579.29
Bill Pmt -Check	06/16/2021	15236	Core & Main		-2,092.92
Bill Pmt -Check	06/16/2021	15237	DataMax Corporation		-917.27
Bill Pmt -Check	06/16/2021	15238	Dominion Hope.		-348.75
Bill Pmt -Check	06/16/2021	15239	Eagles Construction and Lawn Care		-800.00
Bill Pmt -Check	06/16/2021	15240	Fisher Auto Parts		-320.00
Bill Pmt -Check	06/16/2021	15241	Greer Industries, Inc.		-1,408.78
Bill Pmt -Check	06/16/2021	15242	Hart Office		-343.85
Bill Pmt -Check	06/16/2021	15243	Jefferds Corporation		-1,100.00
Bill Pmt -Check	06/16/2021	15244	KND Cleaning LLC		-200.00
Bill Pmt -Check	06/16/2021	15245	Lewis County 911	June 2021	-3,300.00
Bill Pmt -Check	06/16/2021	15246	Michael B. Starett		-66.97
Bill Pmt -Check	06/16/2021	15247	Mon Power Electric		-6,021.49
Bill Pmt -Check	06/16/2021	15248	P & G Hardware LLC		-3,402.29
Bill Pmt -Check	06/16/2021	15249	Shentel		-391.88
Bill Pmt -Check	06/16/2021	15250	Shriver Trucking		-2,880.00
Bill Pmt -Check	06/16/2021	15251	Suttle & Stalnaker PLLC		-2,805.00
Bill Pmt -Check	06/16/2021	15252	T J'S GREENHOUSE		-70.00
Bill Pmt -Check	06/16/2021	15253	West Virginia American Water Company		-714.74
Bill Pmt -Check	06/16/2021	15254	West Virginia Division of Highways	Weston Fourth St. Bridge	-937.20
Bill Pmt -Check	06/30/2021	15255	Dodson Pest Control		-100.00
Bill Pmt -Check	06/30/2021	15256	Eagles Construction and Lawn Care		-1,100.00
Bill Pmt -Check	06/30/2021	15257	Golden Equipment		-3,500.00
Bill Pmt -Check	06/30/2021	15258	Hardman Trucking Inc		-800.75
Bill Pmt -Check	06/30/2021	15259	KING'S ELECTRIC, INC.		-1,775.00
Bill Pmt -Check	06/30/2021	15260	KND Cleaning LLC		-200.00
Bill Pmt -Check	06/30/2021	15261	LEAF		-230.88
Bill Pmt -Check	06/30/2021	15262	Mallimar, Inc		-1,420.00
Bill Pmt -Check	06/30/2021	15263	Mon Power Electric		-69.25
Bill Pmt -Check	06/30/2021	15264	Radcliff's Service Center LLC		-386.92
Bill Pmt -Check	06/30/2021	15265	Shentel		-154.30
Bill Pmt -Check	06/30/2021	15266	Weston Democrat, Inc..		-40.86
Bill Pmt -Check	06/30/2021	15267	Weston Sanitary Board.		-393.63
Total 101.1 · GENERAL FUNDS 01521008454					-50,318.66
TOTAL					-50,318.66

June Report 2021

Street Department

- Milled pot holes in Haleville (Ward 3) area to prepare for blacktop patching
- Cut grown up shrubbery and trees along North River at the North River/4th Street intersection
- 10-ton Blacktop patched all of Haleville area and potholes at entrance of Shop and Save
- Organized old signs so they can be taken to J and M Graphics for new stop sign adhesive
- Cleaned the shop and equipment
- Cut and removed road block of fallen tree on Court and First Street
- Cut and removed road block of fallen tree on Arnold Street
- Received rental sweeper:
 - Ward 1- Kitsonville area, Cottage Avenue
 - Ward 2- Camden Avenue Area, W 2nd Street
 - Ward 3- North River, Mid Avenue, Oak Street
 - Ward 4- Court Street, E Third Street, Center Avenue
- Took bucket truck to Fox Run Auto Diesel for repair on hydraulic pump
- Maintenance on weed eaters (new plugs, filters, primer bulbs, and greasing of heads)
- Cleaned and shot out drains on E 6th Street with the Sewer Department
- Cleaned and shot out drains on Delaware Street with the Sewer Department
- Investigated a collapsed catch basin at the end of Locust Avenue that will need to be rebuilt as soon as possible
- Installed new sweeper parts on our skid steer sweeper attachment to prepare for further street cleaning (new gutter broom and bristles)
- Cleaned brush and debris on Spring Street and Center Street
- Swept curb along 351 Arch Street to help alleviate run off water that was affecting a concerned citizen
- Cleaned ditch on Upper Arnold Street
- Raked and dressed up Harrison Avenue from previous drain line replacement after settling
- Cleaned ditch line on Loftus Street to make free of branches from previous rain storm
- Sprayed weed killer on Polk Creek Channel to prepare for cutting for the WV Conservation Agency
- Cleaned out catch basin on Pratt Street
- Hauled and graded dirt from the shop to the old sewer plant after street sweeping

- Installed new trash can at the Town Hub
- Installed new rope and flag at Arnold Hill Cemetery
- Replaced two stop lights at E 3rd Street and Brown Avenue Intersection
- Trimmed trees on Crescent Alley
- Milled potholes for blacktop in Ward 4 starting at Brown Avenue
- 17-ton Blacktop patched in Ward 4
- Cleaned sidewalk in front of 158 Court Street
- Trimmed trees and shrubbery at Alum Street/Cottage Avenue Intersection
- Water Flowers around town daily
- Trash Duty Weekly

Total Tonnage of Blacktop laid for June 2021: **27 tons**



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

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

June 2021 Criminal Investigations

Misdemeanors:

Felonies:

3 – Destruction of Property 06/01/2021 – Open 06/17/2021 – Open 06/19/2021 – Open	1 – Attempted B&E 06/09/21 – Open
1 – Trespassing 06/01/2021 – Open	
1 – Petit Larceny 06/01/2021 – Open	
1 – Shoplifting 06/03/2021 – Charged	
2 – Driving Suspended 06/14/21 – Charged 06/24/21 – Charged	
1 – Driving Suspended 2 nd 06/03/21 – Charged	
1 – Runaway juvenile 06/06/21 – Closed	
1 – Domestic Assault 06/15/21 – Charged	

Investigations carried over from previous month(s):

01/11/21 – Burglary – Final prep for Grand Jury
04/30/21 – Strangulation – Arrested
05/04/21 – Destruction of Property – Open
05/05/21 – Petit Larceny – Open

