

**REGULAR MEETING – BOARD OF DIRECTORS
STUDENT GOVERNMENT DAY
BLUEFIELD, MERCER COUNTY, WEST VIRGINIA
May 7, 2018 - Noon**

A regular meeting of the Board of Directors of the City of Bluefield, Mercer County, West Virginia was held on Monday, May 7, 2018, at noon in the Municipal Building Boardroom. Present were Mayor Ron Martin, Vice Mayor Barbara Thompson-Smith, Director Matt Knowles, Director Robb Williams, City Manager Dane Rideout, City Treasurer Kelly Davis, City Attorney Colin Cline, and City Clerk Bobbi Kersey. Community and Economic Development Director Jim Spencer was absent.

Vice Mayor Barbara Thompson Smith invoked divine guidance for the conduct of the meeting.

Student Vice Mayor Katherine Spurlin led the Pledge of Allegiance to the Flag of the United States of America.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, called the meeting to order.

Public Comments or Public Discussion:

None

Approval of Minutes

Director Robb Williams moved to approve the minutes from the April 24, 2018 Board of Directors meeting was unanimously approved and so ordered.

Vice Mayor Barbara Thompson Smith moved to approve the minutes from the April 24, 2018 Midway Sewer Upgrade Public Meeting was unanimously approved and so ordered.

Presentation

Student City Manager Logan Muncy read a letter from the Arbor Day Foundation congratulating Bluefield as being named a 2017 Tree City USA and receiving a Tree City USA Growth Award for demonstrating environmental improvements. This is the seventeenth year Bluefield has received the award.

Student City Attorney Raymond Lee read the Resolution to observe Arbor Day 2018.

RESOLUTION TO OBSERVE ARBOR DAY 2018

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday, called Arbor Day was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed though out the nation and the world because trees can reduce the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and trees in our city increase property values,

enhance the economic vitality of business areas, and beautify our community, and are a source of joy and spiritual renewal, and

WHEREAS, the City of Bluefield has been named a Tree City USA designee for many years with responsible care of its natural landscape,

NOW THEREFORE BE IT RESOLVED, that we, the City of Bluefield Board of Directors, do encourage all citizens to observe Arbor Day 2018 on Friday, May 11, 2018 and urge them to care, maintain, and when able, plant trees on their property.

Given under our hands this the 7th day of May 2018.

Director Robb Williams moved to approve the Resolution to Observe Arbor Day 2018 was unanimously approved and so ordered.

Department of Forestry Representative Andy Sheetz presented the Board of Directors with the Tree City Flag. Forester Andy Sheetz stated Bluefield was only one of seventeen cities that have this status. He said Bluefield was part of a very elite group and the growth award represented that the city went beyond the requirements to be selected as a Tree City. Forester Sheetz congratulated the City of Bluefield.

Action on Accounts

City Treasurer Kelly Davis presented the April financial report. At the close of April 2018, the 10th month of the fiscal year, revenue collected totaled \$10,754,142 (106.42%) of the projected amount of \$10,105,400. Expenditures total \$8,900,163 (73.50%) of the projected budget of \$12,231,272. Vice Mayor Barbara Thompson Smith moved to approve the April financial report was unanimously approved and so ordered.

City Manager Report

- The City of Bluefield has been selected as a host city for ICMA (International City Managers Association) and the Department of Defense (DoD). Approximately forty-five cities competed to be host for the fellowship program and Bluefield was named as one of ten host cities. Other cities chosen included Ft. Lauderdale, Florida, Fort Worth, Texas, Fayetteville, N.C., and Chesapeake, Virginia. A civilian military installation manager selected by the Army will spend a week in Bluefield later this year working with city personnel and citizens. The program will be a deep dive into the workings of a municipal government. The intent is to share ideas, look for enterprise solutions and take the ideas back to higher-level DOA installations. Bluefield is on the DoD radar screen as they look at other programs that might be implemented. This would be new money coming into the city and is a good thing. City Manager Rideout will attend a meeting in Washington, DC and meet with the representative prior to his arrival in Bluefield.
- Shout out to WV House of Delegate and Bluefield resident, John Shott. Delegate Shott was one of seventy-five volunteers who helped with the city wide clean up. All city owned properties were cleaned especially the entrances to our city. Eight tons of trash and one hundred tires were collected. A special thank you to the Four Seasons Recovery, County Litter Control Officer Josh Parks, Public Works Director Candy Sayers, Parks and Recreation Director Charles Ridlehuber, and IT Specialist Billy Hester. There was not as much trash this year, which is a good thing.
- Construction project at Bakers Hill Inn. A safety protection curb is being built due to several accidents in that area.

