

**REGULAR MEETING – BOARD OF DIRECTORS
BLUEFIELD, MERCER COUNTY, WEST VIRGINIA**

May 24, 2016

NOON

A regular meeting of the Board of Directors of the City of Bluefield, Mercer County, West Virginia was held on Tuesday, May 24, 2016, at noon in the Municipal Building Boardroom. Present were Vice Mayor Barbara Thompson Smith, Director Chuck McGonagle, Director Ellen Light, Director Michael Gibson, City Manager Dane Rideout, Assistant City Manager Josh Cline, City Attorney Brian Cochran, City Treasurer Kelly Davis, Community and Economic Development Director Jim Spencer and City Clerk Bobbi Kersey. Mayor Thomas J. Cole was absent.

INVOCATION – PLEDGE OF ALLEGIANCE – CALL TO ORDER

Vice Mayor Barbara Thompson Smith requested a silent prayer with special condolences for the family of Mrs. Frances L. Whalen. Mrs. Whalen was a long time resident of Bluefield, an active volunteer and community leader. Vice Mayor Barbara Thompson-Smith led the Pledge of Allegiance to the Flag of the United States of America.

Vice Mayor Barbara Thompson Smith called the meeting to order.

APPROVAL OF THE MINUTES

Director Michael Gibson made a motion that the minutes of the May 9, 2016, Board of Directors meeting be approved as presented, second; unanimously approved and so ordered.

Director Michael Gibson made a motion that the minutes of the May 17, 2016, Special Called Board of Directors Meeting be approved as presented, second; unanimously approved and so ordered.

DEMONSTRATION

Code Enforcement Supervisor Lori Mills (her dog, Maggie) and Animal Control Officer Alex Ellison demonstrated a new tool being utilized by code enforcement called Home Again Universal Reader. The reader allows code enforcement to scan all microchipped dogs and cats when they are in the field. The scanner gives owner information so the animal can be reunited with its family faster. The microchip is given like a shot and the cost is approximately \$15 to \$20 dollars. The City will hold its Pet Extravaganza on July 16th at Shelter #4. Microchipping will be available along with many other activities and food.

PRESENTATION

Parks and Recreation Director Charles Riddlehuber presented a Certificate of Appreciation to Mickey Pellillo and Cynthia Atwell. Parks and Recreation Director Riddlehuber recognized Kelly Walls, Walter Shroyer, Don Pellillo, Joe Blair, Budd Clapp, Richie Mullins, Ty Tyson and Austin Fife. These volunteers are instrumental in keeping the trails maintained, helping with the mountain bike races and coordinating many other events and activities. The volunteers write grants and work with college students, from Bluefield State College and Bluefield College.

CITY MANAGER REPORT: DANE RIDEOUT

City Engineer Tony Wagner participated in the bid process for paving and was instrumental in the decision making process of what roads will be paved/milled and coordinates with other utility companies

Public Works is catching up on pothole repair and mowing due to the recent wet weather. The four-day trash pickup is working out and allowing Monday to be a day for maintenance on equipment. There was a massive cleanup on Calhoun and Charleston Terrace. People are using certain areas in the city for illegal dumping. City Manager Rideout requested that citizens report anyone illegally dumping.

Parks and Recreation sponsored the Crying Wolf Challenge and a 5K run this past weekend. The staff is preparing for the Cole Chevy Mountain Festival starting May 31st – June 5th. Summer specialty camps are posted, with applications, on the cityofbluefield.com website or citizens can register at Parks and Recreation

Code Enforcement officers are working on some weekends. There are six demolitions set for June and eight more demolitions pending.

Human Resources Department is taking applications for a code enforcement officer.

IT Specialist Billy Hester is supervising the police substation. The goal is to open the substation by July 4th.

Police Department had a successful DUI checkpoint. There is a bear problem at Tiffany Manor. The DNR is aware and has set traps. Citizens are asked NOT TO FEED THE BEARS. If a bear is spotted please report to the Bluefield Police Department.

Fire Department had thirty-three (33) total calls for service and four incidents: North Street, College Avenue, 4th Street, and Carrol Street.

