

**GLEN DALE CITY COUNCIL MINUTES**  
*March 11, 2024*

Glen Dale City Council met in regular session on Monday, March 11th, 2024, at 6:00pm in the City Council Chambers of the Glen Dale City Building. Those in Attendance were Mayor Scott, Recorder Richmond, Councilors Anderson, Cook, English and Zinn. Also present were Chief of Police Vogler, City Clerk Rentfrow, City Attorney Potts, City Accountant Abraham. Absent were Councilor Cunningham, Street Commissioner Caldwell, and Water Superintendent Orlofske.

The minutes of the Monday, February 26<sup>th</sup>, 2024 City Council meeting were presented to council for review prior to the meeting. Motion by Councilor Zinn and seconded by Councilor English to accept the minutes as presented  
Vote: Unanimous

**General public comment forum** – Mayor Scott gave those in attendance the opportunity to speak up to five minutes per person.

None

**Reports from committees** – Mayor Scott requested reports from committees

Finance - City Accountant Michael Abraham presented the financial reports of all city accounts giving an overall view of current financial situation. Motion was made by Councilor Cook and was seconded by Councilor Anderson to accept the financial report and statements as presented. Vote: Unanimous

Mayor Scott advised that City CPA Abraham, and Councilor Cook has met and they went over the procedures and has sent informational packets to four different CPA firms to see if they are interested in bidding to perform the city audits for years 2019 up to year 2023 for the city. Once this information is received back, then this committee will meet to do the required scoring to select a firm to do the city audits in the future and report back to council.

Traffic Commission – Chief Vogler reported one of the city police cars was involved in an incident where a deer collided with the cruiser causing damage to the car. Due to the estimated amount of damage, the Mayor advised the Chief to turn the information to the city clerk's office to start an insurance claim.

Parks and Recreation – Mayor Scott advised council that help wanted postings for summer help lifeguards and concession stand workers have been submitted to the local Echo newspaper and has been placed in the Green Tab.

Legal – City Attorney Potts has submitted a letter on behalf of the city to the law firm that is handling the PFAS class action lawsuit and is requesting an alternative agreement but no response has been received yet.

Motion was made by Councilor English and was seconded by Councilor Anderson to accept all the committee reports as presented.  
Vote: Unanimous

**Unfinished business –**

City Attorney Potts advised city council he has reviewed the City of Glen Dale and other local municipalities' city license fees with the assistance from the city clerk. A proposed presentation was given to city council in reference to a new structure to the city license fee for the City of Glen Dale. City Attorney Potts requested to place this information about this new updated city license fees in the local newspaper. Motion was made by Councilor Anderson and was seconded by Councilor Cook to accept the proposal as the new City of Glen Dale City license fees as presented.  
Vote: Unanimous

Mayor Scott called upon City Attorney Potts to read proposed repealing of the ordinance by title for the second reading.

**“REPEALING AN ORDINANCE OF THE CITY OF GLEN DALE, WEST VIRGINIA,  
ARTICLE 705.23 PRORATING of the BUSINESS AND TAXATION CODE**

A motion was made by Councilor Zinn and was seconded by Councilor Cook to repeal ordinance 705.23 as presented for its second and final reading. The ordinance will be repealed effective upon its passage.

Vote: Unanimous

Mayor Scott called upon City Attorney Potts to read proposed amendment to Article 709.02 to 709.34 by title for the first reading.

**“REPEALING AND REPLACING AN ORDINANCE OF THE CITY OF GLEN DALE, WEST VIRGINIA,  
ARTICLE 709.02 through ARTICLE 709.35  
LICENSE SCHEDULE AND FEES of the BUSINESS AND TAXATION CODE**

A motion was made by Councilor Cook and was seconded by Councilor Zinn to repeal and replace ordinances 709.02 through 709.35 as presented for its first reading. . A Roll Call vote was requested. Councilor Anderson – Yes, Councilor Cook – Yes, Councilor English – Yes, and Councilor Zinn – Yes.

Vote: Unanimous

***New business –***

Motion was made by Councilor Zinn and was seconded by Councilor English to purchase a new Club Cadet Ultima Series ZTXS Zero-Turn Mower from Kennedy Hardware of Wheeling for the sum of Six Thousand One Hundred Fifty Seven Dollars and 47 cents (\$6,157.47) as requested by the Street Commissioner Caldwell. Vote: Unanimous

***Under Mayor’s items –*** Mayor Scott advised the following to city council

The Marshall County Assessor’s Office will be hand delivering the assessment values tomorrow and if the rate is below 12.5% the Mayor will be requesting a public hearing due to the of possibility of loss revenues to the city.

In mid-May this year street paving projects should begin.

The new City Employee handbooks should be received and ready for council to review by March 25<sup>th</sup>.

A meeting was held with management of WVU Reynolds Memorial Hospital over security concerns, and the hospital is in process of addressing the situation.

***Under Council items –***

Councilor English received a complaint about a resident whose tree leaves was blocking a drain, causing blockages on other private property. The city attorney advised this is a civil matter.

Councilor Cook was advised of a residential home that is being used as a business in a residential zone area. This information will be given to the police department and city attorney.

Recorder Richmond requested signs to be placed in the city to warn drivers of certain diesel commercial vehicles that compression release engine brake mechanism (Jake Brakes) use is prohibited within the city limits, after several complaints has been received from city residents.

Motion for adjournment was made by Councilman Anderson and seconded by Councilman English.

Vote: Unanimous

Meeting was adjourned at 7:15pm.

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Janet Scott, Mayor

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Lewis E. Richmond, City Recorder