- IT Specialist Billy Hester is overseeing LUMOS work for the new Public Work facility and Fitness Center. The HVAC unit at the Alliance for the Arts building is installed and operating. Frye Roofing is replacing roof at the Police Department substation.
- Please check the website for the many activities being offered from the Recreation Department. (www.cityofbluefield.com or Facebook: Bluefield Parks and Recreation Department).
- Code Enforcement continues their efforts maintaining city property, including grass cutting. Thirteen abandoned vehicles were sold on May 4. Bids were opened on May 4, for qualified contractors interested in providing services to raze condemned structures.
- Patrolman Shawn Copenhaver and Patrolman Forrest Ingole have successfully completed and graduated from a sixteen-week course at the West Virginia State Police Academy.

The Police Department reported the following:

- 760 - Calls for service
 - 91 - Arrests
 - 125 – Reports filed
 - 626 – Citations written (380 warnings)
 - 19 - Motor vehicles accidents
 - 81 - Parking citations
- \$24,335.00 Fines Collected
- The Fire Department had nineteen (19) EMS incidents. Fire Chief Rick Cary and patrolman are clearing a lot at Midway. This lot will be used for a fire-training center. Having a fire - training center will help with the ISO ratings.
 - Thought and prayers with are with Community and Economic Development Director Jim Spencer and his family as his daughter recovers from surgery.

Action on New Business

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval for J & M Heating and Air Conditioning, Inc. contract for the Fitness and Recreation Center for \$27,900. City Manager Rideout stated HVAC was put out for bid and four companies responded (J & M Heating, Furnace Man, Fox and Thompson, and Southern Air). A foundation is funding this project.

Director Robb Williams moved to approve the J & M Heating and Air Conditioning contract for the Fitness and Recreation Center for \$27,900 was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval of Fed Ex lease extension. Student Economic and Development Director Zoe Carter, under the direction of City Attorney Colin Cline, stated Fed Ex has requested an extension of a one-year lease at the Commercialization Station. The term of the lease will be extended for one (1) year ending October 31, 2018. Director Matt Knowles moved to approve the Fed Ex lease extension was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval of Frontier Parking Lot lease renewal. Student City Attorney Raymond Lee, under the direction of City Attorney Colin Cline, stated the City owns two parking lots that are rented to Frontier Communications. The lease has been operating for a year at a time. Rather than revisit this issue every year, City Attorney Cline has written a five-year lease agreement with a 3%

increase per year. Vice Mayor Barbara Thompson Smith moved to approve the Frontier Parking lot lease renewal was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval of USDA Grant application. City Attorney Colin Cline stated this application is for the City of Bluefield to submit an application for Federal assistance for police vehicles and /or equipment. A Public Hearing was held earlier today at 11:40 a.m. This is a \$50,000 grant. Director Robb Williams moved approval of the USDA Grant application was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval of a paving contract with Southern West Virginia Paving for \$166,717.45. City Manager Dane Rideout stated this is the first of the citywide paving. This contract will cover all the parking lots at the Fitness Center and parts of East River, North Street and a block above College Avenue. Three or four storm drains will be repaired, certified raised crosswalks will be added and all the corners will become ADA compliant. Director Robb Williams moved to approve the paving contract with Southern West Virginia Paving for \$166,717.45 was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval of a Resolution to submit an application to the Appalachian Regional Commission POWER Initiative Grant Program for the CyberARC Bluefield project. Student Vice Mayor Katherine Spurlin read the following Resolution:

Whereas, the City of Bluefield wishes to submit an application to the Appalachian Regional Commission POWER Initiative Grant Program for the CyberARC Bluefield Project, and;

