**REGULAR MEETING – BOARD OF DIRECTORS**
**BLUEFIELD, MERCER COUNTY, WEST VIRGINIA**
**October 11, 2016**
**NOON**

A regular meeting of the Board of Directors of the City of Bluefield, Mercer County, West Virginia was held on Tuesday, October 11, 2016, at noon in the Municipal Building Boardroom. Present were Mayor Thomas J. Cole, Vice Mayor Barbara Thompson Smith, Director Ellen Light, Director Chuck McGonagle, 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.

## INVOCATION – PLEDGE OF ALLEGIANCE – CALL TO ORDER

Vice Mayor Barbara Thompson-Smith invoked divine guidance for the conduct of the meeting and led the Pledge of Allegiance to the Flag of the United States of America.

Mayor Thomas J. Cole called the meeting to order.

## APPROVAL OF THE MINUTES

Vice Mayor Barbara Thompson Smith moved that the minutes of the September 27, 2016, Board of Directors meeting be approved as presented, unanimously approved and so ordered.

## PRESENTATION

Executive Director Jamie Null from the Mercer County Convention and Visitors Bureau gave the 2015 -2016 annual report. The mission of the Mercer County CVB is to create economic growth and promotion of the county as a destination. Ms. Null discussed the top ten visitor states, marketing budget, the digital campaign, the economic impact of travel on West Virginia and various other topics. A complete copy of the 2015 - 2016 annual report is available at the Mercer County Convention and Visitors Bureau at 621 Commerce Street, Bluefield, West Virginia 24701.

## CITY MANAGER REPORT: DANE RIDEOUT

**Paving** continues and the new paver is now being utilized. A certified Caterpillar Paver Technician has been on site to train employees.

**October Fest** was a huge success although the weather did not cooperate due to Hurricane Matthew that brought our area rain. Thank you to the Beautification Commission for their hard work in getting the event together in a very short period of time. This is a Mercer County event that has been held in Bramwell but hopefully will become an annual event for Bluefield. On October 9th and 10th, the third Appalachian Marathon series was held at the park.

**Trunk or Treat** will be on Saturday, October 29th from 3 p.m. – 6 p.m. at the City Park. Plans are being made for a monster dash.

**Halloween** will be observed on October 31st from 6:00 p.m. – 8:00 p.m. Participating households should turn on their porch lights during trick-or-treat and for everyone's safety.

**Renovations for the Second Phase of the Youth Center** has received funding and the following projects will soon begin:

- Renovations of the locker rooms and two family bathrooms
- HVAC installation in the meeting room and teen center
- Window installation in the gym, teen lounge, and American Legion
- Electronic sign installation in front of building
- Storage building behind building
- Improve drainage behind building

**Code Enforcement** continues to execute and enforces what the Building Commission determines at their monthly meetings. Five more demolitions are scheduled for this week and three asbestos abatements are underway. The Coal City Auditorium is scheduled for demolition starting in November.

**Police Department** reported the following:
Calls for service – 818
Arrests – 56
Citations written – 579 with 403 warnings to remind citizens of safety issues being neglected such as: using seat belts, talking on phone, using turn signals, etc.

**K-9's** searched seventeen vehicles, aided in twenty misdemeanor arrests, and assisted in twenty misdemeanor arrests.
A full report is available in the City Clerk's office.

**Community and Economic Development Director Jim Spencer**
The City of Bluefield will have the second Small Business Appreciation Day on Saturday, November 26th. A planning session has been scheduled for Friday, September 30th (8:30 a.m.) at the Corner Coffee Shop.
A manufacturing business did a site visit last week and the City will continue to work with them.

Thirty-one businesses have participated in a business survey. The top issues included: marketing, expanded, communication, network training, trademarks, and funding. Please contact Community and Economic Development Director Spencer for more information.

**PUBLIC COMMENTS:**

**Art Riley, representing the Downtown Merchants Association**, stated the Christmas Parade will be December 10th at 1:00 p.m. The theme this year will be *The Island of Misfit Toys*. The grand marshal this year will be the Bluefield Fire Department. Mr. Riley thanked Community and Economic Director Jim Spencer and Executive Director Jamie Null for promoting the City. Mr. Riley stated signage was needed in the City that new money is needed instead of circulating money from within.