Midnight shift answered 7 calls in the month of June

Weston Police Department Individual Monthly Activity Log

Year: 2021

Name: Thomas

MONTH	TOTAL HOURS	CALLS	PERSONS ARRESTED	ARRESTS		ROAD VIOLATIONS		REPORTS		S & A HOURS		POLICE HOURS		SPECIALTY HOURS	OTHER HOURS						
												Misemeanor	Felony			Warnings	Citations	Criminal	Accident	PATROL	OT
January	553.5	123	8	5	5	67	3	15	6	86.5	146	205.5	25	90.5							
February	652	105	4	3	5	101	5	6	1	86	217	203	7	139							
March	595.5	125	13	14	10	96	13	12	13	95	201	184.5	9.5	105.5							
April	773	135	5	4	1	167	21	9	5	142	188	259	25	159							
May	969	152	13	21		206	33	19	13	142	299.5	281	24	202.5							
June	994.5	198	8	10	4	172	22	12	14	174.5	305.5	260	19.5	235							
July																					
August																					
Sept.																					
October																					
Nov.																					
Dec.																					
TOTALS	4537.5	838	51	57	25	809	97	73	52	726	1357	1393	110	931.5							



WESTON FIRE DEPARTMENT
REPORT FOR THE MONTH OF
June 2021
 "On the job 'til the job is done"



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

100
6
66
26

66%
26%

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

8
1
1
0
2
0
52

FROM
FROM
FROM
FROM
FROM
FROM

1
2
0
2
0
0

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

1
3
362
42.32
348.21
\$0
\$475,000
42
4
8
1
0
0
0

SAVED
SAVED

\$0
\$0

ADDITIONAL REMARKS

Attended fire dept meeting and drills
 Attended all department head meetings and council meetings
 Attended county association meeting weeston fire dept
 Met with insurance companys about price quotes

 Have billed out \$3,800 dollars for City MVCs so far we have collected \$1,670.00 dollars

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {06/01/2021} And {06/29/2021}
and District = "1A "

Incident	Type	Date	Location	Description
21-0000431-0	FIRE	06/01/2021	170 W 2nd ST	Medical assist, assist EMS
21-0000432-0	FIRE	06/01/2021	251 W 2nd ST	Dispatched & cancelled en
21-0000433-0	FIRE	06/01/2021	US Highway 33 E & Market Place Mall	Motor Vehicle Accident with
21-0000434-0	FIRE	06/01/2021	124 E 1st ST /306	Medical assist, assist EMS
21-0000435-0	FIRE	06/01/2021	150 Jonathon ST	Medical assist, assist EMS
21-0000436-0	FIRE	06/01/2021	650 Craig ST /110	Medical assist, assist EMS
21-0000438-0	FIRE	06/02/2021	311 N River AVE	Medical assist, assist EMS
21-0000439-0	FIRE	06/02/2021	332 Center AVE	Medical assist, assist EMS
21-0000440-0	FIRE	06/03/2021	115 Harrison AVE	Medical assist, assist EMS
21-0000441-0	FIRE	06/03/2021	133 Montgomery RD	No Incident found on arrival
21-0000442-0	FIRE	06/04/2021	274 Terrace AVE	Medical assist, assist EMS
21-0000443-0	FIRE	06/04/2021	124 E 1st ST	Medical assist, assist EMS
21-0000444-0	FIRE	06/04/2021	120 Bank ST	Medical assist, assist EMS
21-0000445-0	FIRE	06/04/2021	306 Center AVE	Gasoline or other flammable
21-0000448-0	FIRE	06/05/2021	104 Court AVE	Medical assist, assist EMS
21-0000449-0	FIRE	06/05/2021	104 Court AVE	Medical assist, assist EMS
21-0000450-0	FIRE	06/06/2021	1205 12th ST	Medical assist, assist EMS
21-0000451-0	FIRE	06/06/2021	321 Cottage AVE	Medical assist, assist EMS
21-0000452-0	FIRE	06/06/2021	124 E 1st ST	Medical assist, assist EMS
21-0000453-0	FIRE	06/06/2021	433 Charles ST	Medical assist, assist EMS
21-0000454-0	FIRE	06/07/2021	359 E 7th ST	Medical assist, assist EMS
21-0000455-0	FIRE	06/08/2021	274 W 4th ST	Medical assist, assist EMS
21-0000457-0	FIRE	06/08/2021	E 3rd ST E & Center AVE	Motor Vehicle Accident with
21-0000458-0	FIRE	06/09/2021	410 Monroe AVE	Medical assist, assist EMS
21-0000459-0	FIRE	06/09/2021	210 Center AVE	Medical assist, assist EMS
21-0000460-0	FIRE	06/10/2021	803 Kuntz ST	Medical assist, assist EMS
21-0000462-0	FIRE	06/10/2021	528 Main AVE	Motor Vehicle Accident with
21-0000463-0	FIRE	06/10/2021	251 W 2nd ST	Medical assist, assist EMS
21-0000464-0	FIRE	06/11/2021	MM Interstate 79 & US Highway 33 E	Motor Vehicle Accident with
21-0000465-0	FIRE	06/11/2021	228 W 4th ST	Medical assist, assist EMS
21-0000467-0	FIRE	06/11/2021	311 N River AVE	Medical assist, assist EMS
21-0000470-0	FIRE	06/12/2021	650 Craig ST /100	Medical assist, assist EMS
21-0000471-0	FIRE	06/12/2021	1438 McChord Run RD	Dispatched & cancelled en
21-0000474-0	FIRE	06/12/2021	623 Center AVE	Medical assist, assist EMS
21-0000475-0	FIRE	06/13/2021	307 Cottage AVE	Medical assist, assist EMS
21-0000476-0	FIRE	06/13/2021	228 W 4th ST	Medical assist, assist EMS

