**M I N U T E S**

City of Pleasant Valley

**Tuesday, November 17, 2020**

**WORK SESSION/COUNCIL MEETING**

**Council Work Session – Posted Agenda**

* Ordinance review – reports, discussion (this month – focus and review on Ordinances 3 and 4)
* Gravel roads inventorying initiative – status review
* City grants management – citizen ideas/input; special committee
* Boards, commissions, committees – status review
* 911 Addressing process(ing) – training/help
* City Clerk Office – announcements, initiatives, updates
* Road work – status review
* Snow removal plan – status review
* Visitor center – discussion
* Special events – review, planning

**Council Meeting – Posted Agenda**

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

**Council Business Review**

* Ordinance Review – Announcing New Initiative for Systematic Review *Gary Timms*
* Gravel Roads Inventorying Initiative – Status *Emily Haddix*
* City Grants Management – Status; updates; announcements; citizen input *Emily Haddix*
* Soliciting Members to New Building Commission – Status *Emily Haddix*
* Recreational Complex – Update *Chip Phillips*
* Sidewalk Projects – Update *Emily Haddix*
* Road Projects – Update *Chip Phillips*
* Snow Removal Plan – Update *Emily Haddix*
* Special Events – Review, Planning, Announcements *Emily Haddix*
* Code Enforcement Report *John Miller*
* Council Comments
* Citizen Concerns
* Adjournment

***Please practice social distancing and wear a mask if attending in person.***

*Next Work Session is at 6:00 pm Tuesday, December 8, 2020*

*Next regular Council Meeting is at 7:00 pm Tuesday, December 15, 2020*

**November 17, 2020 – WORK SESSION MINUTES**

**Opening Remarks:** At 6:09 pm, Mayor Emily Haddix, welcomed Council and community to the City of Pleasant Valley November Work Session and read Work Session agenda as posted.

* Ordinance review – Ordinance #3/Business License. Council reviewed and did not recommend any changes, except to try to work with the Secretary of State for WV in trying to identify and maintain a list of approved/actively licensed businesses within our city limits and work towards creating and maintaining a directory. Council also reviewed Ordinance #4/Public Nudity and after some discussion agreed, it does not appear to provide any real jurisdictional authority to our city and instead all such issues are regulated by varying State laws and lawfulness. Conclusion is to take an official vote during Council Meeting with an expectation to repeal current ordinance in its entirety.
* Gravel roads inventorying initiative – Ed Aberegg introduced special community guest Chad Nuzum to participate in a discussion regarding a private/public road abandonment/development issues, requesting some details on topic with a general discussion regarding abilities versus limitations over municipal authority to acquire and/or sell right of way for private and/or public access. Attorney John Funkhouser will be doing some research and reporting. A comment related to this discussion was more of a reminder that the City of Pleasant Valley holds the lowest property tax rates of any community in the State of WV and as such, questions such as this may be ongoing as interest in development continues. Another point to reiterate, 100 percent of the State’s Privilege Tax revenue goes directly back into roads funding. Each Councilperson reported on their individual progress specific to the gravel roads to paying initiative with Benton’s Ferry reporting their work as complete. Gary Timms reported that several community members have asked for clarification on how prioritization has worked in the past and if plans are developing yet as to how to handle this new city-wide initiative. Council has asked for clarification and guidance for themselves and community regarding formal easement standards and requirements. Questions also arose regarding the handling of “orphaned” roads, with some clarification as to the term itself, meaning simply, these are roads to which no current and dedicated funding source has been associated with a particular roadway. Mayor Haddix concluded that once a plan is developed for prioritization, this plan would be shared with the public and will be developed in such as way as to be reasonably attainable and sustainable.
* Grants management – For the current Parks & Recreation grant, we have proposed park benches for along our newly finished walking trail, some additional fencing, and a park gazebo. Discussion included a reminder of the already approved $10,000 budget for new aluminum spectator benches for around athletic fields that would also bring seating in compliance with current code standards. Chip Phillips also reminded that we have an order for soil conditioning products, and that too is a budgeted area, rather relating to any current grants request. Gary Timms is going to do some research regarding lighting issues around the city municipal building with a potential need for some fixes and code updates; again, not a grants issue, but rather will be covered under the general business operations budget.
* Boards, commissions, committees – We have potentially reached enough applicants to implement a formal new city Building Commission.
* 911 Addressing – We are actively working to resolve some addressing issues associated with multi-unit apartment building on Deepwoods Lane in Kingmont for which our Code Enforcement Officer, John Miller, will be taking the lead.
* City Clerk Office – We are actively working to update, expand, and redesign the city’s official website at [www.cityofpleasantvalley.com](http://www.cityofpleasantvalley.com). Council and community are encouraged to watch the progress and make suggestions for new content, fixes, etc. Council and staff need to submit their financial institution routing information to City Clerk to establish an electronic paycheck deposit system with our accountant. This initiative is to increase safety and efficiencies; please note that EVERYONE needs to participate for the new system to work.
* Roadwork – Chip reported completion of several previous open projects. We also have asked for bids for seasonal snow removal with one bid already received and still looking for more.
* Visitor Center – Gary Timms reported on some details regarding the possible old King Mart property as one potentially viable location. Mayor Haddix reported on some details for considering the Kingmont Community Building, and based on some late findings and discussions with varying interested parties, suggested this may be the top location currently under consideration. As part of the agreement(s), Mayor Haddix suggested we encourage current community board members to continue as a part of a committee with a mission and vision for residential and area economic development. The outreach center building could house special interest historical displays relating to the area’s heritage, past and future growth potential. The Community Building is convenient to the Interstate exit and to the city municipal building so residents and visitors alike could take advantage of and we could coordinate offerings.
* Special Events – Council discussion concluded due to pandemic concerns and restrictions, the traditional holiday tree lighting ceremony with a public gathering needs to be canceled this year. Instead, we are focusing on hosting a letters to Santa drop box location at the city municipal building and encourage both public and private holiday displays in hopes of carrying on community spirit.
* Mayor Haddix adjourned the Work Session promptly at 7:00 pm in a move to begin the regular Council Meeting.

