

**REGULAR MEETING – CITY COUNCIL
PRINCETON, MERCER COUNTY, WEST VIRGINIA
April 9, 2018**

A Regular Meeting of the Common Council for the City of Princeton, Mercer County, West Virginia was held in the Council Chambers of the Municipal Building on Monday, April 9, 2018, at 6:30 p.m. In attendance were Mayor David Graham; Vice Mayor Tim Ealy; Council Members Marshall Lytton and James V. Hill; City Manager Michael Webb, City Attorney Paul Cassell and City Clerk Kenneth Clay. Absent were Council Members Dewey Russell, James Harvey and Jacqueline Rucker. A quorum was constituted thereby.

I. INVOCATION AND PLEDGE OF ALLEGIANCE

Marshall Lytton invoked divine guidance for the conduct of the meeting. James Hill led in the Pledge of Allegiance to the Flag of the United States of America.

II. CALL TO ORDER

Mayor David Graham called the meeting to order.

III. PROCLAMATIONS – PRESENTATIONS

A. Presentations:

Oath of Office – City Clerk Kenneth Clay administered the Oath of Office to recently hired Princeton Firefighter Nathan Hensley.

B. Proclamation: National Service Recognition Day

Mayor Graham read a proclamation, first issued on March 20, 2018, declaring the day of April 3, 2018, as “National Service Recognition Day” in the City of Princeton and encouraged our citizens to recognize the positive impact of national service in our City, to thank those who serve; and to find ways to give back to their communities.

IV. PUBLIC INPUT

A. Nathan Nichols and Colton Lively, Kiwanis International – Colton Lively addressed City Council by informing of the impending creation of a new Kiwanis Club, “Kiwanis of Mercer County,” and offered City Council the opportunity for the City of Princeton to become a charter member at only \$100 annually. Mr. Lively continued by explaining that four Key Clubs and one Builders Club were active in Mercer County already, but cannot run effectively without a Kiwanis Club. Also, past Kiwanis members will receive a charter membership by virtue of their past affiliation with Kiwanis. While Colton Lively addressed the Council, Nathan Nichols distributed a packet of information to City Council Members and the City’s staff and department heads.

B. Josh Cline, Director of the Mercer County Chamber of Commerce – Mr. Josh Cline, Director of the Mercer County Chamber of Commerce, introduced himself and advised City Council that the programs of the two former Chambers of Commerce would continue under the auspices of the Mercer County Chamber of Commerce and mentioned

specifically Autumn Fest Pageant in May, the Coal Show, Women's Expo, etc.

Mr. Cline continued by recognizing Robert Farley, recently retired CEO of the Princeton-Mercer County Chamber of Commerce, for his support; and Keith Circle, Administrative Assistant for the Princeton-Mercer County Chamber of Commerce, for his assistance in teaching him the facets of Princeton's organization and for facilitating the merger of the two Chambers of Commerce. Mr. Cline informed the Council Members that he is available for them to call if they have in questions or concerns and that he was looking forward to working with the Council Members in the future and asserted that our best days are ahead of us.

V. CONSENT AGENDA

Without correction, Mayor David Graham committed the Consent Agenda to the record, as follows:

Minutes of the March 12, 2018, Regular City Council Meeting.

VI. POLICY AGENDA

A. COMMITTEE REPORTS

1. PUBLIC WORKS AND RECREATION COMMITTEE

In the absence of Chairperson Jacqueline Rucker, Mayor David Graham reported that the Public Works and Recreation Committee of Princeton City Council met on Wednesday, April 4, 2018, with the following items to report out to Council for action or as information and called upon Public Works Director Bo Barker to present his report.

PUBLIC WORKS DEPARTMENT

Monthly Report – The Public Works Director reported that during the month of March, Public Works' crews responded to **twelve service calls** from residents and began preparations for the spring season by inspecting and servicing equipment. Also, the request by Council regarding a **stop sign** on Industrial Street had been addressed.