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

**Alarm Date Between {06/01/2021} And {06/29/2021}
and District = "1A "**

Incident	Type	Date	Location	Description
21-0000477-0	FIRE	06/13/2021	650 Craig ST /203	Medical assist, assist EMS
21-0000479-0	FIRE	06/13/2021	124 E 1st ST /404	Medical assist, assist EMS
21-0000481-0	FIRE	06/13/2021	346 Main AVE	Medical assist, assist EMS
21-0000483-0	FIRE	06/14/2021	650 Craig ST	Medical assist, assist EMS
21-0000488-0	FIRE	06/16/2021	124 E 1st ST	Medical assist, assist EMS
21-0000489-0	FIRE	06/16/2021	E 3rd ST E & Brown AVE	Motor Vehicle Accident with
21-0000490-0	FIRE	06/16/2021	401 John ST	No Incident found on arrival
21-0000492-0	FIRE	06/17/2021	115 Harrison AVE	Medical assist, assist EMS
21-0000493-0	FIRE	06/17/2021	1210 12th ST	Medical assist, assist EMS
21-0000494-0	FIRE	06/18/2021	124 E 1st ST /607	Medical assist, assist EMS
21-0000495-0	FIRE	06/18/2021	404 Peggy ST	Medical assist, assist EMS
21-0000497-0	FIRE	06/19/2021	US Highway 33 E & Staunton DR	Motor Vehicle Accident with
21-0000499-0	FIRE	06/19/2021	201 Minuteman DR /LCHS	Dispatched & cancelled en
21-0000502-0	FIRE	06/20/2021	228 W 4th ST	Medical assist, assist EMS
21-0000504-0	FIRE	06/21/2021	433 Charles ST	Medical assist, assist EMS
21-0000505-0	FIRE	06/21/2021	239 Court AVE	Smoke detector activation
21-0000508-0	FIRE	06/22/2021	1316 N River AVE	Motor vehicle accident with
21-0000509-0	FIRE	06/22/2021	130 Minnich ST /B	Medical assist, assist EMS
21-0000510-0	FIRE	06/22/2021	124 E 1st ST /607	Medical assist, assist EMS
21-0000511-0	FIRE	06/22/2021	223 John ST	Medical assist, assist EMS
21-0000512-0	FIRE	06/22/2021	1226 12th ST	Medical assist, assist EMS
21-0000514-0	FIRE	06/23/2021	71 Asylum DR /TALA	Medical assist, assist EMS
21-0000516-0	FIRE	06/24/2021	637 W 2nd ST	Medical assist, assist EMS
21-0000519-0	FIRE	06/24/2021	650 Craig ST /203	Medical assist, assist EMS
21-0000522-0	FIRE	06/26/2021	MM Interstate 79 & US Highway 33 E	No Incident found on arrival
21-0000524-0	FIRE	06/26/2021	415 E 3rd ST E/Fireworks Stand	Medical assist, assist EMS
21-0000525-0	FIRE	06/27/2021	637 W 2nd ST	Medical assist, assist EMS
21-0000526-0	FIRE	06/28/2021	Craig ST	Medical assist, assist EMS
21-0000527-0	FIRE	06/28/2021	70 Blue ST	Medical assist, assist EMS
21-0000529-0	FIRE	06/28/2021	359 E 7th ST	Medical assist, assist EMS

Total Incident Count 66

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {06/01/2021} And {06/29/2021}
and District = "1B "

Incident	Type	Date	Location	Description
21-0000430-0	FIRE	06/01/2021	US Highway 33 E & Georgetown RD	Motor Vehicle Accident with
21-0000437-0	FIRE	06/02/2021	93 MM Interstate 79	Dispatched & cancelled en
21-0000446-0	FIRE	06/04/2021	99 MM Interstate 79	Motor Vehicle Accident with
21-0000447-0	FIRE	06/04/2021	469 Perry Ables Hollow	Medical assist, assist EMS
21-0000456-0	FIRE	06/08/2021	230 Hospital PL	Overheated motor
21-0000468-0	FIRE	06/11/2021	1500 US Highway 19 S/Near Bendale	Motor Vehicle Accident with
21-0000469-0	FIRE	06/12/2021	3404 Berlin RD	Dispatched & cancelled en
21-0000472-0	FIRE	06/12/2021	3398 US Highway 33 E	Motor Vehicle Accident with
21-0000473-0	FIRE	06/12/2021	2809 Lifes Run RD	Building fire
21-0000478-0	FIRE	06/13/2021	99 MM Interstate 79	Severe weather or natural
21-0000480-0	FIRE	06/13/2021	86.5 MM Interstate 79	Motor Vehicle Accident with
21-0000482-0	FIRE	06/14/2021	133 Mill ST	Medical assist, assist EMS
21-0000486-0	FIRE	06/14/2021	US Highway 33 E & Georgetown RD	Public service assistance,
21-0000487-0	FIRE	06/15/2021	3500 Berlin RD	Public service assistance,
21-0000498-0	FIRE	06/19/2021	5970 Copley RD	Dispatched & cancelled en
21-0000501-0	FIRE	06/20/2021	US Highway 33 E & Sauls Run RD	Dispatched & cancelled en
21-0000503-0	FIRE	06/21/2021	83 MM Interstate 79	Motor vehicle accident with
21-0000506-0	FIRE	06/21/2021	100 Linger Run RD	Power line down
21-0000507-0	FIRE	06/21/2021	257 Smith Run RD	No Incident found on arrival
21-0000513-0	FIRE	06/22/2021	594 Sunshine RD	Medical assist, assist EMS
21-0000515-0	FIRE	06/24/2021	87 MM Interstate 79	Motor Vehicle Accident with
21-0000517-0	FIRE	06/24/2021	US Highway 33 E & MM Interstate 79	Motor vehicle accident with
21-0000520-0	FIRE	06/26/2021	27 Gateway DR	Dispatched & cancelled en
21-0000523-0	FIRE	06/26/2021	324 Butchers LANE	Authorized controlled
21-0000528-0	FIRE	06/28/2021	Market Place Mall & US Highway 33 E	Dispatched & cancelled en
21-0000530-0	FIRE	06/28/2021	100 MM Interstate 79	No Incident found on arrival

Total Incident Count 26

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {06/01/2021} And {06/29/2021}
and District = "1A "

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	51	77.27%	\$0	0.00%
322 Motor vehicle accident with injuries	1	1.51%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	6	9.09%	\$0	0.00%
	<u>58</u>	<u>87.87%</u>	<u>\$0</u>	<u>0.00%</u>
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	1.51%	\$0	0.00%
	<u>1</u>	<u>1.51%</u>	<u>\$0</u>	<u>0.00%</u>
6 Good Intent Call				
611 Dispatched & cancelled en route	3	4.54%	\$0	0.00%
622 No Incident found on arrival at dispatch	3	4.54%	\$0	0.00%
	<u>6</u>	<u>9.09%</u>	<u>\$0</u>	<u>0.00%</u>
7 False Alarm & False Call				
733 Smoke detector activation due to	1	1.51%	\$0	0.00%
	<u>1</u>	<u>1.51%</u>	<u>\$0</u>	<u>0.00%</u>
Total Incident Count:	66		Total Est Loss:	\$0

Weston Fire Dept.

Aid Responses by Department (Summary)

Alarm Date Between {06/01/2021} And {06/29/2021}

Type of Aid	Count
10 Out of County	
Automatic aid given	1
	<hr/>
	1
2 Jane Lew Volunteer Fire Department	
Mutual aid received	1
Automatic aid received	1
Automatic aid given	1
	<hr/>
	3
3 Pricetown Volunteer Fire Department	
Mutual aid received	2
Automatic aid received	2
	<hr/>
	4
5 Jackson's Mill Volunteer Fire Department	
Mutual aid received	1
Automatic aid received	1
	<hr/>
	2
8 Lewis County Emergency Ambulance Authority	
Mutual aid given	2
Automatic aid given	50
	<hr/>
	52

Weston Fire Dept.

