

**SALEM CITY COUNCIL
REGULAR MEETING
JANUARY 27, 2004**

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

ABSENT: Daniel Daquilante, Councilman

The Salem City Council met on Tuesday January 27, 2004 for its regularly scheduled meeting. Mayor Dolly called the meeting to order at 7:00 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 Meeting December 9, 2003:

The minutes for November 11, 2003 regular council meeting were reviewed. Corrections were noted on pages 2 and 3. Councilwoman Dolly made a motion to approve the minutes with the noted corrections. Councilman Nutter seconded the motion. Carried 6/0. The minutes for the January 13, 2004 regular council meeting were not available. The City Recorder advised council the minutes for the November 20, 2003 Building Appeals Board meeting are completed and available at city hall.

OLD BUSINESS

3. Progress Report Water System Improvements:

The City Manager provided copies of the Floodplain Development notice published in the paper as required as well as a notice of intent received from the PSC. A CPA has certified the Rule of 42. The CPA costs can be paid for with grant money. A right of way to the water tanks needs completed by the city attorney. Aerial pictures are being used by the HNTB engineers for design work. The cost of these pictures is also covered by grant money.

4. Lakeview Terrace Improvements:

Mr. Edinger's letter with questions regarding right of way issues will be answered by an attorney. The response is still being drafted by the attorney.

5. Sewer WVPC Cost of Service Study for Rate Increase:

The City Manager reports he spoke with Susan Brown of PSC and assured him the cost of service study will be ready by Feb. 9, 2004. There was apparently more research needed regarding industrial and commercial classes.

6. Report on WV/NPDES Wastewater I & I Plan of Action and WVDEP Order No. s 5269 and 5365, Report on WVDEP WVLIJC Application, Smoke and Dye Testing, and Sewer Use Ordinance:

There is no new information. The cost of service study is also needed for this issue.

7. Audit Receipt & Review Period Ending June 30, 2003:

The 2003 audit was finally received and the invoice was paid. A copy was provided to council members. There was review of the problems noted by the auditor. Many were the same problems as noted in previous audits regarding internal controls, segregation of duties and uncollateralized deposits. There was discussion of the banking options in the area to assist with the problem of uncollateralized deposits. Budget revisions were also not submitted in a timely matter. The City Manager is investigating financing options for street paving, investments, refinancing of old loans, and financing of a garbage truck.

8. Demolition of Condemned Properties Bid Review:

The City Manager provided a copy of the bid to be published. The City Attorney and the Building Inspector suggested changes. The Building Inspector requested all seven properties be put out for bid and there was general agreement to do so. There was discussion of the entire lien process.

9. 2004-2005 General Fund Budget Requests:

The final draft will be available to council by the Feb. 9, 2004 regular council meeting. Councilwoman Yokochi suggested the annual request for the tourism ad be placed in community or economic development as well as the dues for the Harrison County Development Authority rather than from the beautification line. There was also note of the funding request from the Fort New Salem Foundation. There were no further budget requests. The budget must be approved by March 9, 2004 and the county assessor will provide the levy information by March 3, 2004.

**At 8:30 P.M. council took a break and resumed at 8:40 P.M.

10. City Manager Report:

- A. The PSC will be at City Hall on Friday January 30, 2004 for the certificate of necessity checklist review for the water project. HNTB will attend via conference call
- B. The next Planning and Zoning Commission meeting is scheduled for Feb. 19, 2004 at 4:00 P.M. at City Hall. The next Park Board meeting is February 2, 2004 at 5:00 P.M. at City Hall.
- C. There was review of a letter of appreciation received from the Dodds regarding the Christmas street decorations.

NEW BUSINESS

11. Review and First Reading of Revision to Article III Section 6 Sub-section A of the City of Salem Zoning Ordinances:

There was discussion of the Planning and Zoning Commission recommendation to exempt off-street parking requirement for the B-1, downtown business area. There was discussion of the exact location of the B-1 Business district. Councilwoman Yokochi made a motion to approve the First Reading of the Revision of the Zoning Ordinance exemption of the off-street parking

requirement in the B-1 Business district. Councilwoman Leda seconded the motion. Carried. 6/0.
The Second Reading and Public Hearing will be Feb. 10, 2004.

EXECUTIVE SESSION

None

**The City Recorder completed the swearing in of Fredette Leda for Park Board.

**At 9:18 P.M. Councilman Eddy made a motion to adjourn. Councilwoman Dolly seconded the motion.
Carried 6/0.

TABLED BUSINESS

1. Comprehensive Plan (Council Review)
2. Police Department Rules and Regulations Operational Manual (Committee)
3. Work Place Violence Policy - (Committee)
4. The Public Health Security & Bioterrorism Preparedness 7 Response Act of 2002 (Emergency Preparedness Committee)
5. Harrison County E-911 Mapping Report (E-911)
6. Bicycle, Skate Boards, Roller Skates and Roller Blades Ordinance:
7. Annexation of City Owned Properties
8. City s Budget Digest Request

Mayor

Recorder