

**SALEM CITY COUNCIL  
REGULAR MEETING  
JANUARY 11, 2005**

**PRESENT:** Fredette Leda, Councilwoman  
Brad Eddy, Vice Mayor  
Mary Dolly, Councilman  
Sheldon Dolly, Mayor  
Ken Yost, City Manager  
Jackie Ritter, City Recorder  
Laura Yokochi, Councilwoman

**ABSENT:** Daniel Daquilante, Councilman  
Kevin Bender, Councilman

The Salem City Council met on Tuesday January 11, 2005 for its regularly scheduled meeting. Mayor Dolly called the meeting to order at 7:08 p.m.

**1. Pledge of Allegiance and Prayer:**

Mayor Dolly opened the meeting with the Pledge of Allegiance and offered prayer.

**2. Review and Approval of Council Minutes from Regular Meetings:**

The minutes for the November 9, 2004 public hearing were reviewed. One correction was noted on page 1. Councilwoman Yokochi made a motion to approve the minutes with the noted correction. Councilwoman Leda seconded the motion. Carried 4/0. The minutes for the November 9, 2004 regular council meeting were reviewed. Corrections were noted on page 1 and 2. Councilwoman Yokochi made a motion to approve the minutes with the noted corrections. Councilwoman Leda seconded the motion. Carried 4/0. The minutes for the November 30, 2004 regular council meeting were reviewed. One correction was noted to page 1. Councilwoman Yokochi made a motion to approve the minutes with the noted correction. Councilwoman Dolly seconded the motion. Carried 4/0.

**3. Petition of Jason Bartley Executive Session:**

Mr. Bartley was not present.

**4. Petition of City Employees Personnel Issues:**

The City employees were not present.

**OLD BUSINESS**

**5. Progress Report Water System Improvements and Raw Water Impounds Dam Safety Projects:**

There was review of the response of the city to initial and final joint memorandum. Core drilling tests are completed on the Lower Dog Run Impoundment. Small Cities Block grant monies can cover the cost of this core drilling although it was not included in the original plan.

\*\*At 7:30 p.m. Councilman Eddy entered the meeting.

**6. Ethics Commission Report Property to Property Transfer:**

There was review of the Ethics Commission report on the property to property transfer done at Walnut Street. They approved of the property to property transfer.

**7. Consideration of Purchasing a Gate and Fencing for the Water Dept.:**

There was review of a bid from American Fence for \$12,845, which is higher than the previous estimate. The Mayor will check with another company. The salt spreader box was received and installed today.

**8. Consideration of Sending Representatives to Water Rights and Sales Seminar in Charleston:**

There were no councilpersons interested in attending this seminar due to the high expense of the training.

**9. General Fund Budget Request for Fiscal Year 2005-2006:**

The City Manager reports he will have a draft general fund budget ready for the Feb. 8, 2005 regular council meeting. His plans include repairs to the Cross Street Bridge and stream cleanup. Councilpersons were advised to bring ideas for the budget to the next council meeting.

\*\*At 8:00 p.m. council took a break and resumed at 8:15 p.m.

**10. Financial Reports Water, Sewer and General Funds:**

The financial reports for the general, water and sewer funds for period ending Dec. 31, 2004 were reviewed. The water fund is improving. There was discussion of the accounts receivable in the sewer fund. All bank accounts in the general fund have been changed to the new bank. All accounts are now collateralized, insured and interest bearing. This now meets auditing requirements. The paving of the Park Barn parking lot is finished and the grant is closed.