PARKS AND RECREATION DEPARTMENT

Mayor Graham presented the report of the Parks and Recreation Department, as follows:

Spring Basketball Leagues – The Recreation Department has four basketball leagues that have just begun practicing. There are two girl's little leagues, a boy's middle school league and a boy's high school league. There are a total of 27 teams and 237 participants competing in the leagues which will run seven days a week through the end of May.

Annual Easter Egg Hunt – The Recreation Department's 18th Annual Easter Egg Hunt was held on Saturday, March 31st. The staff hid over 4,000 plastic Easter eggs, all filled with a small toy or piece of candy. Local Key Club members assisted in hiding the eggs and also provided cookies and cupcakes for all participants. The City Park was full of

families that included about 125 egg hunters. The Department distributed over 500 prizes, including seasonal pool passes, two free House of Bounce parties, two fishing poles, a guitar, gift certificates, toys and candy.

Staffing – The Recreation Department soon will be posting all of its summer job openings, including summer day camp staff, maintenance, lifeguards, pool gate, pool concession, and pool manager positions. Typically, the Department hires an additional 25 seasonal employees during the summer months.

RAILROAD MUSEUM

Monthly Report – Railroad Museum Director Pat Smith reported that during the month of March 2018, 132 people visited the Museum that included 38 members a Quilter’s Club, together with nine tourists, and a two-year old’s birthday party that was hosted by the Museum. Also, Pat Smith reported that during the first quarter of the year the Museum was 5% ahead of last year’s attendance.

WV Day Celebration – Ms. Smith informed that he Railroad Museum would be organizing and sponsoring a WV Day Celebration again this year on East Mercer Street, on Saturday, June 16th. All the other museums, including the Agricultural Museum, Mercer Historical Museum, Those Who Served War Museum and the McNutt House, also will be open and available on a tour provided by Bluefield Transits’ Trolley Bus. In addition, the Bounce House from the Princeton Rescue Squad will be available.

2. PUBLIC SAFETY COMMITTEE

Chairman Tim Ealy reported that the Public Safety Committee of Princeton City Council met on Wednesday, April 4, 2018, with the following information to report out to Council for action or as information and called upon Code Enforcement Officer Ty Smith to present his report, as follows:

CODE ENFORCEMENT DEPARTMENT

March Monthly Report

Complaints

Initial Complaints	90
Closed Complaints	101
Cases Active Currently	25
Cumulative Complaints	33,797

Demolition/Renovation Programs Status:

Condemnations/Unsafe in Process	7
Renovations in Process	4
Demolitions in Process	3
Demolitions during March	4
Demolitions Planned for April	11

Total Demolitions to Date 638

Animal Control

Complaints this Month 61
Impounded (5 dogs; 4 cats) 9
Adopted 4
Reclaimed 1

Building Inspections

Total Building Permits 15
Total Inspections 31
Total Project Costs \$278,513.55
Total Permit Fees \$1,624.00

Flood Plain Management

Flood Plain Determinations 15
Flood Plain Permits Issued 0

Zoning Official

Certificates of Occupancy Applications 9
Zoning Board of Appeals Applications 1

NICE Grant Application – As presented and recommended by Code Enforcement Director Bill Buzzo, the Public Safety Committee approved and recommended to City Council, **and Mr. Ealy so moved**, a Neighborhood Improvement through Code Enforcement (NICE) Grant for **Norma LaRose** of 312 N. 4th Street, in the amount of \$1,000, to assist in repairing a deteriorated section of roof by replacing the sheathing and shingles.

James Hill duly seconded the motion.

The motion carried unanimously.

FIRE DEPARTMENT

Fire Apparatus Auction – Fire Chief Chad Bailey reported that two of the three fire trucks taken out of service last year had been sold by on-line auction to two fire departments in Alabama. Also, three bids had been received during the second attempt to auction the third pumper truck with three days remaining before the close of bidding on the older apparatus. Chief Bailey added that the sale of the third pumper looks more favorable this time.