**Pete Sternloff, Bluefield citizen**, suggested the events on the City website be updated more often. He would especially like to see financial reports be added to the website.

**ACTION ITEMS:**

**City Treasurer Kelly Davis** requested approval of the monthly financial summary for September. At the close of September 2016, the 3rd month of the fiscal year, revenue collected totaled $3,263,382 (36.82%) of the projected amount of $8,863,208. Expenditures totaled $2,860,699 (26,27%) of the projected $10,889,627.

Mayor Cole requested approval of the second reading of an **ORDINANCE ENACTING CHAPTER 3, SECTION 3-10, PROVIDING FOR MUNICIPAL SALES AND SERVICE TAX AND MUNCIPAL USE TAX IN ACCORDANCE WITH WEST VIRGINIA CODE §8-1-5a**. Mayor Cole stated a Public Hearing was held at 11:30 a.m. today to discuss this ordinance. City Attorney Brian Cochran stated the 1% sales tax would be added on to any business that is currently paying the 6% state sales tax. This tax would not go into effect until July 1, 2017. **Director Chuck McGonagle moved to approve the second reading of an ORDINANCE ENACTING CHAPTER 3, SECTION 3-10, PROVIDING FOR MUNICIPAL SALES AND SERVICE TAX AND MUNCIPAL USE TAX IN ACCORDANCE WITH WEST VIRGINIA CODE §8-1-5a**; unanimously approved and so ordered.

Mayor Cole read the second reading of an **ORDINANCE PROVIDING FOR THE AMENDMENTS TO CHAPTER 38, SECTIONS 38-51, 38-54, and 38-56 OF PART II OF THE CODE OF ORDINANCES OF THE CITY OF BLUEFIELD.** Assistant City Manager Josh Cline stated this was a B & O tax reduction ordinance required prior to implementing the 1% sales tax. This ordinance reduces the B & O tax for three separate business sections of our code.
Mayor Cole and Director Chuck McGonagle stated they would abstain from voting due to some categories being encompassed in their businesses. Vice Mayor Barbara Thompson Smith requested a motion for approval of the second reading of an **ORDINANCE PROVIDING FOR THE AMENDMENTS TO CHAPTER 38, SECTIONS 38-51, 38-54, and 38-56 OF PART II OF THE CODE OF ORDINANCES OF THE CITY OF BLUEFIELD. Director Ellen Light moved to approve the second reading of an ORDINANCE PROVIDING FOR THE AMENDMENTS TO CHAPTER 38, SECTIONS 38-51, 38-54, and 38-56 OF PART II OF THE CODE OF ORDINANCES OF THE CITY OF BLUEFIELD; 3 voted in favor, Mayor Cole and Director McGonagle abstained. The motion passed.** This ordinance will not take effect until July 1, 2017. This ordinance is not a Home Rule ordinance and does not generate revenue. A public hearing is not required.

Mayor Cole requested approval of a right of way agreement between the City of Bluefield and Allegheny Wood Product, Inc. City Manager Dane Rideout stated the City owns property on the north side of Airport Road. Allegheny Wood Product needs access through City property to get to their property to timber. City Engineer Tony Wagner has been out to the property and the boundaries have been verified and discussed. Police Chief Dillow has discussed what can and cannot be done. The timber company will be improving the existing roads during this process. City Manager Rideout recommended this agreement be approved. **Director Michael Gibson moved to approve a right- a - way between the City of Bluefield and Allegheny Wood Products, Inc., unanimously approved and so ordered.**

Mayor Cole requested approval to reappoint Ristina Robinson to the Bluefield Housing Authority for a five – year term, October 14, 2016 – October 14, 2021. **Director Ellen Light moved to reappoint Ristina Robinson to the Bluefield Housing Authority for a five-year term, October 14, 2016 – October 14, 2021, unanimously approved and so ordered.**

**OTHER:**

Mayor Cole stated a Town Hall Meeting will be held at six o'clock at City Hall to discuss staggered elections. The regular Board of Directors meeting will be at noon.

Director Ellen Light moved to adjourn, unanimously approved and so ordered.

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Bobbi Kersey, City Clerk Thomas J. Cole, Mayor