Incident Type Report (Summary)

**Alarm Date Between {06/01/2021} And {06/29/2021}
and District = "1B "**

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	3.84%	\$475,000	100.00%
	<u>1</u>	<u>3.84%</u>	<u>\$475,000</u>	<u>100.00%</u>
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	3	11.53%	\$0	0.00%
322 Motor vehicle accident with injuries	2	7.69%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	6	23.07%	\$0	0.00%
	<u>11</u>	<u>42.30%</u>	<u>\$0</u>	<u>0.00%</u>
4 Hazardous Condition (No Fire)				
442 Overheated motor	1	3.84%	\$0	0.00%
444 Power line down	1	3.84%	\$0	0.00%
	<u>2</u>	<u>7.69%</u>	<u>\$0</u>	<u>0.00%</u>
5 Service Call				
550 Public service assistance, Other	2	7.69%	\$0	0.00%
	<u>2</u>	<u>7.69%</u>	<u>\$0</u>	<u>0.00%</u>
6 Good Intent Call				
611 Dispatched & cancelled en route	6	23.07%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	7.69%	\$0	0.00%
631 Authorized controlled burning	1	3.84%	\$0	0.00%
	<u>9</u>	<u>34.61%</u>	<u>\$0</u>	<u>0.00%</u>
8 Severe Weather & Natural Disaster				
800 Severe weather or natural disaster, Other	1	3.84%	\$0	0.00%
	<u>1</u>	<u>3.84%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 26

Total Est Loss: \$475,000

MIKE STARETT'S AGENDA

I.) CITIZEN CONCERNS

42 TOTAL

STREET DEPT

BUILDING

POLICE

14

27

WAS INVOLVED IN 11 OF THOSE!

CITY COUNCIL/MAYOR/CITY MANAGER

1- CODE ENFORCEMENT MOWING WITHOUT SAFETY GEAR @ FAMILY DOLLAR

WARD I - 21

WARD II - 9

WARD III - 6

WARD IV - 5

II.) BUILDING PERMITS

21

III.) WARNINGS

38

WARD I - 16

WARD II - 7

WARD III - 6

WARD IV - 9

#1- WORKED WITH STREET DEPT. ON MOWING THE 11 PROPERTIES THAT HAD HIGH GRASS & OWNERS DID NOT MOW.

#2- CONTINUE WORKING ON PAPERWORK AT COURT HOUSE TO OBTAIN BURNT HOUSES.

#3-HAD MEETING WITH DEP ON 140 MULBERRY ST. AND PROPERTY IN SHADYBROOK. ALSO WE TALKED ABOUT HOW TO HANDLE THE 3 BURNT HOUSES 2 IN KITSONVILLE 1 BY CVS.

#4-WORKING WITH MR.B. BAILEY & NATE ON INTERNATIONAL BUILDING CODE AND INTERNATIONAL PROPERTY MAINTENANCE CODES.

#5- CONTINUE WORKING WITH RAY SMITH ON MILITARY BANNERS FOR STREETS.

#6- SENT OUT 5 REGISTERED LETTERS ON HIGH GRASS (PROPERTY MAINTENANCE).



**BUSINESS LICENSE
FOR THE
MONTH OF JUNE 2021**

<u>NAME</u>	<u>OCCUPATION</u>	<u>DATE</u>
Bear Paw Construction John Wright 2854 Wilsonbury Road Clarksburg, WV 26301	Contractor	06/01/2021
WV Contracting LLC 98 4 th Street Stonewood, WV 26301	Contractor	06/02/2021
J & K Lawn Services Benjamin Jered & William Kuhn 2809 Valley Chapel Road Weston, WV 26452	All Other	06/08/2021
Knights Home Improvement Ronnie Knight 756 West Second Street Weston, WV 26452	Contractor	06/14/2021

9. Old Business

10. New Business

Absolute Energy Services, LLC
2967 Jackson Mill Rd Jane Lew, WV 26378
Phone 304-269-1616



07/01/2021

BILL TO	SHIP TO
City of Weston	Same as recipient

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	8 Ft. Snow Dogg Snow Plow w/ Lights 2 Cubic Yard Salt Dogg Salt Spreader w/ Gas Powered Engine	4900.00	4900.00

SUBTOTAL	4900.00
SALES TAX	
SHIPPING & HANDLING	
TOTAL DUE	4900.00

Thank you for your business!



State of West Virginia

John B. McCuskey

**State Auditor and
Chief Inspector**

Office of the State Auditor
Chief Inspector Division
State Capitol, Building 1, Suite W-100
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

Toll Free: (877) 982-9148
Telephone: (304) 558-2251
Fax: (304) 558-6414
www.wvsao.gov

May 27, 2021

To: The Governing Body and Chief Financial Officer

From: Michelle Hodge, CICA
Audit Procurement Manager
Chief Inspector Division

You are hereby notified that you are to procure your audit for the fiscal year(s) indicated on the attached list in accordance with the *Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments* (hereinafter the *Manual*). Please review the provisions of this manual carefully before proceeding with your audit procurement. The *Manual* and the list of Approved Independent Certified Public Accountants (ICPAs) may be obtained in PDF format at <https://www.wvsao.gov/ChiefInspector/Default>. **Please do not use earlier versions of the *Manual* or the *Approved ICPA List* as they may be frequently updated.** You may also obtain these documents by contacting the Audit Procurement Department at 304-558-2261 extension 2411 or by email at cpaaudits@wvsao.gov. **Please refer to the *Basic Steps in Procuring an Audit or Review* included in this audit procurement packet for a summary of the steps you should take in the process of procuring an audit.**

Our policy allows your government to obtain written proposals for your audit from the list of approved ICPAs. You must then score the proposals received in accordance with our procedures and make your selection of an auditor subject to final approval by the Chief Inspector. **All Requests for Proposals must correspond with the audit time frame specified on the list. No exceptions.** Section 1.3 of the *Manual* requires the appointment of an audit committee.

Enclosed is an audit procurement packet which includes the following:

1. A list of the basic steps in procuring an audit. **Please refer to this document for a summary of the steps you should take in the process of procuring an audit.**
2. Request For Proposal for audit services (RFP)
The RFP is to be completed by you and distributed to at least three ICPA Firms on the List of Appointed Firms and all approved ICPA Firms interested in submitting a written proposal. Please ensure you utilize the most up to date Request for Proposal form that is included in this packet and available on our website at www.wvsao.gov/ChiefInspector/Default.

3. Instructions for the Audit Proposal Score Sheets, the Individual Audit Proposal Score Sheet, and the Audit Proposal Score Sheet Summary for all proposals. Please ensure you utilize the most up to date Scoring Sheets that are included in this packet and available on our website at www.wvsao.gov/ChiefInspector/Default.
4. A blank audit contract to be completed, signed by both you and the ICPA, and returned to the Chief Inspector for approval once you have made your selection. If applicable, information for multiple years must be filled out separately. Audit due dates are limited to the 15th of the month, the end of the month, or for Single Audits 7 days prior to the end of the ninth month (in most cases March 24th) after the entity's fiscal year end. **If an OMB Uniform Guidance single audit is required then the FY 2021 audit must be issued by March 24, 2022.** No Uniform Guidance single audit contracts will be approved with a due date later than March 24th. Certain component units may have an earlier due date because of the primary government's anticipated issuance date. Any component units with years extending beyond 2020 must have a due date on these subsequent periods no later than November 30th. With the exception of component units and single audits, all other entities with years extending beyond 2020 must have an audit completion date no later than eight months (in most cases the end of February) after the entity's fiscal year end date for each subsequent year. You should procure services expeditiously as the federal government may not be granting extensions beyond the nine-month deadline.
5. A sheet listing common errors that may be avoided during the procurement process.

