



CITY COUNCIL

~ MINUTES ~

REGULAR MEETING

312 S. Mildred Street
Ranson, WV 25438
www.cityofransonwv.net

Tuesday, February 2, 2021

7:00 PM

Zoom

Zoom Meeting Registration

<<https://www.cityofransonwv.net/rccmreg>>

I. CALL TO ORDER

The meeting was called to order at 7:00 PM by Mayor Keith D. Pierson

Attendee Name	Title	Status	Arrived
Mike Anderson	Third Ward Council	Absent	
David Cheshire	At-Large Council	Present	
Scott Coulter	First Ward Council	Absent	
Donnie Haines	Second Ward Council	Present	
Keith D. Pierson	Mayor	Present	
Gene Taylor	At-Large Council	Remote	
Amanda Stroud	At-Large Council	Remote	
Tony Grant	City Manager	Present	
Robbie Roberts	Chief of Police	Absent	
Stacey Pfaltzgraff	City Clerk	Present	
Edward Erfurt	Asst. City Manager	Present	
Lori Nice	Finance Director	Remote	
Debbie McClure	CVB Director	Remote	
Bill Silveous	Public Works Director	Absent	

II. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Jan 19, 2021 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Cheshire, Haines, Pierson, Taylor, Stroud
ABSENT:	Mike Anderson, Scott Coulter

III. CITIZEN'S PRESENTATIONS/PETITIONS

IV. CITY MANAGER/STAFF REPORTS

Chief of Police Robbie Robert's Report- Mayor Pierson provided the following updates to Council for the Ranson Police Department on behalf of Chief Roberts:

1. Mayor Pierson commended Captain Lutman, the PD staff and volunteers for their efforts put forth to oversee and manage the COVID vaccination clinic held

on Friday, January 29, 2021, at the Ranson Civic Center. It was reported one hundred eighty individuals received the vaccination. Three hundred individuals have been scheduled to receive the vaccination Thursday, February 4, 2021, and one hundred individuals have been scheduled to receive the vaccination Saturday, February 6, 2021. The City of Ranson is planning to hold clinics for administering the vaccination at the Ranson Civic Center twice a week until June 2021.

City Manager Tony Grant's Report- City Manager Grant provided the following updates to Council:

1. The Public Works Department staff has been working diligently to clear all roads due to the accumulation of snow received throughout the City to make sure the conditions of the roads are safe for all motorists throughout the City;
2. Staff is continuing to work with the developers to finalize the development agreement for Fairfax Boulevard; and
3. Community Development Director Edward Erfurt will be sharing some updates for new development opportunities within the City.

V. COMMUNICATIONS FROM THE MAYOR

1. EPTA – FY 2021/2022 Funding Request
2. JCCM (Jefferson County Community Ministries) – Letter of Appreciation
3. Office of the State Auditor – Public Utilities Tax & IRP Fees

VI. COUNCIL BUSINESS

1. Ordinance #2021-322 - 1st READING of an Ordinance Amending and Re-Enacting the Official Zoning Map of the City of Ranson Pursuant to Ranson Municipal Code § 19-20 and Chapter 19A, Article 3: Zoning Amendment to Rezone the Parcel Known as 8E001300000000. Rezoning from Traditional Neighborhood Development Urban Commercial Mix to SmartCode New Community T5 at (District 8, Tax Map 8, Parcel 13 Consisting of 0.799 Acres)

The Planning Commission has received a rezoning application for a parcel located adjacent to the Fairfax Oval, Baker Blvd., Joshua M. Freeman Blvd., and Fairfax Boulevard. The parcel is vacant with a TND -UCX zoning allocation.

The property under consideration for rezoning is:

Parcel ID: 08 8E001300000000

Tax Year: 2021

Deeded Owner: Andy Colandrea

Deed Book/Page: 1212/550

Description: #13 BLVD-POTOMAC TOWNE CENTER

Plat Book 25 pg. 43

This property is currently vacant and is not in a floodplain.

