

**SALEM CITY COUNCIL
REGULAR MEETING
MAY11, 2004**

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

ABSENT: Daniel Daquilante, Councilman
Walter Nutter, Councilman

The Salem City Council met on Tuesday May 11, 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 City Manager Yost offered prayer.

2. Review and Approval of Council Minutes from Regular Meetings March 23, 2004, April 13, 2004 and April 27, 2004:

The minutes were not available.

OLD BUSINESS

3. Progress Report Water System Improvements:

The City Manager reports the primary dam and impoundment engineer, John James, is leaving HNTB. A new engineer will have to be trained; therefore HMTB is requesting an extension on the response letter required to DEP. Councilwoman Yokochi made a motion to deny the request for an extension. Councilwoman Leda seconded the motion. Carried 5/0.

4. HNTB Task Order #10:

The booster pump work was removed; however, the sludge removal/backwash problem will remain in the task order. The fee remained \$31,000.

5. Progress Report Water System Improvements Rule Flood Control Impounds Dam Safety Design:

The City Manager reports the City is still expected to maintain the flood control dams. The emergency response plan was completed and distributed to all emergency personnel.

6. Progress Report Water System Improvements Rule of 42 Tariff:

The City Manager reports the City Attorney is still working on the Rule of 42 Tariff. Further detailed information was provided to the attorney.

7. FEMA RPA Ross and George Street Repairs Water Line Stabilization:

The City Manager reports on approval of a FEMA grant for \$65,000 for repair of George and Ross Street to hopefully include engineering costs.

8. Law Enforcement Block Grant:

There was review and discussion of the vehicle options, \$5,600 will be needed from the City to match the grant. Councilwoman Yokochi made a motion to approve the purchase of the Crown Victoria for \$20,370. Councilwoman Dolly seconded the motion. Carried 5/0.

**At 8:15 p.m. council took a break and resumed at 8:45 p.m.

9. Quarterly Budget Review March 31, 2004 Water, Sewer and General Funds Monthly Financial Statements Water, Sewer and General Funds:

- A. Water There was review and discussion of the water fund financial statements for period ending March 31, 2004. There was discussion of the water loss chart and some improvement was noted.
- B. Sewer There was review and discussion of the sewer fund financial statements for period ending March 31, 2004. Debt service is 5 months behind. The City Manager is working on the letter to go out to customers regarding the sewer rate increase.
- C. General There was review and discussion of the general fund financial statements for period ending March 31, 2004. Some computer billing problems continue. There was discussion of the parking meter problems and associated concerns.

10. City Managers Report :

- A. The City Manager reports on Source Water Awareness Symposiums sponsored by the WV Bureau for Public Health and provided information to each council member.
- B. A Memo from the Board of Risk and Insurance Management was provided reporting and increase in the deductibles.
- C. Harrison County Parks and Recreation will be having a summer day program at the Park and Barn. Work has started on the pool to get ready for opening. There are currently 6 lifeguards hired. There is no progress on the grant for the improved parking lot area at the Barn. The Mayor will follow up on the status of this grant.
- D. The Asbestos bids are still being reviewed by the City Attorney for approval.
- E. The City Manager has been unable to serve the condemnation notice to the Print Shop property owner and has also been unable to send the letters to the Lakeview Terrace water customers affected by the PSC order.

NEW BUSINESS

**Councilwoman Yokochi questioned if the UDAG money could be used for the downtown historical lighting project. General consensus agreed this would be within the scope of the grant. It cannot, however, be used for paving of small streets. The street beside the tobacco Shop is not a city owed street.

11. Consideration of Phone Master Automated Communications System:

The City Manager provided an estimate for a new phone system in the city offices. No action taken at this time.

12. Memorandum Board of Risk & Insurance Management:

This item was addressed under the City Managers report.

13. Zoning Appeals Board:

There was review of a variance request from a citizen. The Zoning Appeals Board is also incomplete, new members are needed.

**Councilman Eddy requested update on the Church request to purchase city property near the sewer plant. The City Manager is still checking on the EPA guidelines and need council to set a minimum sale price.

**Councilwoman Dolly reported on the Chamber of Commerce Subcommittee who expressed their appreciation to the city and the Mayor for the cleaning and painting done in the downtown area for the Mothers Day Celebration. The committee would like to see concerts in the downtown area.

**Councilwoman Leda requested update on status of Park Board meetings. New members are also needed for this board.

**At 10:20 p.m. Councilman Eddy made a motion to move to Executive Session to discuss legal issues. Councilwoman Leda seconded the motion. Carried 5/0.

EXECUTIVE SESSION

14. Legal Issues:

**At 11:00 p.m. Councilwoman Dolly made a motion to return to regular session. Councilwoman Yokochi seconded the motion. Carried 5/0.

**At 11:01 p.m. Councilman Eddy made a motion to adjourn. Councilwoman Leda seconded the motion. Carried 5/0.

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 & 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. Policy Outlining Guidelines for WTP Backwash, Filter Treatment & WTP Discharges to WWTP
9. Policy Restricting the addition of water customers above certain elevation and distance from WTP
10. 2004-2005 Budget Digest Grant Request Report
11. Demolition of condemned Properties Bid Review
12. Review of An Ordinance to Amend Sewer Rates for the City of Salem
13. Lakeview Terrace Improvements
14. Report on WV/NPDES Wastewater I & I Plan of Action and WVDEP Order No. 5269 and WVDEP Order No. 5365 Report WVDEP (WV IJDC Application) Smoke & Dye Testing Sewer Use Ordinance Review (Data)

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Mayor

Recorder