New Requirements and Information

- We have NOT identified entities that expended \$750,000 or more in federal funds and would thereby be required to undergo an OMB Uniform Guidance audit for the fiscal year ended June 30, 2021. We will be gathering that information in the coming months. You should carefully prepare your entities federal grant information in your Request for Proposal Form (item #11) and ensure it is accurate. If you have any questions as to whether your entity requires an audit in conformance with the OMB Uniform Guidance, you should contact the Audit Procurement Department at 304-558-2261 extension 2411 or by email at cpaaudits@wvsao.gov for assistance.
- We have identified entities which are deemed to be component units of primary governments. Any component units with years beyond 2020 must have a due date on the subsequent periods no later than November 30th. For example, a component unit contract for the year ending June 30, 2021 may not have a due date subsequent to November 30, 2021. You should ensure your Request for Proposal form (item#4) has the proper due date.
- With the exception of component units and single audits, all other entities with years extending beyond 2020 must have an audit completion date no later than eight months (in most cases the end of February) after the entity's fiscal year end date for each subsequent year. For example, an entity contract for the year ending June 30, 2021 may not have a due date subsequent to February 28, 2022. You should ensure your Request for Proposal form (item#4) has the proper due date.
- For all RFPs including fiscal years ending in 2020 or after, if you received any state grant revenue totaling \$50,000 or more, in the aggregate, during any State fiscal year (July 1st through June 30th) period covered, **and/or** the state granting agency requires the provisions of Chapter 12, Article 4, Section 14 of the West Virginia Code must be met during any of these periods, then your entity must (1) have an Agreed-Upon Procedure or Other Attestation Engagement performed that tests whether the grant was spent as intended, or (2) In lieu of agreed-upon procedures or other attestation engagement, choose to have a financial audit performed in accordance with Generally Accepted Auditing Standards, or a single audit, which includes a *Schedule of State Grant Receipts And Expenditures* and an in-relation type audit opinion on whether the schedule is fairly stated in relation to the financial statements as a whole. You should carefully prepare your

entities state grant information in your Request for Proposal Form (item #12) and ensure it is accurate. Please contact the Audit Procurement Department at 304-558-2261 extension 2411 if you have any questions on this state grant examination requirement.

- Audits that included the *Schedule of State Grant Receipts and Expenditures* and an opinion on whether the schedule is fairly stated in relation to the financial statements as a whole must be completed within two years after the entity's fiscal year end.
- The entity must solicit three proposals from CPAs on the List of Appointed Firms **and all approved CPAs that contact you regarding the audit.** All proposals from approved CPAs must be scored by the entity (sections 1.6 and 2.3.2 of *the Manual*).
- If you are requesting a firm to perform any nonaudit services, this should be described in detail in item 19 of the Request for Proposal. This is discussed in sections 1.6 and 2.5.9 of *the Manual*. Common examples of nonaudit services may include assistance with the preparation of the financial statements (including the government-wide financial statements, the fund statements, and notes to the financial statements) based on information derived from the entity trial balance; preparing account reconciliations that identify reconciling items for management evaluation; and proposing standard, adjusting, or correcting journal entries for management's review and acceptance. If you require nonaudit services, you must assign an individual to act as the management representative to oversee these services. This individual must possess the skills, knowledge, or experience to accept responsibility for the CPA firm's nonaudit services. The firm is required under professional standards to evaluate whether this individual's skill, knowledge or experience is sufficient, and they may determine that they lack the necessary expertise. If they do make that determination, they are precluded from providing the nonaudit service.
- You may attach an additional sheet to the Request For Proposal to make additional requests to the CPA firm. As stated above, requests for nonaudit services should be included in number 19 of the Request for Proposal. For example, a Public Service District (PSD) may elect to request the CPA firm prepare the PSC report by including the request on this additional sheet.
- A certification has been added to the Audit Proposal Score Sheet Summary. By signing the Audit Proposal Score Sheet Summary, the audit committee members are making the assertion that (1) there is no conflict of interest or collusion with the firms submitting the bid proposals and/or the firm awarded the contract; and (2) the scoring of the bid proposals by the audit committee members are true and not influenced by any bidder or person.
- An *Anit-Lobbying Certification* form must be completed by CPA firms when the following criteria is met: (1) a firm's bid exceeds \$100,000 (total for all years, inclusive of nonaudit service fees and the 8% Chief Inspector processing fee) and (2) any fee associated with the audit contact is being paid with a federal award.
- If any fee associated with the audit contact is being paid with a federal award, then a contract cannot be made or renewed with a CPA firm debarred, suspended, or otherwise excluded by agencies.

The *List of CPA Firms Appointed to Conduct Audits and Reviews of Local Government Entities* must be obtained via our web site at <https://www.wvsao.gov/ChiefInspector/Default>, by contacting the Audit Procurement Department at (304) 558-2261 extension 2411, or by email at cpaaudits@wvsao.gov. Please do not use earlier versions of this list as the approved listing frequently changes.

In the top right corner of the enclosed contract is your RFP number. This number **MUST** be used on all correspondence and documents relating to your audit with **BOTH** the CPA Firm and the Chief Inspector Division. You **MUST** complete the procurement process, select the auditor, and return the signed contract and the required supporting documentation to the Chief Inspector no later than the date specified in the top right corner of the contract.

Certain documents, such as the Individual Audit Proposal Score Sheets, Audit Proposal Score Summary Sheets, and the Request for Proposal are available in editable electronic form online at <https://www.wvsao.gov/ChiefInspector/Default>. These forms may be used in substitution of the documents provided in your bid packet.

Please do not hesitate to contact me at (304) 558-2261 extension 2411 or by email at cpaaudits@wvsao.gov if you have any questions or concerns.

**A 2021 ORDINANCE OF THE CITY OF WESTON, WEST VIRGINIA, AUTHORIZING
THE SALE OF SURPLUS PROPERTY**

Whereas West Virginia Code 8-12-18(b) authorizes municipalities to sell personal property for fair and adequate consideration,

Whereas West Virginia State Code §8-11-3 provides that municipalities must utilize an ordinance when “providing for the purchase of private property by the municipality or for the sale of property belonging to the municipality,”

Whereas the City of Weston has various pieces of personal property that the City of Weston desires to sell,

That the City of Weston hereby authorizes, through this ordinance, the sale of the following pieces of property:

Parking Meters

100 Single Head Parking Meters

24 Double Head Parking Meters

Multiple Parts Associated with these Meters

Vehicle

2006 Ford F-250 Flatbed Truck

VIN #: 1FTSF21P76ED93053

Equipment

Gradall

Model #G3WD

PIN # 0136304

2021 Surplus Property Sale Ordinance

The Parking Meters and/or associated parts ("Parking Meters") will be sold on an individual or bulk basis to whoever wishes to buy one or more Parking Meters. The cost for a Single Head Parking Meter shall be set at \$_____. The cost for a Double Head Parking Meter shall be set at \$_____. The cost for parts associated with the Parking Meters shall be determined at time of sale.

