

REGULAR COUNCIL SESSION
609 29th Street, Vienna, WV 26105
February 10, 2022
6:00 P.M.

INVOCATION AND PLEDGE OF ALLEGIANCE:

The Invocation was given by Bill Brown. The Pledge of Allegiance was led by Councilman Jim Leach.

CALL TO ORDER:

The Vienna City Council met in Regular Session on February 10, 2022. Mayor Randy Rapp called the meeting to order at 6:01pm.

ROLL CALL:

Attendance was taken by Recorder Melissa Elam with the following Council members present: Kim Williams, Roger Bibbee, Tom Azinger, Chuck Noffsinger, Jim Leach, Recorder Melissa Elam, City Attorney Russell Skogstad, and Mayor Randy Rapp.

PUBLIC FORUM:

Brenda Powell (1409 36th Street): There are nine adult cats having kittens in the building they want to have removed from their property. Regarding the TIF: questioning why the 30 year period for the repayment of \$3.3 million isn't in the annual report. She would like Council to consider backing out of the agreement.

Henry Sasyn (1307 Greenmont Hills Dr.): WV State Swim Championship is next week. Our local youth are competing. They have to practice at the YMCA. The YMCA has to replace the liner for their pool. Can the city contribute \$6,000 to help pay for the liner? Write check out to Parkersburg YMCA.

REPORT OF THE MINUTES:

The minutes of the Special Council Session scheduled on 2/3/2022 have been printed, posted, and circulated. Approved as posted.

REPORT OF THE TREASURER:

Councilman Jim Leach reports that Reconciliation of Funds from February 6, 2022 have been reviewed, the accounts are in order and the city is financially sound.

UNFINISHED BUSINESS:

1. None.

NEW BUSINESS:

1. **AUCTION LIST APPROVAL: Amended – 1998 GMC Sierra SL 2500, 2015 Lincoln MKS, 2011 Dodge Charger, Canon Image Runner Printer/Copier/Fax/Scanner, 2002 Delta Machinery Air Compressor, Bobcat Hydraulic Breaker Attachment, 2005 Jeep Liberty**

Councilman Jim Leach moved to approve the Auction List. Motion seconded by Councilwoman Roger Bibbee.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

2. **RESOLUTION: To Accept Invoices and Disburse Funds Per the TIF Development for the Vienna Grand Central Redevelopment Project**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that it hereby accepts the invoices, Requisition for Reimbursement No. 1, and the certification of the costs of the project executed by Matthew J. Jurkowitz submitted to the finance director of the City of Vienna. Further, Council directs the City Finance Directory to disburse funds in accord with the procedure set out in Article V of the Development Agreement for the Vienna Grand Central Redevelopment Project. As per the agreement, the City of Vienna is not obligated to make any disbursement beyond the available funds in the TIF fund and only for those invoices submitted to the City and identified as costs related to the project are to be reimbursed. These funds are limited to paying the Costs of the Project and are limited to those items which are supported by invoice or a statement identifying the costs to be reimbursed.

Further, where funds in the TIF Fund are insufficient to pay a reimbursement, the reimbursement shall be funded from funds available on deposit when, and if, such monies become available for reimbursement.

Councilman Jim Leach moved to approve the resolution to accept invoices and disburse funds per the TIF development for the Vienna Grand Central Redevelopment Project. Motion seconded by Councilman Tom Azinger.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

3. RESOLUTION: Appointing Melissa Elam as Council Representative to the Vienna Board of Parks and Recreation

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that as per Vienna Municipal Code 137.03(a)(4), **Melissa Elam**, a duly elected member of Vienna City Council, is hereby appointed as the council representative to the Vienna Board of Parks and Recreation for a full one year term [137.04(b)].

Councilman Chuck Noffsinger moved to approve the resolution appointing Melissa Elam as Council Representative to the Vienna Board of Parks and Recreation. Motion seconded by Councilman Tom Azinger.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, and Mayor Randy Rapp voting “yes”. Vote: 6-0. Recorder Elam did not vote.

4. RESOLUTION: Approving the Re-appointment of Lou Molinaro to the Vienna Board of Parks and Recreation

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Lou Molinaro**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Vienna Board of Parks and Recreation. The new term will expire 2/2025.

Councilman Chuck Noffsinger moved to approve the resolution re-appointing Lou Molinaro to the Vienna Board of Parks and Recreation. Motion seconded by Councilman Tom Azinger.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

5. RESOLUTION: Approving the Re-appointment of Barbara Joyce to the Vienna Board of Parks and Recreation

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Barbara Joyce**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Vienna Board of Parks and Recreation. The new term will expire 2/2025.

Councilman Chuck Noffsinger moved to approve the resolution re-appointing Barbara Joyce to the Vienna Board of Parks and Recreation. Motion seconded by Councilman Tom Azinger.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

6. RESOLUTION: Approving the Re-appointment of Mike Flanagan to the Board of Zoning Appeal

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Mike Flanagan**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Board of Zoning Appeal. The new term will expire 2/2023.

Councilman Roger Bibbee moved to approve the resolution re-appointing Mike Flanagan to the Board of Zoning Appeal. **Motion seconded by Councilman Jim Leach.**

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

7. RESOLUTION: Approving the Re-appointment of Ron Hendrix to the Board of Zoning Appeal

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Ron Hendrix**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Board of Zoning Appeal. The new term will expire 2/2024.

Councilman Jim Leach moved to approve the resolution re-appointing Ron Hendrix to the Board of Zoning Appeal. **Motion seconded by Councilman Roger Bibbee.**

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

8. RESOLUTION: Approving the Re-appointment of Bobbi Lancaster to the Board of Zoning Appeal

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Bobbi Lancaster**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Board of Zoning Appeal. The new term will expire 2/2024.