**November 17, 2020 - COUNCIL MEETING MINUTES**

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

**Pledge of Allegiance:** Led by Mr. Whalen, part of the Eagle Scouts.

**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: VVFD Chief, Dave Shields; Code Enforcement Officer, John Miller. Community Attendance Record: Dylan Yanero (VVFD) and Judy Brooks.

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

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

**Financial Report:** October 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.

* ***Mike Walls motioned to approve as presented; Ed Aberegg seconded; all approved.***

**VVFD (Valley Volunteer Fire Department) Report:** Absent – Chief, Dave Shields. Basic activities October report was reported by fire department rep, Dylan Yanero. Mayor Haddix thanked the fire department for their report, services, and their special presence throughout the evening of Halloween.

**Council Business Review:**

* Ordinance review – Ordinance #3/Business License and Ordinance #4/Public Nudity. Council reviewed and did not recommend any changes to the current language contained within the business license Ordinance #4 that will continue at “no fee” for now. Council also reviewed Ordinance #4 and after discussion, Council and attorney for city agreed that this ordinance does not appear to provide the city any actual jurisdictional or enforcement authority and instead all such issues is already regulated and covered by State law and lawfulness. Conclusion by city Council vote is to request a motion to repeal current Ordinance #4/Public Nudity in its entirety.
* ***Erin Henderson made motioned to repeal Ordinance #4; Ed Aberegg seconded; vote was majority approved.***
* Gravel Roads Inventorying Initiative – Mayor Haddix reported that we Council is continuing to inventory gravel roads to start our phased project to improve and upgrade from gravel to paved. Citizens can also contact any one of us directly to report a gravel road they would like to be sure and counted for prioritization in this upgrade initiative.
* City Grants Management – We are looking into grants that we can apply for, including parks and recreation grants where we can continue to improve our parks, such as adding some benches and a gazebo around our walking trail area.
* Soliciting Members to New Building Commission – We are still looking to add members to our new Building Commission.
* Recreational Complex – Chip Phillips reported that we are working with American Fence to add additional fencing around the complex. We also like to recognize Stickley’s for the fantastic job they did on the work for our recreational complex. To recap, Mayor Haddix announced that our entire walking trail is done with the exception of adding some mile-maker details, which are still to come and a continuing effort to expand park services, safety, and amenities. The basketball court is also done and ready for use. Mayor Haddix invites the community to enjoy.
* Sidewalk Projects – Next projects are in the Benton’s Ferry area as well as in Pleasant Valley, in the area of Chapel Hill to Morris Park. We expect new sidewalk work to break ground in the spring.
* Road Projects – Chip Phillips reported improvements made to Loren Lane and Pleasant Valley, and that work will be complete before Festival of Lights.
* Snow Removal Plan – We are currently soliciting for seasonal snow removal bids to cover specific and certain areas.
* Special Events – Council has discussed and agrees that our traditional city Christmas Tree Lighting Event will be canceled this year due to expanded restrictions of the pandemic and for the general health safety of our citizens. A new city-wide seasonal service we will be offering is a letters to Santa drop-off box at the city municipal building. We will be working to do our part to help coordinate letters to Santa as an official city initiative. Mayor Haddix also reported that she has been working closely with various and specific regional event coordinators and other city officials to develop, watch, and maintain reasonable traffic flow for when special events are happening in our greater area that could affect City of Pleasant Valley residents and area roads. Citywide holiday decorations will be going up as usual and in support of the new initiative to help coordinate letters to Santa through the city building, Mayor Haddix has requested some additional funding to help “beef” up a festive feel in and around the city building and in particular because of this now being letters to Santa drop-off site. Mayor Haddix requested a motion to approve up to $500 dollars for new and expanded holiday decorating.