- The Planning Commission received an application for rezoning on 10/20/2020 for Parcel 08 8E001300000000. The Application was found to be complete.
- A workshop was held during the November Planning Commission Meeting to familiarize the Commission with this application. The Commission directed staff to schedule a Public Hearing.
- The Consolidate Review Committee reviewed the technical aspects of this request for rezoning. The report is attached to this item with a recommendation for approval.
- A Public Notice was published in the Spirit of Jefferson newspaper on December 16th, 2020 and January 13th, 2021 announcing the public hearing with the Planning Commission.
- The Planning Commission did not receive any public comments on the rezoning before this public hearing.
- After holding a public hearing, the Planning Commission has recommended approval of the rezoning.

The 2nd READING was scheduled for February 16th, 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Cheshire, At-Large Council
SECONDER:	Donnie Haines, Second Ward Council
AYES:	Cheshire, Haines, Pierson, Taylor, Stroud
ABSENT:	Mike Anderson, Scott Coulter

2. Resolution #2021-02 - A Resolution of the City of Ranson Adopting and Approving the Amended Capital Improvement Fund Budget for FY 2020-2021

The City Council of the City of Ranson directed the amended Capital Improvement Budget for FY 2020-2021 be adopted as shown on the attached Ranson Capital Budget Document, a copy of which is entered as part of the record.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Cheshire, At-Large Council
SECONDER:	Donnie Haines, Second Ward Council
AYES:	Cheshire, Haines, Pierson, Taylor, Stroud
ABSENT:	Mike Anderson, Scott Coulter

3. Resolution #2021-03 - A Resolution of the City Council of Ranson, West Virginia to Conduct the Municipal Election Pursuant to the General Laws of the State of West Virginia and City of Ranson: Approving Ballot Commissioners and Other Related Purposes

The City Council accepted and approved the individuals nominated to be Ballot Commissioners by the City Clerk for the 2021 Ranson Municipal Election: Becky Briggs, Jerome Sather, and Stacey Pfaltzgraff.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Donnie Haines, Second Ward Council
SECONDER:	Gene Taylor, At-Large Council
AYES:	Cheshire, Haines, Pierson, Taylor, Stroud
ABSENT:	Mike Anderson, Scott Coulter

4. Community Development - Building Official Annual Report

In accordance to Sec. 5-31. (7), the Building Official is to provide an annual report. The Ordinance states July 1st for this report, but we traditionally submit this report at the first of the year because permitting is managed by the calendar year.

Attached are the numbers and below is an outline of activities:

In 2020, the Building Department accepted and processed 914 new permits in 2020. This number does not include the roll-over of permits received or issued from previous years. 914 permits resulted in almost \$44 million of private investment into the City.

The department issued 79 new residential permits (residential, townhouse and apartments) for a total of 114 new residential units and \$16.8 million in private investment within the City. This is a 33% increase in units from 2019 and a 90% increase in investment.

Code Enforcement processed 439 new code cases in 2020 with 86% of these cases being resolved through corrective actions. The Building Official ordered numerous orders to demo in 2020. Of these properties, the City only had to hire a contractor to demolish 3 of these properties. Liens have been paid on all but one of these properties. The other properties were either demolished by the property owner or redeveloped into new housing.

The City processed Rental Registrations for 135 Rental units in the City compared to over 600 in 2019. This is the 3rd year of active enforcement of the Rental Registration Program and 2020 is considered an off year. 2021 shall

include the renewal of the over 600 units certified in 2019. Due to Covid, the Rental Registration inspections were modified to include a landlord interior inspection certification. Landlords now complete a checklist and sign an affidavit confirming compliance to minimum property maintenance requirements. This change has streamlined the application process and provided relief to staff.

In 2021, Community Development will be updating Article 5 to codify the current State Building Code. The Department will also be proposing a change in the Building Fee Structure which has not been updated since 2012. The proposed update will consolidate the fee categories to match surrounding jurisdictions, adjust fees rates to reflect the scope of work and surrounding jurisdiction rates, and increase penalties for work without a permit consistent with Jefferson County.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Cheshire, Haines, Pierson, Taylor, Stroud
ABSENT:	Mike Anderson, Scott Coulter

VII. ADJOURNMENT

Motion was made by Council Member Haines to adjourn into Executive Session to discuss real estate. Motion was seconded by Council Member Cheshire. Motion carried unanimously. Council took a 5-minute recess then reconvened into Executive Session at 7:32 pm to discuss real estate. No action was taken.

The meeting was closed at 7:27 PM

VIII. Executive Session - Real Estate

Keith D. Pierson

Mayor

Stacey A. Pfaltzgraff

City Clerk