**M I N U T E S**

City of Pleasant Valley

**Tuesday, October 20, 2020**

**WORK SESSION/COUNCIL MEETING**

**Council Work Session – Posted Agenda**

* Executive session – city contract review; other city services/business partners
* Ordinance review
* 911 addressing process(ing)
* Boards, commissions, committees – status review
* Drainage, flooding, and other road work – status review
* City office procedures – processing and process updates; needs; equipment; new initiatives
* Holiday preparation, city events – planning

**Council Meeting – Posted Agenda**

* Opening Remarks
* Pledge of Allegiance
* Call to Order
* Roll Call
* Review &Approval of Minutes
	+ September 8, 2020 – Work Session
	+ September 20, 2020 – Council Meeting
* Financial Report – September 2020
* VVFD Report

**Council Business Review**

* Building Commission *Emily Haddix*
* Fall City Clean-Up Event / Smallwood Sanitation Bid *Emily Haddix*
* Recreational Complex - Update *Chip Phillips*
* City Athletic Fields - Enhancements and Maintenance *Emily Haddix*
* Road Improvements - Update *Chip Phillips*
* Annexation - Update *John Funkhouser*
* Drainage, Flooding, and Other Road Work *Emily Haddix*
* Code Enforcement Report *John Miller*
* Council Comments
* Citizen Concerns
* Adjournment

*\* Next Work Session is at 6:00 pm Tuesday, November 17, 2020; regular Council Meeting at 7:00 pm*

**OCTOBER 20, 2020 – WORK SESSION MINUTES**

**Opening Remarks:** At 5:35 pm, Mayor Emily Haddix, welcomed Council and community to the City of Pleasant Valley October Work Session and read Work Session agenda as posted. Mayor Haddix requested a motion for Executive Session; Mike Walls motioned; Erin Henderson seconded. Mayor Haddix called the Work Session to open order at 6:30 pm.

* Council member Ed Aberegg reiterated a reminder of the city’s broad authority for basic road maintenance.
* Council member Gary Timms was absent, but proposed an initiative for a general review and potential update of all current city ordinances in a planned systematic process, with an aggressive initiative to try to look at from one to three each month for review, discussion, and potential updates as appropriate. Noting that anyone (citizens included) can propose amendments, but that final attorney review/opinion will be required as part of each update. Mayor Haddix proposed that with the November meeting each Council member should review ordinances one, two, and three and come prepared with notes for discussion. Council all agreed to support the initiative and participate in the effort.
* Mayor Haddix and City Clerk Sherry Roof reported working with Marion County, Dept. of Homeland Security/Addressing to help coordinate city addressing processes. This is a work in progress.
* Boards and commission status – Mayor Haddix announced that we are still looking for volunteers and/or nominations for citizen representation to fill spots on the new City of Pleasant Valley Building Commission. Council discussed rules for participation and some possible ideas for nominations and/or interest. Related experience is desirable; City of Pleasant Valley residency is required.
* Council member Chip Phillips discussed ongoing drainage issues in Laurel Lane area and announced that Earle Construction will put together a recommendation and bid to address issues. Council Phillips updated on the Serene Drive issues, announcing that State will not, in fact, allow us (the City of Pleasant Valley) to make changes/repairs to the extent previously proposed. Update on the Brick hill Road is that Earle Construction did make some minor repairs and that drainage performance should be improved. Council Chuck Ledsome requested that we take initiative in seeking out a regular partnership with the State of WV Dept. of Highways for additional and regular cutting, weed control, and maintenance to our most recurring troubled areas. Council Aberegg suggested considering a private contractor to help if State is unavailable.
* Mayor Haddix updated about several upcoming citywide events, detailing plans for Halloween and Christmas events, with some new innovative activities planned respecting current pandemic issues and social distancing requirements as a continuing priority for the health and safety of our community.
* Mayor Haddix adjourned Work Session at 7:00 in a move to start regular Council Meeting.

**OCTOBER 20, 2020 - COUNCIL MEETING MINUTES**

**Opening Remarks:** At 7:05 pm, Mayor Emily Haddix, welcomed Council and community to the City of Pleasant Valley September Council Meeting and provided a reading (overview) and presentation of the agenda as posted.

**Pledge of Allegiance:** Led by Mayor Haddix.

**Call to Order:** Mayor Haddix called meeting to official order.

**Roll Call:** Council members present - Ed Aberegg; Emily Haddix; Erin Henderson; Chuck Ledsome; Chip Phillips; and, Mike Walls. City Attorney, John Funkhouser and City Clerk, Sherry Roof both also present. Absent: Council Member Gary Timms; VVFD Chief, Dave Shields; Code Enforcement Officer, John Miller.