Councilman Chuck Noffsinger moved to approve the resolution re-appointing Bobbi Lancaster to the Board of Zoning Appeal. **Motion seconded by Councilman Tom Azinger.**

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

9. RESOLUTION: Approving the Re-appointment of Gail Gaines to the Board of Zoning Appeal

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Gail Gaines**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Board of Zoning Appeal. The new term will expire 2/2025.

Councilman Jim Leach moved to approve the resolution re-appointing Gail Gaines to the Board of Zoning Appeal. **Motion seconded by Councilman Tom Azinger.**

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

10. RESOLUTION: Approving the Re-appointment of Nick Bibbee to the Board of Zoning Appeal

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Nick Bibbee**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Board of Zoning Appeal. The new term will expire 2/2025.

Councilman Jim Leach moved to approve the resolution re-appointing Nick Bibbee to the Board of Zoning Appeal. **Motion seconded by Councilman Tom Azinger.**

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

11. RESOLUTION: Approving the Re-appointment of Steve Middleton to the Planning Commission

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Steve Middleton**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Planning Commission. The new term will expire 2/2025.

Councilman Tom Azinger moved to approve the resolution re-appointing Steve Middleton to the Planning Commission. Motion seconded by Councilman Roger Bibbee.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

12. RESOLUTION: Approving the Re-appointment of Kelly Craft to the Planning Commission

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Kelly Craft**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Planning Commission. The new term will expire 2/2025.

Councilwoman Kim Williams moved to approve the resolution re-appointing Kelly Craft to the Planning Commission. Motion seconded by Councilman Tom Azinger.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

13. RESOLUTION: Approving the Re-appointment of Joseph Thorpe to the Utility Board

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF VIENNA, that, **Joseph Thorpe**, a qualified citizen of the City of Vienna, is hereby re-appointed to serve as a member of the Utility Board. The new term will expire 2/2026.

Councilman Tom Azinger moved to approve the resolution re-appointing Joseph Thorpe to the Utility Board. Motion seconded by Councilman Roger Bibbee.

No further discussion.

Roll call vote taken by Recorder Melissa Elam. Councilwoman Kim Williams, Councilman Roger Bibbee, Councilman Tom Azinger, Councilman Jim Leach, Councilman Chuck Noffsinger, Recorder Melissa Elam, and Mayor Randy Rapp voting “yes”. Vote: 7-0.

14. BUDGET PRESENTATIONS:

Mayor Rapp presented his 2022-2023 budget requests for the following: Mayor’s Office. No major changes.

Recorder Elam presented her 2022-2023 budget requests for the following: Recorder. No major changes.

City Attorney Russ Skogstad presented his 2022-2023 budget requests for the following: City Attorney. He reduced Professional Services from \$10,000 to \$5,000 because litigation cost for FOIA requests have gone down.

Craig Metz presented his 2022-2023 budget requests for the following: Health Department, Streets Department, and Street Lights. No changes for Health Department and Street Lights. He is asking for a \$2.00/hr. raise for all his employees. State road is hiring and starting out at \$14.78. Regarding line 41: concrete has gone up \$10/yard and stone has gone up \$5/ton. Capital Outlay Equipment in line 59: hoping to get two new dump trucks. Councilwoman Kim Williams asked if we would be

financing the trucks (answer is yes) and that then the total would not be \$290,000. Amy Roberts stated that she would give more exact numbers as Mr. Metz is able to purchase the vehicles.

Stephanie Broffman presented her 2022-2023 budget requests for the following: Human Resources and Newsletter. Asking for a \$4,500 raise plus the \$2/hr raise if it is approved plus longevity. She also addressed the low starting wage in the city. Recorder Elam asked if evaluations are done and she said yes. Our pay increases are based on a sliding scale. Recorder Elam asked for ways to incentivize employees. Ms. Broffman suggested doing a wage study. Councilman Leach said we have to budget payroll for the employees but we it gets very complex when trying to add incentives. He stated staying competitive is hard because it isn't just about wages; it is also about our benefits package. Mayor Rapp cautioned about favoritism and putting department heads in that position. Councilman Azinger doesn't think we should compare private enterprise with government. Councilman Bibbee asked what the purpose of the evaluations are. Mr. Metz and Ms. Broffman stated evaluations are more about communication and documentation of performance. Mrs. Roberts stated that the nature of government is "across the board" and referenced teachers. Councilwoman Williams addressed the problem of having one health insurance package for every employee. Ms. Broffman is concerned about how many people will be retiring soon and our low starting wage. Mr. Noffsinger said innovation is key whether it is business or government. If there is any way to encourage innovation we should do that.

Council dismissed for a break at 7:35pm.
Returned from break at 7:45pm.

Ms. Broffman resumed with the Newsletter budget. The newsletters have more pages now and so printing costs have been increased.

Amy Roberts presented her 2022-2023 budget requests for the following: City Treasurer, Council, City Auditor, Purchasing, Recycling Program, City Hall, and Contingencies. Councilwoman Kim Williams requested the \$30,000 to go toward a Comprehensive Plan under Professional Services in the City Council budget. Councilwoman Kim Williams asked about the \$100,000 in line 59. Her understanding was the \$100,000 was all for Johns Manville. Mrs. Roberts said her understanding is \$25,000 was for Manville and \$75,000 was the matching amount for the FLAP grant. Ms. Williams and Mrs. Roberts discussed the \$4,000 that came out of streets to pay for the tree removal at Spencer's Landing.

COUNCIL COMMENTS:

None.

ANNOUNCEMENTS:

None.

Meeting adjourned at 8:09 p.m.

Melissa Elam, Recorder

Randall C. Rapp, Mayor

APPROVED: _____
 Initials Date