* ***Mike Walls motioned to approve both minutes as presented; Ed Aberegg seconded; all approved.***
* Code Enforcement Report – No official report this month.
* Council Comments –
	+ Chuck Ledsome and/or Gary Timms will do some work in and around the city municipal building to assess a number of potential electric concerns and make a plan for improvements and/or fixes as needed.
	+ Erin Henderson recapped on the success of the first-ever city sponsored Halloween Trunk-or-Treat event that was held in the parking lot of the city municipal building in conjunction with the Halloween 2020 events and activities. Council reported it to be a responsible, responsibility safe, as well as “safe socially distanced” citywide event that was new and special for this year, but we should make plans to continue and grow this and more of these types of activities in the future. Council recognized Mayor Haddix for this great idea and working to put on this new event. Council also thanked our volunteer fire department again for the citywide presence in helping to maintain a safe holiday event for everyone.
	+ Council Henderson also reported that since bringing our local Sheriff for a discussion of services to our October city council meeting, that living on a main street herself, she can attest that she has personally noticed an uptick in law enforcement presence, and numerous citizens have reported a police presences within and around our community and we are much appreciative for these services.
	+ Council Ed Aberegg and Chip Phillips summarized the status of some areas where special we have been monitoring and working to provide extra attention to mowing and weed control. Chip Phillips reported that initiatives are on track.
	+ Council Mike Walls reported that work on some much needed road drainage issues has been resolved in the Millersville area.
	+ Mayor Haddix reported that the city-wide/city sponsored “blessing” or exchange box would be up and running very soon. This drop-off/pick-up site is a place where the public can make donations, and the public should enjoy this service as a “take what you need/leave what you can” point for all. It is both a necessary and fun way to give back and share within our community.
	+ Council also would like to note that citizens may view a live feed of our city Council meetings via Facebook at anytime, with no sign-in or actual sign-up or personal account needed on Facebook, go to:
	[City of Pleasant Valley | Facebook - Government Organization](https://www.facebook.com/cityofpv).
	+ Mayor Haddix also announced that Council will be holding a special end of year wrap-up Work Session, Tuesday, December 8th, beginning at 6:00 p.m., with the next regularly scheduled Council Meeting to be per usual, the third Tuesday of the month, to be on Tuesday, December 15, beginning at 7:00 p.m. This year is rapidly ending and we should reflect on the successes and outstanding needs, and we need to continue to look for ideas and do planning for next year and new initiatives.
* Citizen Concerns – Citizen audience wanted to announce that for this year’s Festive of Lights being held at Morris Park, is encouraging a pre-registration for event tickets as one way to help minimize extended social contact at the gates and also as a tool to help maintain a reasonable traffic flow. Mayor Haddix reminded that multiple area event sponsor reps and leadership have been working together to collaborate and develop responsible traffic congestion mitigation plans.

**Other Business:** None.

**Adjournment:** At 7:30 pm, Mayor Haddix called for motion to adjourn; made the motion; 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, December 8, 2020 – Beginning at 6:00 pm for Work Session and Tuesday, December 15, beginning at 7:00 pm Council Meeting.

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