

# MORGANTOWN TOWN COUNCIL MEETING MINUTES

HELD DECEMBER 28, 2023

## **Attendance**

The meeting was called to order by Council President, Courtney Allen. The Clerk Treasurer noted Council members; Joe Blevins, Jeremy Baker and Council President, Courtney Allen were present. Absent was Council member; Penny Anderson. Also, in attendance were; Town Marshal, Ryan Swank, DPW, Kyle Rooks, Town Attorney, Lee Robbins, and Clerk Treasurer, Sharon McIntosh.

## **Public Hearing Additional Appropriation**

Town Attorney, Lee Robbins opened the Public Hearing for the Additional Appropriation of \$30,000.00 to the General Fund.

A Public comment was made by Paula Smith in a question asking why the Clerk Treasurer waited till the last moment to do the additional appropriation. Paula explained that the Clerk should have known in October that the General Fund was going to be short. The Clerk Treasurer said that she was not answering any questions. Paula had received the records she had asked for.

Town Attorney, Lee Robbins said that the Clerk Treasurer had contacted him earlier about doing an additional appropriation but there was not enough time to advertise a special hearing before the December 11, 2023 Council meeting. Town Attorney, Lee Robbins said it not unusual for a Town to have to transfers or additional appropriations at the year of the year.

The Public Hearing was closed.

Council member, Penny Anderson comes into the meeting at 6:15 p.m.

Council member, Joe Blevins made a motion to approve the Additional Appropriation. Council member, Jeremy Baker seconded the motion. Courtney Allen, Joe Blevins and Jeremy Baker vote yes for the Additional Appropriation of \$30,000.00. Council member, Penny Anderson voted no. Motion passed 3 to 1.

## **Approval of End of Year Claims**

Council member, Joe Blevins made a motion to approve all end of year Claims presented by the Clerk Treasurer for a total of \$10,384.02. List of approved claims are attached to the minutes.

### **ARP Funds to Purchase Additional Water Meters**

The DPW has installed all the meters that were purchased several months ago using ARP Funds. The meters in Town are over 10 years old and continually need to be replaced. The Town must have accurate and working meters to run the Utility Business. Council member, Joe Blevins made a motion to approve the purchase of new water meters totaling \$6,658.00 from the ARP Fund. Council member, Penny Anderson seconded the motion. All members voted in favor of the motion. The ARP balance before the meters is purchased is \$14,105.44.

### **Morgantown Fire Department Fire Territory**

Clinton Chapman with the Morgantown Fire Department provided information to the Town Council about the progress that the Fire Department is making in working towards their goal of creating a Fire Territory. Clinton Chapman said the Fire Department will need to advertise for 3 Public Hearings for the issue. At each Public Hearing there would need to be 3 Town Council members in attendance. Finally at the last meeting the Council would be voting on whether to approve the creation of a Fire Territory. Clinton said the Fire Department would need the Town's contract with the Town in 2024 but hopefully in 2025 the Territory would be approved and the money to run the Territory would coming from the tax papers through the June and December property tax settlement.

### **Salary Ordinance 2023-7**

Town Attorney, Lee Robbins presented the Salary Ordinance, 2023-7 to the Council for approval. No elected officials would be receiving an increase. There would be a new position created the, Utility Billing Supervisor which the office of Clerk Treasurer may serve as a utility billing supervisor and receive the compensation authorized for that position in consideration for services that are preformed for the Town which; are not governmental in nature, are connected to the operation of the Town's utilities, and paid for from utility revenues. Compensation approved for or paid to the person holding the office of Clerk Treasurer, in consideration for services performed as utility billing supervisor, shall not be considered compensation of the Clerk Treasurer per the Salary Ordinance 2023-7. Council member, Joe Blevins made a motion to approve the Salary Ordinance, 2023-7. Council President, Courtney Allen, seconded the motion. Council member, Joe Blevins, Jeremy Baker and Council President, Courtney Allen voted yes. Council member, Penny Anderson voted no. The Salary Ordinance will have a second reading at the next Town Council meeting. There was not a unanimous consent of the four (4) Town Council members present on the 28<sup>th</sup> day of December.

A Public comment was made by Paula Smith in a question asking if there was a job description for the Deputy Clerk. The Clerk Treasurer said a job description was created when hiring the person for the position.

There was discussion about having a special meeting on Tuesday, January 2 to elect the Town Council President and approved the 2023-7 Salary Ordinance. A meeting date was tentatively set for January 2, at 6:00 p.m.

The meeting was adjourned by the Town Council, President Courtney Allen.

**CLAIMS PRESENTED AT THE DECEMBER 28, 2023 END OF YEAR MEETING**

The following Claims need approval to pay by the Town Council;

CARGILL	\$2,367.65
HADWELL HARDWARE	\$22.99
HONEY CREEK AUTO PARTS	\$85.94
	\$13.79
	\$42.99
	\$107.88
	\$14.21
LARRY CLAYTON	\$20.00
LOCAL GOVERNMENT SERVICES	\$4,148.55
UTILITY SUPPLY	\$395.02
LEE ROBBINS	\$3,165.00
<b>TOTAL OF CLAIMS</b>	<b>\$10,384.02</b>

Council Special Meeting Minutes of December 28, 2023, signed January 8, 2024

ATTEST:

Sharon McIntosh

CLERK TREASURER, SHARON MCINTOSH

1/8/24

Dated

Jac Blum

TOWN COUNCIL PRESIDENT, COURTNEY ALLEN

Jac Blum