West Virginia Code §8-12-18 indicates that personal property shall be sold at public auction. Thus, the 2006 Ford F-250 identified in this ordinance shall be sold via public auction in the manner of a closed bid procedure. Persons wishing to purchase the truck shall provide a bid to the City of Weston and the City of Weston will pick the highest bid from those who submitted bids. The bidding process will be open from July 13, 2021, to close of business on _____. Bids shall be submitted to the City Clerk at the Weston City Building.

West Virginia Code §8-12-18 indicates that personal property shall be sold at public auction. The Gradall identified in this ordinance shall be sold via public auction in the manner of a closed bid procedure. Persons wishing to purchase the Gradall shall provide a bid to the City of Weston and the City of Weston will pick the highest bid from those who submitted bids. The bidding process will be open from July 13, 2021, to the close of business on July 30, 2021. Bids shall be submitted to the City Clerk at the Weston City Building.

That upon such sale of any of the above-mentioned property, the City of Weston, through its appropriate official, is authorized to execute any document(s) necessary to lawfully transfer title of the property to the purchaser.

Any potential buyers of said properties shall contact the City of Weston in order to buy said items. In the event another public body wishes to buy the any of said items, procedures under West Virginia Code §8-12-18(a) shall be followed.

The sale of the above-mentioned equipment shall begin the day after this ordinance is enacted.

First Reading _____

Second Reading _____

Mayor

City Clerk

A 2021 Ordinance of the City of Weston Creating 15 Mile Per Hour Speed Limits on McGary Avenue, Locust Avenue, Mid Avenue, Minnich Avenue, and the Portions of Cottage Avenue That Are Designated Solely as a City Street of Weston

Whereas West Virginia Code §17C-6-3(d) gives municipalities the authority to reduce speed limits below 25 miles per hour on local dedicated rights-of-way in a residential district or portions thereof,

Whereas the City of Weston desires to reduce speed limits on various roads in residential areas of the City of Weston,

That now the City of Weston, through this ordinance, is reducing speed limits to 15 miles per hour on the following streets/avenues:

- McGary
- Locust
- Mid
- Minnich
- Portions of Cottage That Are Designated Solely as a City Street of Weston

Attached this ordinance will be maps that indicate where the 15 mile per hour signs shall be placed. The maps are intended to provide a general location for the signs and are not intended to indicate the exact spot the signs shall be placed.

Anyone violating the 15 mile per hour speed limit shall be subject to fines and penalties found in Weston Traffic Code Chapter 28.6.99.

This ordinance shall become effective the day after it is passed.

First Reading _____

Second Reading _____

Mayor

City Clerk



**Addendum A
2021 Ordinance Creating 15 MPH Speed Limits**



The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300
Randall Reid-Smith, Curator

Phone 304.558.0220 • www.wvculture.org
Fax 304.558.2779 • TDD 304.558.3562
EEO/AA Employer

July 1, 2021

Nate Stansberry
City of Weston
102 W. Second Street
Weston, WV 26452

Dear Mr. Stansberry:

The West Virginia Department of Arts, Culture, and History and the West Virginia Commission on the Arts are pleased to inform you that your application to the FY22 Cultural Facilities grant program has been approved. City of Weston, was awarded \$46,669.88 through grant AH22-8529 for the purpose of assisting with a FY22 Cultural Facilities project.

Enclosed is an agreement (contract) stipulating the terms and conditions of the grant, invoice(s) and an audit certification form required by the WV State Auditor's office.

To receive this grant money, you must follow program-specific instructions enclosed in this packet. Please contact Jenna Green, Cultural Facilities and Accessibility Coordinator with questions at Jenna.R.Green@wv.gov

These grants are made possible through funding provided by the West Virginia Legislature.

If, for any reason, you should decide NOT to accept this grant, please notify us immediately so we can make these funds available to others.

We wish you every success with your project, and if we can be of further assistance, please let us know.

Sincerely,



Lance Schrader
Director of Arts

INSTRUCTIONS

WV Department of Arts, Culture & History (WVDACH) /WV Commission on the Arts (WVCA)
Cultural Facilities and Capital Resources Grant

STEP ONE: Complete and return appropriate paperwork

Return the following items within two weeks of receiving this letter:

1. The enclosed contract – Must be signed, dated and notarized
2. A completed Audit Certification Form
3. One copy of the enclosed Invoice Form – signed and dated.

STEP TWO: Drawing down your funds

1. Enclosed you will find 4 copies of the WVDACH invoice. You may draw down funds as reimbursement for costs for this grant up to 4 times during the grant cycle. You will sign and date one WVDACH invoice and attach it to your documentation of expense and match before submitting for payment. Simply use the WVDACH invoice as your cover sheet. Keep a copy for your own records.
2. Expenses that you present must be dated from July 1, 2020 or after.
3. You must document both match and expense before funds are released.
4. There are two ways of demonstrating your match and expense:
 - a. You may submit invoices for grant-approved purchases or completed work and 50% can be claimed as match/expense.Or
 - b. You may send documentation of your retroactive match as described in the guidelines
example: if you had \$20,000 worth of work done on this project before the grant year and claim it as match in your application and it is approved, then we can pay \$20,000 of new invoices that you present.
5. Once your information is received, it takes 1-2 weeks for processing at the Department of Arts, Culture and History.
6. The next stop is the Auditor's office where processing can take as long as 2-4 weeks.
7. Please remember to acknowledge funding by using the WV Department of Arts, Culture and History Logo on all printed materials and other public information opportunities including your organizational web site.

STEP THREE: Reporting

These funds have a reporting requirement. Future funding depends on accurate and timely reporting.

Your final report is due 30 days after the grant period concludes. The form is available online at <http://www.wvculture.org/arts/grants.html> or contact the program coordinator for a hard copy.

Additional Information:

The grant year will end June 30, 2021. If all grant funds are not spent at this time, you will need to submit a written request for an extension to the Director of Arts explaining the circumstances and providing a projected date for completion. Extensions, when granted, are for no more than 120 days. Extensions are granted only in the most extreme circumstances.

Information on this grant award will be included in the annual report on Cultural Facilities and Capital Resources projects. The information may also be included in the other reporting documents presented by the WVDACH.