Community and Economic Development Director Jim Spencer

- Fantastic Friday was a success despite the rain and wind. More than one hundred fifty citizens were in attendance and twelve vendors showcased their goods. Fantastic Friday will continue each Friday from 4 p.m. – 7 p.m. in the grassy area along Bluefield Avenue.
- Area women are asked to participate in a focus group discussing women's health on Thursday, May 26th at 11:00 a.m. at the Craft Memorial Library. This focus group is part of research being conducted by the Institute for Health Metrics and Evaluation at the University of Washington.
- The City is working on federal funding to renovate the old Freight Station, being marketed as a site for entrepreneurs with space available for manufacturing businesses. The City is seeking procurement for architectural and engineer services for a POWER (Partnership for Opportunity and Workforce and Economic Revitalization) grant. The top ranked firm was E.L. Robinson and representative Dave Cole spoke about their role in the project. The next step will be for the City to enter into negotiations with E.L. Robinson. Grants are on a first

come first serve basis. City Manager Rideout and Economic and Development Director Spencer will travel to Washington on June 10th to articulate the City's vision

PUBLIC COMMENTS:

Art Riley, representing the Downtown Merchants Association, stated the 29th year of concerts in Chicory Square, sponsored by the Bluefield Daily Telegraph and the Downtown Merchants Association, will begin Friday at noon. The Internet Café will furnish food and the public is invited. Gospel singer Caria Bragg will perform this Friday.

ACTION ITEMS:

City Treasurer Kelly Davis requested approval to submit seventy- nine (79) May accounts for collection in the amount of \$43,970.36. Director Ellen Light moved to approve the seventy-nine accounts for May in the amount of \$43,970.36 be sent to collections, second; unanimously approved and so ordered.

City Treasurer Kelly Davis stated the fourth revision to the General Fund Budget increases estimated revenue by \$118,639. The revision estimates an additional \$27,025 in taxes; a reduction of \$2,000 in fines and forfeitures; an additional \$17,750 in charges for service; an additional \$43,864 in grants, contributions and other intergovernmental receipts; and an additional \$32,000 in miscellaneous revenues. The total increase in anticipated revenue is \$118,639; thereby increasing the overall General Fund Revenue Budget to \$11,584,400. Director Michael Gibson moved to approve the fourth revision to the General Fund Budget as presented and submit to the state auditor, second; unanimously approved and so ordered.

City Treasurer Kelly Davis stated at an earlier day (January or February) the Board approved the purchase of two pieces of equipment from the Rainy Day Fund. In turn the equipment was leased to the Sanitary Board and the Stormwater Board. At that time, it was indicated that when the leases were paid back the money would have returned to the Rainy Day Fund. City Treasurer Davis requested approval of transfer of \$20,158.48 back into the Rainy Day Fund. Director Michael Gibson moved to approve the transfer of \$20,158.48 back into the Rainy Day Fund, second; unanimously approved and so ordered.

Vice Mayor Barbara Thompson Smith requested approval of the First Reading of an Ordinance Renewing a Franchise Agreement for Bluefield Gas. City Attorney Brian Cochran stated this is a Franchise Agreement with Bluefield Gas for eight years. We are reverting back to the 2009 agreement that will expire July 2017. Director Ellen Light moved to approve the First Reading of an Ordinance Renewing a Franchise Agreement for Bluefield Gas, second; unanimously approved and so ordered.

Vice Mayor Barbara Thompson Smith requested approval of Lease Amendment #5 Between the City of Bluefield and Citizens Telecommunications. City Attorney Brian Cochran stated this is an amendment with Frontier for the two parking lots behind their facility. The City has leased the lots for several years and there is a three (3) percent increase in the rent this year. Director Chuck McGonagle moved to approve the Lease Amendment #5 Between the City of Bluefield and Citizens Telecommunication, second; unanimously approved and so ordered.

Vice Mayor Barbara Thompson Smith requested approval of the appointment of Frank Wilkinson to the Craft Memorial Board of Directors. City Manager Dane Rideout stated the Craft Memorial Board of Directors requested Frank Wilkinson be appointed to fill the term previously occupied by his father, R.W. Wilkinson. Mr. Wilkinson's term would expire June 30, 2018. Director Michael Gibson moved for approval to appoint Frank Wilkinson to the Craft Memorial Board of Directors with the term expiring on June 30, 2018, second; unanimously approved and so ordered.

Vice Mayor Barbara Thompson Smith requested approval of a contract with Southern Paving Company. City Manager Rideout stated that each year the City takes bids for milling and paving. Two bids were submitted: Southern West Virginia Paving, Inc. for \$237,931.59 and AAA Paving and Sealing for \$243,008.50. City Manager Rideout recommended the lower bid from Southern West Virginia Paving. Director Ellen Light moved for approval of a contract with Southern West Virginia Paving Company for \$237,931.59, second; unanimously approved and so ordered.

OTHER:

Director Ellen Light announced the Summit Players Theatre, located in the old historic Municipal Hall, has been placed on the West Virginia Historic Theatre Trail. The West Virginia Historic Theatre Trail consists of 24 theatres in 17 counties, it is looking to expand.

Director Michael Gibson moved to adjourn, second; unanimously approved and so ordered.

Bobbi Kersey, City Clerk

Thomas J. Cole, Mayor