Monthly Report for March – Fire Chief Bailey reported that during the month of March the Fire Department responded to 56 EMS calls, 38 fire calls, issued six certificates of

occupancy, conducted 30 inspections and issued 125 fire lane citations.

POLICE DEPARTMENT

Monthly Report for March – Acting Police Chief Tim Gray reported that during the month of March police officers responded to 467 offenses, effected 50 arrests and issued 310 citations.

Radar Signs - Chief Gray advised Council that the lowest price he had found for purchasing a second radar sign is \$3,455 and that he plans to make the purchase after July 1, 2018. In a somewhat related matter, Chief Gray informed that a recent traffic stop, prompted by the current radar sign, resulted in significant drug-related arrests.

Stop Sign at Industrial & S. Wickham - Also, as requested regarding the stop sign at Industrial and South Wickham, the Chief reported he had spoken with Public Works Director Bo Barker and they decided to move the stop sign in question to the other side of the road.

Personnel – Chief Gray reported that he had scheduled a Review Board to interview a prospective candidate for the position of Patrolman, but had to cancel the Board after the candidate decided to accept a position in South Carolina.

3. FINANCE AND ADMINISTRATION COMMITTEE

Chairman Marshall Lytton reported that the Finance and Administration Committee of Princeton City Council met on Wednesday, April 4, 2018, with the following items to report out to Council for action or as information and called upon Finance Director Brian Blankenship to present the financial report for March, as follows:

FINANCE DEPARTMENT

March 2018, Financial Report - Finance Director Brian Blankenship reported that as of the end of March, the ninth month of FY 2018, the actual revenues collected stood at 80.39% of the budgeted amount, while actual appropriations were expended at a rate of 75%, as compared to the budget projections of 74.97% forecast for the end of March, 2018. Total funds available for City operations at the end of March were **\$2,457,424**.

Mr. Blankenship concluded his report by reviewing the following noteworthy expenditures for the month of March:

PEIA	\$53,123
Street Dept. Capital Equipment Purchase	\$26,980
Travelers Insurance	\$85,884

Chairman Lytton continued by reporting that the Finance and Administration Committee approved and recommended the March 2018, Financial Reports to City Council, **and he**

so moved.

Tim Ealy duly seconded the motion.

The motion carried unanimously.

PRINCETON PUBLIC LIBRARY

Mr. Lytton presented the following Library report on behalf of Library Director Brittany Rothausen:

There is much more going on at the Princeton Library during the month of April. National Library Week will be observed the week of April 9th to 14th, during which a “Fine Forgiveness” program will allow anyone to return overdue books without paying the penalty.

Also, during the month of April the Library will offer the following programs:

Story Time – Story Time returns with two programs depending on a child’s age. Book Babies meet every Thursday at 11:00 a.m. for children from birth to three years. Children ages three to five years may come on Fridays at 11:00 a.m. for Preschool Story Time. A new theme is featured each week to assist in developing children’s literacy skills.

Mindfulness Meditation – On the Tuesdays of April 10th and 24th, at 6:00 p.m., one may learn the basics of meditation and share quality time together with the like-minded.

Talking Teacup Party – Guests are encouraged to celebrate National Library Week by bringing their favorite teacup or mug to the Library and share its interesting history or stories behind it.

Library Crime Scene Investigation – On Saturday, April 14th at 12:00 p.m., children and teens ages six and up are invited to the Library to test their detective skills to solve a mystery by investigating a crime scene and collecting evidence. Registration is required.

Crafternoon – Come to the Library on Saturday, April 28th at 12:00 p.m., and make small, decorative bowls using air-dry clay. All supplies will be provided and registration is required in advance.

In addition, the popular **Story Walk in City Park** will resume during National Library Week.

3. COMMUNITY IMPROVEMENT COMMISSION

There was no report from the Community Improvement Commission.

