

**STATE OF WEST VIRGINIA, COUNTY OF MARSHALL, CITY OF BENWOOD, CITY COUNCIL REGULAR MEETING AUGUST 13, 2024**

City Council of the City of Benwood met in Regular Session on Tuesday, August 13, 2024 at the City Building in the Council Chambers. Mayor Walter W. Yates called the meeting to order at 7:00 p.m. The following council members were present: Ankrom, Fehr, Givens, Lunsford & Mele. Excused absences were Councilperson Ferrera, Councilperson Kazemka & Councilperson Longwell. Others present: Tiffany Ankrom City Clerk & Eric Gordon City Attorney.

**PLEDGE OF ALLEGIANCE**

Mayor Walter W. Yates led the pledge of allegiance to the flag.

**MINUTES**

Councilperson Mele moved to approve the Regular Meeting Minutes for July 23, 2024 & Councilperson Ankrom seconded the motion. Motion carried unanimously.

**NEW BUSINESS**

**APPROVAL OF DONATION FOR JM FOOTBALL PROGRAM**

Councilperson Mele made the motion to approve running a half page ad in the JM Football Program \$80 and Councilperson Givens seconded the motion. Mayor Yates called for roll call; vote was taken & motion passed unanimously.

**APPROVAL OF WV CORP PROPERTY & LIABILITY POLICY RENEWAL**

Property & Liability Insurance increased \$1,187.50 this year due to the city increasing the coverage on building & contents. Annual Policy cost the city \$72,965 annually.

Councilperson Mele made the motion to approve the policy renewal and Councilperson Givens seconded the motion. Mayor Yates called for roll call; vote was taken & motion passed unanimously.

**APPROVAL OF LOWE & ASSOCIATES, PLLC PROPOSAL TO PREPARE FINANCIAL STATEMENTS & ANNUAL REPORT FOR THE PUBLIC SERVICE COMMISSION**

Lowe & Associates, PLLC prepared 2022-2023 Financial Statements & PSC Annual Report & are contracted with the city to prepare the 2023-2024 reports and to not exceed billing of \$7,200.

Councilperson Mele made the motion to accept the proposal and Councilperson Givens seconded the motion. Mayor Yates called for roll call; vote was taken & motion passed unanimously.

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**APPROVAL OF DAVID L. HOWELL C.P.A. SINGLE AUDIT ENGAGEMENT LETTER**

David L. Howell C.P.A. won the bid for the 2023 & 2024 Audit Procurement to handle the city's Annual Audits. For the 2023-2024 fiscal year the city is required to have a Single Audit due to receiving over \$750,000 in federal grant funds. The Single Audit should not exceed \$16,330.

Councilperson Mele made the motion to accept the engagement letter and Councilperson Lunsford seconded the motion. Mayor Yates called for roll call; vote was taken & motion passed unanimously.

**APPROVAL TO CONSIDER ON FIRST READING AND ACT UPON A PROPOSED ORDINANCE ENTITLED:**

ORDINANCE AUTHORIZING THE ACQUISITION AND CONSTRUCTION OF CERTAIN IMPROVEMENTS AND EXTENSIONS TO THE EXISTING PUBLIC WASTEWATER FACILITIES OF THE CITY OF BENWOOD AND THE FINANCING OF THE COST THEREOF, NOT OTHERWISE PROVIDED, THROUGH THE ACCEPTANCE BY THE TOWN OF FUNDING ASSISTANCE, SERIES 2024 A IN THE AGGREGATE PRINCIPAL AMOUNT OF \$2,500,000 THROUGH THE WEST VIRGINIA SRF PROGRAM; AUTHORIZING EXECUTION AND DELIVERY OF ALL DOCUMENTS RELATING TO ACCEPTANCE OF SUCH FUNDING; APPROVING, RATIFYING AND CONFIRMING THE FUNDING ASSISTANCE AGREEMENT RELATING TO SUCH FUNDING ASSISTANCE, SERIES 2024 A  
All other matters related to the foregoing.

Councilperson Mele made the motion to accept the proposed ordinance and Councilperson Givens seconded the motion. Mayor Yates called for roll call; vote was taken & motion passed unanimously.

**OLD BUSINESS:**

**APPROVAL OF AN ORDINANCE TO APPROVE THE 2024 REPLACEMENT PAGES TO THE CODIFIED ORDINANCES (SECOND READING)**

Councilperson Mele made the motion to pass the ordinance on the second reading & Councilperson Givens seconded the motion. Mayor Yates called for roll call; vote was taken & motion passed unanimously.

**FINANCE & TAXATION**

An ordinance entitled: "An ordinance to pay a claim against the city for work and other claims." Be it ordained by the Council of the City of Benwood, that the sum of \$138,441.10 be appropriated

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out of the funds belonging to the city, to pay a claim against the city, and that an order signed by the Mayor and Recorder be drawn upon the Treasurer for the above amount and that this ordinance takes effect from and after its passage. (See Copies of Supporting Accounts Payable Registers Attached) As well as to pay the invoices from Phase II CSO draw 10 for \$644,486.05.

Councilperson Ankrom moved to adopt the above ordinance on first reading, seconded by Councilperson Mele. Mayor Yates called for roll call vote was taken and motion passed unanimously.

Councilperson Mele moved to adopt the above ordinance on second reading, seconded by Councilperson Givens. Mayor Yates called for roll call vote was taken and motion passed unanimously.

**ACCOUNTS PAYABLE CHECK REGISTER REPORTS**

Councilperson Mele moved to receive and file accounts payable check register reports totaling \$138,441.10 seconded by Councilperson Givens. Mayor Yates called for a roll call, vote was taken and motion passed unanimously.

**FINANCIAL STATEMENT REPORT**

Revenue/Expense Report and Financial Report as of August 8, 2024:

Cash Operating Report: General Fund \$2,355,283.09; Coal Severance Fund \$79,724.62; Garbage Fund \$2,452.84; Fire Fund \$9,518.85, Water Fund \$246,986.71 & Sewer Fund \$79,728.64; Total operating cash 2,773,694.75.

Councilperson Mele moved to receive and file the Cash Operating Report and Financial Reports, seconded by Councilperson Givens. Mayor Yates called for roll call; vote was taken and motion passed unanimously.

**WATER & SEWAGE PLANT OPERATION**

Councilperson Givens asked if a profile could be done for a resident on Ashland Ave. Utility Clerk will be notified of the request & a profile will be scheduled.

**CITY OFFICE, PROPERTY, FIRE & POLICE**

Councilperson Givens would like something done with the truck on Eoff Street with an Ohio plate due to it not being moved for an extended period of time

City pool closed for the season Sunday August 11<sup>th</sup>, 2024

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Dog Swim on August 12<sup>th</sup>, 2024 went well & donations went to Marshall County Animal Shelter

Rainy Day & Water CD's and Treasury Bonds have matured. City Clerk will have more information for council next meeting.

**ADJOURNMENT**

Councilperson Mele moved to adjourn meeting, seconded by Councilperson Ankrom. Motion carried.

Meeting adjourned at 7:27 p.m.

Minutes Respectfully Submitted by,

  
Tiffany Ankrom City Clerk/Treasurer

  
Mayor Walter W. Yates