**11. City Managers Report:**

- A. There was report on a sewer line problem at the Cooper residence on Valley Street. There was review of an estimate for the repairs, \$3,295, however, the city crew can also fix for significantly less cost, \$350. The Public Works Director has been instructed to repair the line.
- B. The City Manager has given a calendar to the Public Works Director to complete a thorough review of the city to determine storm water drainage problems. A weekly report is to be given to the City Manager so that notices can be sent to customers to address their storm water drainage problems. This review will also include an inventory of houses to be reported back to the billing clerk for to update address and phone account information.
- C. There was a review of a building permit application for installation of a mobile home. This may be in conflict with the city zoning ordinance, however, the building inspector will have to review the application and investigate first.
- D. The City Manager reported he will be attending a City Managers Meeting on Jan. 20, 2005, an E-911 Mapping meeting on Jan. 18, 2005 and Jan. 17, 2005 is a city holiday. The city is currently trying demo cell phones from Nextel. The phones are not getting good reception, however, the paging system seems to work well. Other bids will also still

- E. be reviewed. These phones include GPS and can help in finding coordinates for digging water or sewer lines and tracking phone location.
- F. A City employee received a cut injury today and may be on Workers Comp. for a week or two.
- G. There was review of a letter from Marcel Malfregeot of Harrison County Schools seeking support of RUS grant funds to expand county video conferencing programs.
- H. There is no update on the Lakeview Terrace issues, six residents have requested the tanks.
- I. There was discussion of the Welcome to Salem signs and the need to remove the old signs and sign poles.
- J. DEP still has to inspect the property for sale near the sewer plant.

#### **NEW BUSINESS**

**\*\*Mr. Isreal Williams attempted to discuss a compromise regarding his law suit, he was advised to discuss with the City Attorney.**

**\*\*Councilman Eddy advised of available training by Tommy Thomas for Jan. 27, 2005 and Feb. 4, 2005.**

**\*\*There was discussion of security and maintenance of the city water tanks. The new water project will provide fencing for all the city water tanks. No trespassing signs also need installed.**

**\*\*Filing for candidacy for city office will be Jan. 10, 2005 through Feb. 5, 2005.**

**\*\*At 10:00 p.m. Councilman Eddy made a motion to move to executive session to discuss legal issues. Councilwoman Yokochi seconded the motion. Carried 5/0.**

#### **EXECUTIVE SESSION**

**12. Legal Updates Report on WV/NPDES Wastewater I & I Plan of Action and WVDEP Order No. 5269 & WVDEP Order No, 5365 Report WVDEP (WVIJDC Application), Smoke and Dye Testing, Sewer, Use Ordinance:**

**13. Demolition of Condemned Properties Report:**

**14. Lawsuit:**

**\*\*At 10:56 p.m. Councilwoman Dolly made a motion to return to regular session. Councilwoman Yokochi seconded the motion. Carried 5/0.**

**\*\*Councilman Eddy made a motion to set a city policy that if an employee uses vacation time prior to his/her anniversary date, the employee must sign a waiver agreeing to pay back the vacation time if they leave employment. Councilwoman Yokochi seconded the motion. Carried 5/0.**

**\*\*At 10:59 p.m. Councilman Eddy made a motion to adjourn. Councilwoman Leda seconded the motion. Carried 5/0.**

#### **TABLED BUSINESS**

- 1. Annexation City Owned Properties
- 2. Policy outlining Guidelines for WTP Backwash, Filter Treatment, & WTP Discharges to WWTP.

3. Policy Restricting the Addition of Water Customer above a certain elevation & distance from WTP.
4. Parking Lot Lease Agreement
5. Allegheny Power Street Lighting Agreement
6. Actions on Sponsor Grant Agreements
7. Internet Service
8. Bid Opening, Review and Award FEMA RPA George & Ross Street Repairs Water Line Stabilization.
9. Workplace Violence Policy; Public Health Security & Bioterrorism Preparedness & Response Act of 2002 Emergency Preparedness - Committee
10. Personnel Handbook and Grievance Procedures - Committee
11. Police Department Rules and Regulations Operational Manual Committee
12. Progress Report Water System Improvements and Raw Water Impounds Dam Safety Projects
13. Demolition of Condemned Properties Report
14. Lakeview Terrace Easement Changes

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Mayor

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Recorder