**Review and Approval of Minutes:** Minutes from September 8, 2020 Work Session and September 20, 2020 Council Meeting were presented by Mayor Haddix, reviewed by all and approved with one small correction to Work Session minutes noted. Mayor Haddix requested motion to approve.

* ***Mike Walls motioned to approve both minutes as presented; Chip Phillips seconded; all approved.***

**Financial Report:** August 2020 City of Pleasant Valley Financial Report was presented by Mayor Haddix, reviewed by all and approved as drafted. Mayor Haddix requested motion to approve.

* ***Erin Henderson motioned to approve as presented; Ed Aberegg seconded; all approved.***

**VVFD (Valley Volunteer Fire Department) Report:** Absent; no report provided.

**Council Business Review:**

**County Sheriff – Overview of Services and General Protocols**

* Council invited Marion County Sheriff, Jimmy Riffle to provide an overview of services and discuss any current trends and initiatives that might be important to the City of Pleasant Valley community. Sheriff Riffle clarified they are here to serve our community and work in coordination and combination as necessary with White Hall and Fairmont Police Departments as well as the State. After some discussion with community and Council, greatest current safety concerns in our community are probably traffic (speeding in particular), unlawful operation of off-road vehicles, petty theft, and drug activity. They have a protocol established for regular/routine monitoring, including such basics as instructing officers to take the back roads whenever traveling to/from the county courthouse to be more visible to communities they serve. Mayor Haddix passed along some questions from the community regarding “safe zones” for various purposes, such as buy/selling personal items between strangers. Sheriff Riffle said there are not currently any established locations within Marion County, but if we were to decide to host a spot here in Pleasant Valley, we should notify his department. They will work with us on some basic ideas to help make it a safer for meetings, such as the potential to install a 911 pull-box, etc.

**Building Commission**

* Mayor Haddix reiterated news about the formation of a new city Building Commission. The Building Commission would be another resource and citizen input tool helping to review and manage key building (growth) initiatives. Mayor Haddix and Council are seeking appointee recommendations and community volunteers. Related experience is desirable, but not required; city residency is required. Applications may be obtained from City Clerk at304-363-2400; cityclerkpvalley@gmail.com; or get a paper copy at the city municipal building between 10 am – 2 pm Monday thru Friday, 2340 Kingmont Rd.

**Fall City Clean-up Event/Smallwood Sanitation Bid**

* Council heard many positive comments from their communities regarding services of our local Smallwood Sanitation who were contracted to perform the citywide curbside fall cleanup event. By making just a few tweaks, they expanded the one-day event into a weeklong effort that for the most part was well executed, cost effective, and successful in helping to do a large-scale cleanup of our city. Some lessons that could help for future events are: earlier and additional advertising to our community and instead of trying to make it just a one-day, maybe focus on our various communities one day at a time (i.e., Millersville pickup on Monday, Kingmont on Tuesday, etc.). Citizens also appreciated the special ‘metal only’ drop-off option made possible by offering temporary dumpster in the city municipal building lower parking lot during the week of the cleanup event. Mayor Haddix recommended continuing discussions of working to develop a regular communitywide curbside recycling program.

**Recreational Complex – Update**

* Chip Phillips reiterated that Stickley’s holds the contract for the new basketball court and as part of the continuing complex enhancement project, they have also agreed to finish paving the walking trail as part of the contract and that both will be completed before the snow flies.

**City Athletic Fields – Current Projects and New Initiatives**

* Council members provided an update as to work being done and new initiatives for maintenance and enhancements to the existing athletic fields. Key current projects are field improvements, to include conditioning soil, and additional fencing.

**Annexation – Update**

* Attorney John Funkhouser reported that the cinderblock pump house building is being discussed as well as a sixteen-lot community off Tulip Lane, which has a long-term potential to reach sixty.

**Road Improvements, Drainage, Flooding, and Other Road Work – Update**

* Council members Chip Phillips and Chuck Ledsome reported the State has look at, but does not recommend any changes right now to Serene Drive area where drainage issues have been reported. Chuck Ledsome suggested we get some bids and recommendations to consider options we may have as a city.
* Council Mike Walls reported Brick Hill Road and Pump Hill Station have both been worked on and complete.

**Ordinance Review**

* Council Gary Timms was not in attendance but proposed Council engage in a new initiative to systematically perform a general review of all city ordinances. Mayor Haddix and multiple Council members enthusiastically support the idea. The planned approach is to attempt to review one to three ordinances and be ready to discuss monthly.

