

***GLEN DALE CITY COUNCIL MINUTES***  
***March 25, 2024***

Glen Dale City Council met in regular session on Monday, March 25th, 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, Cunningham, English and Zinn. Also present were Chief of Police Vogler, City Clerk Rentfrow, City Attorney Potts, City Accountant Abraham, Street Commissioner Caldwell, and Water Superintendent Orlofske.

The minutes of the Monday, March 11<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.

Russ Niehaus 308 First Street wanted to know the status of a property located at 30 Baltimore Ave being used as a business office in a residential zoned area. City Attorney Potts stated if 30 Baltimore Avenue is being used as a business it would be in violation of the city zoning ordinance since no legal variance has been granted for this residential property.

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

Fire Department - Recorder Richmond gave a report to city council on the success of the Glen Dale Volunteer Fire Department Annual Steak Fry which was recently held on March 23<sup>rd</sup> and thanked the community and local businesses for their continued support. Councilor Anderson advised he has concerns after receiving a complaint from a resident about the number of EMS ambulance calls being turned over to another agency due to the lack of response.

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 Zinn and was seconded by Councilor English to accept the financial report and statements as presented. Vote: Unanimous

Water and Sanitary - Sanitary Board member Russ Niehaus expressed his concerns with the roof conditions at the sanitary pump station.

Historical - City Attorney Potts advised council about that he has talked with Nila of the Marshall County Historical Society and the historical society would like the city get more involved with the Cockayne farm and they would like to be part of the City's 100<sup>th</sup> year anniversary celebration.

Legal - City Attorney Potts discussed the handling of the PFAS class action lawsuit and the requesting of an alternative agreement.

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

***Unfinished Business*** –

Mayor Scott called upon City Attorney Potts to read and explain the proposed repealing of ordinance s Article 709.02 to 709.34 by title for the second and final reading.

**REPEALING AN ORDINANCE OF THE CITY OF GLEN DALE, WEST VIRGINIA,  
ARTICLE 709.02 through ARTICLE 709.34  
LICENSE SCHEDULE AND FEES of the BUSINESS AND TAXATION CODE**

A motion was made by Councilor Anderson and was seconded by Councilor Cook to repeal ordinances 709.02 through 709.34 as presented for its second and final reading.

The ordinance will be repealed effective upon its passage.

A Roll Call vote was requested. Councilor Anderson – Yes, Councilor Cook – Yes, Councilor Cunningham – Yes, Councilor English – Yes, and Councilor Zinn – Yes.

Vote: Unanimous

Mayor Scott called upon City Attorney Potts to read and explain the proposed new ordinance 709.02 by title for the second and final reading.

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

A motion was made by Councilor Cunningham and was seconded by Councilor English to adopt the ordinance 709.02 as presented for its second and final reading.

The ordinance will be effective upon its passage.

A Roll Call vote was requested. Councilor Anderson – Yes, Councilor Cook – Yes, Councilor Cunningham – Yes, Councilor English – Yes, and Councilor Zinn – Yes.

Vote: Unanimous

***New Business –***

Motion was made by Councilor Cook and was seconded by Councilor Zinn to approve the City of Glen Dale Employee Policy Handbook as presented. Vote: Unanimous

After a general discussion was held, a motion to table the hiring of a part time building inspector was made by Councilor English and was seconded by Councilor Cook. Vote: Unanimous

Discussion was held by city council along with Street Commissioner Caldwell whom requested to hire a part time seasonal street/sanitation employee. Motion was made by Councilor Anderson and was seconded by Councilor Cunningham to accept the request and advertized for a part time seasonal street/sanitation employee. Vote: Unanimous

Motion was made by Councilor Anderson and was seconded by Councilor Zinn to permit the Ohio Valley Soap Box Derby on Saturday June 1, 2024 to close and use the city street of Fourth Street between Jefferson Avenue and Wheeling Avenue to conduct the annual derby. The Ohio Valley Soap Box Derby will provide all the safety for participates and spectators. Vote: Unanimous

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

Mayor Scott stated that she has talked with the management at WVU Reynolds Memorial Hospital. The hospital is in process of hiring a new Chief of Security and after the current project is completed at the hospital that no other phases have been scheduled.

Mayor Scott advised council that July 6<sup>th</sup> the city park complex has been reserved for the 100<sup>th</sup> year city anniversary celebration.

***Under Council items*** –

Councilor English asked that the city attorney follow-up on the property belonging to the city, in which Highline-Warren is currently parking trailers on without permission.

Councilor Cook stated that as of now he has been informed that one CPA Audit firm has shown interest in doing the city's upcoming audits.

***Executive Session*** –

Motion was made by Councilor Cunningham and 2<sup>nd</sup> by Councilor Cook for an executive session for personnel matter at 7:42pm.

Vote: Unanimous

Motion was made by Councilor Anderson and 2<sup>nd</sup> by Councilor Cook to come out of executive session at 8:02pm.

Vote: Unanimous

Mayor Scott announced that neither any decision nor any votes were made during the executive session.

Mayor Scott advised members of city council that a meeting with the department heads will be held on Wednesday, April 3<sup>rd</sup> in the city council chambers at 5:30pm to present them with the new City of Glen Dale Employee Policy Handbook.

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

Vote: Unanimous

Meeting was adjourned at 8:05pm.

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Janet Scott, Mayor

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Lewis E. Richmond, City Recorder