Staff Contact Information:

Jenna Green, Cultural Facilities & Accessibility Coordinator, 304-558-0240 ext. 725
Jenna.R.Green@wv.gov

Website: www.wvculture.org

FY22 Cultural Facilities and Capital Resources Panel Comments

Application Number: 22-8529

Applicant: City of Weston

This Request:

Amount Requested: \$60,000.00

Amount Eligible: \$60,000.00

Amount Awarded: \$46,669.88

- Letter of Intent submitted
- Funds received from WVCA in each of the 3 previous years/No funding waiver required
- Draft submitted for review
- Funding Waiver approved

Strengths:

• Central to revitalization of Weston • Current building condition needs addressed – impacting crime and health • Potential of current school bus route • Strong community outreach • Good letters of support • Architect involvement • Diverse leadership team • Plan to quickly hire executive director for the facility

Challenges:

• Architectural planning documents as a visual would have been helpful • “build it and they will come” attitude • No arts programming is clearly planned for the venue • Feasibility study and 3-year plan outlined in the grant application do not match on costs • ADA concerns are not clearly addressed

CONTRACT for Arts Grant Funding

This Agreement made this the ____ day of _____, 20____, by and between **City of Weston** and the STATE OF WEST VIRGINIA, on behalf of the Department of Arts, Culture, and History.

WITNESSETH THAT, WHEREAS, the State of West Virginia has received funds for the purpose of assisting organizations and individuals in conducting activities for the development of the arts in West Virginia, and

WHEREAS, the Department of Arts, Culture, and History of the State of West Virginia is expressly authorized by Article 1, Chapter 29 of the Code of West Virginia, 1931, as amended, to participate in the Federal grant program of the National Endowment Foundation on the Arts and Humanities Act of 1965, and to make grants to organizations and individuals whose objects and purposes are the encouragement and development of the arts, and

WHEREAS, **City of Weston** made application to the Arts Section, and

WHEREAS, the WV Commission on the Arts, on June 6, 2021, approved Grant **AH22-8529** in the amount of **\$46,669.88** to **City of Weston** for the purpose of assisting with a **FY22 Cultural Facilities project**.

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. The Department of Arts, Culture, and History hereby agrees to pay **City of Weston** the sum of **Forty-Six Thousand Six Hundred Sixty-Nine and 88/100** toward the total cost of **60000** for said project
 - (a) To be eligible for payment of the grant, **City of Weston** shall submit an invoice describing the project and showing the total amount of the grant.
2. **City of Weston** agrees to carry out said Arts program(s) as described in application **AH22-8529** as follows:
 - (a) That it will furnish its share of the total cost of the program.
 - (b) That it will disburse such funds only for an authorized purpose in connection with said Arts program.
 - (c) That it will maintain accurate records for a period of at least four (4) years in accordance with generally accepted accounting principles and procedures, so as to reflect all receipts and allowable expenditures in connection with said Arts program.
 - (d) That it will furnish to the Department of Arts, Culture, and History a completed final report no later than thirty (30) days from the completion of the project.
 - (e) That it will refund to the Department of Arts, Culture, and History of the State of West Virginia any expenditure determined to be made for an ineligible purpose.
 - (f) That unspent grant funds shall be returned within thirty (30) days after the final report is filed.
 - (g) That all such receipts and disbursements shall be subject to audit at the expense of **City of Weston** and such receipts shall be subject to audit by the proper State and Federal authority.
 - (h) That (1) it will conform to labor standards established by the U.S. Department of Labor if professional performers and related or supporting professional personnel are employed on projects or productions which are financed in whole or in part by grant without subsequent deduction or rebate on any account, and (2) no part of any project or production which is financed in whole or part under Section 5 of the National Endowment Foundation on the Arts and the Humanities Act of 1965 will be performed or engaged in under working conditions which are unsanitary or hazardous or dangerous to the health and safety of the employees engaged in such project of production, including particularly, no work which is prohibited for safety or sanitary reasons by any of the contracts with labor organizations.

(i) That arts program(s) must be executed within the dates projected on grant application.

(j) That notification will be made to the Director of the Arts Section of any change in the projects or budgets described in the grant application. These changes must be approved in writing from the Director of the Arts Section prior to the change being made.

(k) That it agrees to publicize the project and credit will be given in any publicity, printed material, programs or press releases as follows: "This program is being presented with financial assistance from the West Virginia Department of Arts, Culture, and History and the National Endowment for the Arts, with approval from the WV Commission on the Arts."

(l) That it hereby agrees to comply with regulatory guidelines which prohibit any unlawful discrimination and that it will comply with standard policies and regulations which insure that all persons have easy access to the services and program(s) supported with these funds. The regulations governing these responsibilities are: Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and Age Discrimination Act of 1975; and shall insert a similar provision in all subcontract for activities covered by the contract. (Information about these regulations may be obtained by contacting the Department of Arts, Culture, and History.)

3. It is the understanding of all parties to this contract that the Department of Arts, Culture, and History, by joining in this contract, does not pledge or promise to pledge the assets of the State of West Virginia, nor does it promise to pay any part of the contract sum provided for in this agreement from monies of the Treasury of the State of West Virginia except such monies as shall be appropriated by the West Virginia Legislature specifically for this purpose and except such monies as shall be granted and paid to the State for this project by the National Endowment for the Arts, and such monies as shall be paid to the State by foundations, individuals, or by any other source.

4. WHEREAS Under penalty of law for false swearing (WV Code §61-5-3), applicant certifies that by signing this grant agreement, all related parties have filed all reports for state grants received as required under WV Code §14-4-14 (SAGA)

IN WITNESS WHEREOF, **City of Weston** and the Department of Arts, Culture, and History have caused this instrument to be executed by their duly authorized representatives.

The Department of Arts, Culture, and History

ORGANIZATION: CITY OF WESTON

Randall Reid-Smith, Curator

STATE OF WEST VIRGINIA
COUNTY OF _____ TO-WIT
I, _____, a Notary Public in and for said County and State,
do certify that _____, whose name is signed to the writing hereto
annexed, bearing the date the _____ day of _____, 20_____ has this day
acknowledged the same before me in my said County, to be his act and deed.

Given under my hand this _____ day of _____ 20_____
My commission expires _____

Notary Public

INVOICE

FOR OFFICE USE ONLY!!!!

Account#: 3537-2022-3201-09900-3256

Date of Service: _____

Amount: _____

Application: AH22-8529

To: Department of Arts, Culture, and History
Arts Section
1900 Kanawha Blvd. East
Charleston, WV 25305

Purpose: To assist with a FY22 Cultural Facilities project.

Make check payable to: **City of Weston**
Address: **102 W. Second Street**
Weston, WV 26452
FEIN **55-6000269**

Grantee Signature: _____

Title: _____

Date: _____

I certify that the attached invoice for which payment has been requested has been audited against, and conforms to, the terms and conditions of the referenced grant agreement.

I hereby certify that the items listed hereon have been received and approved for payment.