B. CITY ATTORNEY

City Attorney Paul Cassell had nothing to present to Council.

C. CITY MANAGER

City Manager Michael Webb thanked everyone for attending the meeting.

D. CITY CLERK

City Clerk Kenneth Clay had nothing to present to City Council.

E. DEPARTMENTAL REPORTS

HUMAN RESOURCES – Human Resources Director Wanda Donahue reported that the annual review of the City’s “Personnel Policy” was underway with the City’s department heads invited to comment and/or recommend appropriate changes. Any such changes then would be incorporated into an ordinance for Council’s consideration and approval, Ms. Donahue explained.

VII. COUNCIL ROUNDTABLE

James Hill – Councilman Hill thanked everyone for coming to the meeting. He then thanked Acting Chief of Police Tim Gray for the speed control sign and noted that it is making a difference already, especially when a motor vehicle operator was clocked traveling 68 mph in a 25 mph zone. Mr. Hill added that he is big on enforcement and is sure the speed signs will continue to make a difference.

Mr. Hill thanked Public Works Director Bo Barker for the work being performed at he former Dean Company property which represents to a substantial savings to the City that may be invested elsewhere.

The councilman then thanked Code Enforcement for the new Rental Compliance Ordinance that would be enacted in the near future and, noting that with the spring season upon us, drivers should slow down for the kids who would be outdoors more frequently.

Lastly, Mr. Hill thanked Fire Chief Chad Bailey for the Fire Department’s website auction of the three pumper trucks taken out of service last year.

Vice Mayor Tim Ealy – Vice Mayor Ealy commented that the City’s employees are the backbone of the City and prove it every day by the quality of work they perform.

Regarding the recent big snow on a Saturday, Mr. Ealy made reference to a couple of personal calls praising the excellent job of clearing streets, one of which was from a lady on Wallace Street who was very complimentary of how clear the streets were in a short period of time. Both callers had commended the Public Works’ crews on a job well done, as did Mr. Ealy, also.

Marshall Lytton – Mr. Lytton thanked everyone for coming out to the meeting. He also thanked Josh Cline for coming and addressing Council regarding the merged Mercer County Chamber of Commerce.

To Acting Police Chief Gray for working to with Bo Barker on the stop sign at Industrial Street and S. Wickham, for assisting Mr. Musick on Thornton Avenue regarding his traffic-related concerns and for the digital speed sign on Park Avenue that helped discourage motor vehicle operators from speeding.

Mr. Lytton continued by thanking Fire Chief Bailey for his success in auctioning the older fire trucks and for enforcing the fire lane violations. He then congratulated and thanked Firefighter Nathan Hensley for coming on board with the City's Fire Department. Lastly, Mr. Lytton acknowledged the hard work of all City department heads.

Mayor David Graham – Mayor Graham thanked everyone for coming to the Council meeting and acknowledged Nathan Nichols and Colton Lively from Kiwanis International, Josh Cline of the Mercer County Chamber of Commerce and Keith Circle, Administrative Assistant for the Princeton-Mercer County Chamber of Commerce.

Mr. Graham then thanked the City's department heads for their valuable input on the administration offices' plans at the Dean Company property which should go out to bid by the end of the month. The Mayor also thanked Public Works Director Bo Barker and Police Chief T. A. Gray for working together on life safety issues.

The Mayor advised that an employee of Stafford Consultants returning home late at night had noted that Princeton Police Officers were out in force patrolling between 12:00 and 6:00 a.m. working late. The Mayor acknowledged the good work of Bo Barker and the Public Works Department on the heavy snowfall and thanked Pat Smith for her endeavors at the Railroad Museum.

Lastly, the Mayor announced that the Cruise-In nights, observed on the third Saturdays of each month, will begin in May and continue through October.

VIII. ADJOURNMENT

There being no further business, on motion, the City Council meeting of April 9, 2018, adjourned at 7:06 p.m.