Whereas, the City of Bluefield must give assurances that Program Regulations related to grant administration, civil rights and other applicable State and Federal Laws will be followed, and;

Whereas, the City of Bluefield must designate an official representative to act in connection with the application and execute

Whereas, the City of Bluefield must assure at least 30% of the funding shall be provided to match Appalachian Regional Commission POWER Initiative Grant funds:

Now, Therefore, Be It Resolved That:

1. The City of Bluefield authorized the submission of an application to the Appalachian Regional Commission POWER Initiative Grant Program for the CyberARC Bluefield Project.
2. The City of Bluefield will comply with all laws and regulations pertaining to the program.
3. Ron Martin, Mayor, is designated as the authorized official to act in connection with the application.
4. The City of Bluefield will provide at least 30% match as required by the Appalachian Regional Commission guidelines.

Director Matt Knowles moved to approve the Resolution to submit an application to the Appalachian Regional Commission POWER Initiative Grant Program for the CyberARC Bluefield project was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested approval of Resolution for a HUD Community Block Grant. Student Director Turner Jones read the following

RESOLUTION

Whereas, the City of Bluefield, an applicant for a HUD Community Development Block Grant, is an equal opportunity employer and takes steps to affirmatively further fair housing in all public notices, ads and publications.

Now, Therefore, Be It Resolved That the City of Bluefield is an equal opportunity employer and will take steps to affirmatively further fair housing in all public notices, ads and publications.

Director Robb Williams moved approval of the Resolution for a HUD community Block Grant was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin approval of Resolution to submit an application to the State of West Virginia HUD Community Development Grant Program to request funding for the City of Bluefield Midway Sewer Replacement Project. Student Director Tyquon Coleman read the following:

RESOLUTION

Whereas, the City of Bluefield wishes to submit an application to the State of West Virginia HUD Community Development Block Grant Program to request funding for the City of Bluefield: Midway Sewer Replacement Project, and;

Whereas, the City of Bluefield must give assurances that the Program Regulations related to grant administration, civil rights and other applicable State and Federal Laws will be followed, and;

Whereas, the City of Bluefield must designate an official representative to act in connection with the application and execute all necessary program documents:

Now, Therefore, Be It Resolved That:

1. The City of Bluefield authorized the submission of an application with the State of West Virginia HUD Community Development Block Grant Program for the City of Bluefield: Midway Sewer Replacement Project.
2. The City of Bluefield will comply with all laws and regulations pertaining to the program.
3. Ron Martin, Mayor, is designated as the authorized official to act in connection with the application.

Director Matt Knowles moved approval of the Resolution to submit an application to the State of West Virginia HUD Community Development Grant Program to request funding for the City of Bluefield Midway Sewer Replacement Project was unanimously approved and so ordered.

Student Mayor Matt Coates, under the direction of Mayor Ron Martin, requested nominations to the Bluefield Municipal Buildings Commission. City Manager Rideout stated this is a stand-alone commission and has the authority to borrow money. This commission has not been active since the sale of the hospital and all the commission terms have expired. There was a discussion concerning the State Code and City Code requirements for the municipal buildings commission. Director Matt Knowles recommended the nominations of Jeff Disibbio and Steve Ward be approved as members of the Bluefield Municipal Buildings Commission was unanimously approved and so ordered.

Community and Economic Development Director Jim Spencer.

City Manager Dane Rideout stated mandatory pre-bid for the Commercialization Station was May 2 at 10:00 a.m. E.L. Robinson officiated the meeting and walked the various companies through the Commercialization Station. Bids will be opened on May 23 at 2:00 p.m. at City Hall. The Board will approve the chosen contract. Construction should begin within the next thirty to sixty days.

Miscellaneous and Unfinished Business

Mayor Martin thanked the students from Bluefield High School. Mayor Martin stated the city has a very good staff and keeps the board organized. He wished the students the best in their future endeavors.

Adjournment

Mayor Martin requested a motion to adjourn. Director Matt Knowles moved the meeting be adjourned. Unanimously approved and so ordered.

Bobbi Kersey, City Clerk

Ron Martin, Mayor