**911 Addressing Process(ing)**

* Council agreed to table this discussion until Council Gary Timms is available.

**Boards, Commissions, Committees**

* Mayor Haddix announced the city is still looking for volunteers and/or nominations for citizen representation to fill spots on the brand new City of Pleasant Valley Building Commission. Related experience is desirable; City of Pleasant Valley residency is required. Any citizen interested should contact a Council member or the City Clerk.

**Holiday Preparations, City Events - Planning**

* Mayor Haddix reiterated the city has announced a planned time for traditional trick-or-treating, with reminders for social distancing and a mindfulness of related pandemic precautions. The Mayor also announced a new, first annual trick-or-trunk event to be held right here in the city municipal parking lot. Citizens interested in decorating their cars, dressing up, etc. and making it a trick-or-treat event from the back of their car should contact the City Clerk or Mayor for a reservation as spots are limited. Families are invited to bring their little ones to the city event for fun and a safe community event.
* The Ladies Auxiliary will also be hosting a pumpkin-carving contest to be held this year at the city municipal building in conjunction with the trunk-or-treat event and with prizes for best pumpkins by citizen vote.
* Council discussed city area winter holiday decorating strategy planned to begin on or around November 13th, but help is still needed to make it happen. Council to contact previous volunteers and seek new.
* Mayor Haddix announced plans for the traditional city tree lighting ceremony coming up in November if social distancing measures are followed, and tree will be put up November 28theven if the public ceremony is limited due to the ongoing pandemic. Moreover, other potential new holiday event ideas are being discussed. In addition, the outdoor (socially distanced) Pleasant Valley Holiday Market and Craft Fair are still going on each weekend through the first weekend in December.

**Code Enforcement Report**

* John Miller, City of Pleasant Valley Code Enforcement officer was unable to attend. Mayor Haddix spoke of several issues and projects that Mr. Miller is continuing to address.

**Council Comments**

* Mayor Haddix passed along a very positive wrap-up regarding the recent food and clothing drive, sponsored in part by the city, by thanking everyone involved - those who volunteered and donated many wonderful and much needed items. The effort was an overwhelming success in being able to provide many area families with some simple basic food and clothing needs. Conclusion was that the overwhelming response shows us that we still have more need out there. We look forward to working together as a community to help each other.
* Mayor Haddix proposed the idea of establishing a “blessings box” exchange to be coordinated as a drop-off/pick-up spot at the city municipal building. Several Council and citizen attendees seconded the idea. Mayor Haddix noted that we would work to move forward in establishing a program. The city will take the lead in seeking out design ideas and input from citizens who might like to volunteer in getting the exchange program up and running. Mayor Haddix also announces plans for a “little free library” exchange box planned for just outside the Kingmont Community Building.
* Council also wanted to remind and mention that there is continuing work on areas of sidewalk expansion.

**Citizen Concerns**

* Some Council brought up the fact there has been several community complaints over unlawful use of ATV’s and dirt bikes on neighborhood streets, especially after dark. However, this is something the Sheriff’s Office has been made aware of and anyone seeing a problem should continue to report to them.
* Council also reported knowledge of some lights being burned out under state highway overpasses and suggested that anyone with knowledge of these kinds of issues should contact the State Highways Department directly.
* Council discussed the city probably needs to do a better job with signage and advertising special events and announcements, such as for the bi-annual city-wide clean-up event. A number of ideas are in the works for better communications.
* Council also mentioned that we know of several street signs down in the area to which the city has ordered replacements. Citizens can contact the City Clerk with complaints and issues.
* Mayor Haddix suggested that citizens should feel free to email questions, concerns, etc. anytime to the general email for City of Pleasant Valley at cityofpvalley@aol.com and/or to the City Clerk at cityclerkpvalley@gmail.com. We will also respond by anyone making direct inquiries to our website at: [www.cityofpleasantvalley.com](http://www.cityofpleasantvalley.com) and we have two very active Facebook pages; there is the official city Facebook site and our greater community page.
* No other citizen business.

**Other Business:** None.

**Adjournment:** At7:45 pm, Mayor Haddix called for motion to adjourn; Chuck Ledsome made the motion; Mike Walls seconded. Mayor Haddix closed the meeting by thanking everyone and reminding citizens to look forward to upcoming city events and a promise good things happening within and for our community.

**Next Council Work Session/Council Meeting:** Tuesday, October 20, 2020 – Beginning at 5:30 pm for Work Session/7:00 pm Council Meeting.