

# TOWN OF CEDAR GROVE

**MAYOR**

MELISSA YOUNG

**ACTING RECORDER**

CLAYTON YOUNG JR.

**MUNICIPAL JUDGE**

JAMES CONFERE

**POLICE CHIEF**

JACK ICE

**COUNCIL**

RYAN COLEMAN

MARK HARRISON

LESLIE SIGLER

ASHLEY YOUNG

**TOWN CLERK**

JESSICA MORRIS

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302 Alexander Street

Cedar Grove WV, 25039

Incorporated since 1902

Town Council Meeting

Cedar Grove Town Hall

January 9, 2024

@ 7:00 PM

Meeting called to order by mayor.

Roll Call,

Mayor Melissa Young present

Acting Recorder Clayton L. Young, Jr present

Ryan Coleman present

Mark Harrison present

Leslie Sigler present

Ashley Young present

The minutes from the December 12, 2024, Town Council Meeting were emailed to all Council members prior to the meeting. Council Member Mark Harrison made a motion to approve the minutes, seconded by Council Member Ashley Young. A vote was taken and all were in favor, motion passed.

The financial report for December 2023 was emailed to all Council members prior to the meeting. Acting Recorder Clayton L. Young, Jr. discussed not all checks were listed. The reason was they were payroll. Jessica said she did not include them because the information was personal. All checks will be listed and employee check will be the description. There was also a discussion on transfers from different accounts. Most of the time it is because of payroll and an individual's check and monies come from more than one account. Also due to only having one debit card being on the general fund but being

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used for parks and sewer funds. With no other discussion, Council Member Ashley Young made a motion to accept the financial report, seconded by Council Member Ryan Coleman. A vote taken and all were in favor, motion passed.

### **Old Business**

Replacing back doors - Mayor stated it has been 5 months since Donnie Goodwin started the front door replacement project. The doors for the back have been on site for 4 months. These projects need to be finished or something needs to be done. Donnie had requested a final payment of \$1,537.16 before Christmas stating he was done. The punch list that was given to him was not complete and a check was not issued. There was a discussion, which included all Council members, about the types of doors, the hardware, warranty and the work that needs to be completed. There is a leak that has damaged the ceiling in the front entrance and it was part of this project. The mayor will call a special meeting on Friday January 12, 2024, at 12.00pm. Donnie will be notified by Council Member Clayton L. Young, Jr.

Welcome sign - Council Member Mark Harrison had a picture that could be used on the sign. After a lengthy discussion, including all council members, the welcome sign was tabled until the next meeting.

Community Center Sign - Council Member Clayton Young, Jr presented council with a quote for \$3,388.00. This is for a raised white background with green letters. At a previous meeting he had a text that showed \$2,166.80, but that was for letters only with no background or installation. With \$2,166.80 already approved Council Member Mark Harrison made a motion to add \$421.20 for the white background, \$800.00 for the installation that totals \$1,227.20 to make the final total \$3,388.00 for the sign. Council Member Ashley Young seconded the motion. A vote was taken and all were in favor.

New Phone System – We have gotten three quotes for a phone / data system. Advantage Technology using Frontier - \$8,887.39, ACCESS Systems using Optimum - \$6,462.80 and Greenbrier Technologies using Optimum - \$5,982.12. The council felt more comfortable with Advantage Technology. All Council Member were in favor, but Council Member Clayton Young, Jr explain that it was over \$5,000.00 dollars. Mayor was told that all was needed was three quotes but the only ordinance available stated any purchases over \$5,000.00 had to be advertised in the newspaper.

### **Police Dept. Update**

No report.

### **Street Dept. Update**

No report.

### **Sewer Dept. Update**

The mayor was proud to report that both employees passed the Class C Sewer Operator Certification test. This puts Cedar Grove in compliance with the DEP for the first time in a long time.

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## **New Business**

Stage for fall Festival 2024 – Mayor stated she was securing a stage from Kanawha Parks & Recreation for \$75.00. We have set the date for September 28, 2024, but must secure that date. Council Member ask what did we profit last year? Mayor stated not much but it was the first and the weather was not great. There was a discussion that included all council members about vendors, sponsors, bands, entertainment and the importance of starting planning early.

Easter – Mayor stated that Easter is in March. A discussion that included all council members about not interfering with the Tompkins Easter egg hunt. The council would like to see eggs with candy and special prizes.

Sewer – Council Member Ryan Coleman explained his situation with his sewer service. Poor installation on the town side but appreciated the quick response from the town employees. This discussion led to the situation of Council Member Clayton Young, Jr sewer service which was poor installation. Council Member Ryan Coleman mentioned a need for more inspection of the sewer system is needed.

Raise for Class C Operators – Mayor mentioned that Heath and Shawn had passed their Class C Sewer Operator Certification and entertained a motion for raises. During the discussion, the council agreed they do deserve a raise. A discussion on how call outs work, when and why. We have a call out system in which the mayor gets the first telephone call and lets it go to Heath. This way she is aware of the call outs and even with call outs they work their regular shifts. Heath wages are \$17.50 an hour and Shawns is \$10.00 an hour, because he is still on six months probation. The council agreed to look at what the normal wage is for a Class C Operator and act on it then. Also discussed was the issue of sewer gas around the school block. Town is trying every means to eliminate it but may need to smoke test that area and more to find out the issue.

Each Council Member was then given an opportunity to state any more business. Council Member Mark Harrison said he would like the town to investigate publishing a town calendar next year. He would also like the town to purchase Christmas lights again, flags too during other holidays. He likes the idea of posting more news in the Metro East. Council Member Ryan Coleman would like to see more children playing signs. He also questioned police applications and the old mutual aid agreement with Glasgow. Mayor mentioned that we have received a few applications and that the Deputies and State Troopers also patrol the town. The council agrees police presence is necessary. Council Member Clayton Young, Jr suggested that we all attend the budget workshop coming up in February. Everyone knows a budget is due by early spring.

We had the Pastor of the Solid Rock Tabernacle in attendance this evening. He would like to become acquainted with the town and events happening.

Next meeting will be January 23, 2024 at 7:00pm.

Council Member Ryan Coleman made a motion to adjourn, seconded by Council Member Mark Harrison. A vote was taken and all were in favor, motion passed.

Adjourned at 8:12PM

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