Lance Schrader, Director of Arts

Date

Barbie Smoot, Budget Manager

Date

INVOICE

FOR OFFICE USE ONLY!!!!

Account#: 3537-2022-3201-09900-3256

Date of Service: _____

Amount: _____

Application: AH22-8529

To: Department of Arts, Culture, and History
Arts Section
1900 Kanawha Blvd. East
Charleston, WV 25305

Purpose: To assist with a FY22 Cultural Facilities project.

Make check payable to: **City of Weston**
Address: **102 W. Second Street**
Weston, WV 26452
FEIN **55-6000269**

Grantee Signature: _____

Title: _____

Date: _____

I certify that the attached invoice for which payment has been requested has been audited against, and conforms to, the terms and conditions of the referenced grant agreement.

I hereby certify that the items listed hereon have been received and approved for payment.

Lance Schrader, Director of Arts

Date

Barbie Smoot, Budget Manager

Date

INVOICE

FOR OFFICE USE ONLY!!!!

Account#: 3537-2022-3201-09900-3256

Date of Service: _____

Amount: _____

Application: AH22-8529

To: Department of Arts, Culture, and History
Arts Section
1900 Kanawha Blvd. East
Charleston, WV 25305

Purpose: To assist with a FY22 Cultural Facilities project.

Make check payable to: **City of Weston**
Address: **102 W. Second Street**
Weston, WV 26452
FEIN **55-6000269**

Grantee Signature: _____

Title: _____

Date: _____

I certify that the attached invoice for which payment has been requested has been audited against, and conforms to, the terms and conditions of the referenced grant agreement.

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Barbie Smoot, Budget Manager

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Lance Schrader, Director of Arts

Date

Barbie Smoot, Budget Manager

Date



Commission on the Arts

AUDIT CERTIFICATION

Name: _____

Organization: _____

Mailing Address: _____

_____ No, I/We did not receive more than \$50,000 in federal and state grant money from all sources in FY2020.

_____ Yes, I/We received more than \$50,000 in federal and state grant monies from all sources in FY2020.

___ Our audit is enclosed **OR** ___ Our audit will be sent by this date: _____

Signature

Date



West Virginia Department of ARTS, CULTURE & HISTORY

WV State Arts Office Grant Programs Currently Accepting Applications

September 1 Deadline

American Rescue Plan: Individual Artist Project Support*

Provides up to \$7,500 in project support for individual artists to create visual, performance, or literary works of art aimed at helping their communities heal from the impact of COVID-19.

American Rescue Plan: Operating Support for Arts Organizations

Provides up to six months of operating expenses to any 501(c)3 WV not-for-profit arts organizations that have suffered revenue losses due to coronavirus (COVID-19) related closings and cancellations. Funding may be used for rent, mortgage, salaries or wages, and utility bills. Preference will be given to organizations that do not received operating support through the Arts Partners grant program.

October 1 Deadline

Arts in Education - Arts Exposure Projects

Provides up to 50% of eligible support to West Virginia schools, nonprofit 501(c)3 arts organizations, both touring and presenting, as well individual artists and artist collectives to present performing, literary, and visual artists to students in grades K-12.

Arts in Education - School-Based and Out-of-School-Based Projects

Provides up to 50% of eligible costs to WV schools, and nonprofit 501(c)3 organizations for curriculum-based, hands-on projects that involve K-12 students and teachers in the arts during daily instruction or outside of regular school hours.

Creative Aging for Lifelong Learning

Provides up to \$5,000 in support to West Virginia nonprofit 501(c)3 arts organizations, local governments, and individual artists for creative aging projects that employ a West Virginia teaching artist for programming to teach a new skill in the arts to a consistent group of adults age 55+ and has a culminating public event at the conclusion of the project.

Folk Art: Living Traditions - Project Support for Artists*

Provides up to \$5,000 in support for individual artists to improve their skills through skills-building activities, structured courses, workshops, trainings, or internship programs; or create folk art projects, including acquisition of specialized equipment or contracted services to complete a project.

Folk Art: Living Traditions - Organizations Providing Folk Art Opportunities

Provides WV 501(c)3 organizations, local governments, and schools up to \$5,000 in project support to organizations providing workshops and training to West Virginians in folk arts.

Marketing Support for Individual Artists*

Provides up to \$7,500 in support for individual artists to grow their online and in-person audiences through website development, advertisement, and marketing services or consulting.

Marketing Support for Arts Organizations

Provides any 501(c)3 West Virginia not-for-profit organization with an arts-related mission up to \$7,500 to grow their online and in-person audiences through website development, advertisement, marketing or consulting services, or contracted/part-time marketing positions within the organization (except those funded under the ARP Operating Support for Arts Organizations grant).

Organizations Providing Professional Development Opportunities for Artists

Provides up to \$5,000 in eligible costs to WV nonprofit 501(c)3 organizations that meet the needs of underserved artists by offering programs that help them expand or improve their work.

Professional Development for Artists*

Provides up to \$2,500 in support for professional and emerging artists to expand or improve their work or share their expertise.

Rural Youth Engagement through Public Art Grant

Provides up to \$5,000 to WV schools, 501(c)3 youth/arts organizations, and local governments in support of public art projects in rural areas that engage local youth in the planning and/or implementation of the project.

Rolling Deadline / 6 weeks before event

Arts in Education - Mini-Grants

Provides up to \$1,000 in support for schools, nonprofit community arts organizations and other nonprofit sponsors that do not present a season of events for the presentation of West Virginia artists in arts education projects.

Certified Arts Communities

A special designation for communities that have realized the benefits of cooperation among arts and humanities groups, business leaders, and jurisdictional agencies.

Community Arts Mini-Grants

Provides up to \$1,000 in support to individuals, 501(c)3 organizations, and municipal or county governments for projects that present artists in performances, workshops, and other projects with a specific arts focus.

Cultural Facilities and Capital Resources Fast Track

Provides up to 50% of eligible costs in emergency support for the acquisition, construction and renovation of arts venues, accessibility improvements and capital purchases of durable equipment to WV schools and nonprofit 501(c)3 organizations.

Travel and Training*

Provides up to \$500 in travel support to artists, arts administrators, and arts educators for conferences, workshops, seminars, and showcases outside of West Virginia.

Applications may be downloaded from the following link:

<https://bit.ly/WVStateArtsGrants>

*Indicates programs specifically designed to meet the needs of individual artists.

12. Reports of City Council

Mayor's Report

June 2021

07/06/2021

June 7 – Regular Council Meeting

June 8 – Neighborhood Watch Meeting

June 10 – Historic Landmarks Commission Meeting

June 11 – WV Municipal League Board Meeting

June 14 – Special Session

June 14 – Weston Sanitary Board Meeting

June 18 – Parks & Rec. Meeting

June 22 – Special Council Meeting

June 23 – Region VII PDC Nominating Committee Meeting

June 29 – Region VII PDC CEDS Meeting

Fridays – WV Municipal League Call