



# CITY COUNCIL

~ MINUTES ~

## REGULAR MEETING

312 S. Mildred Street  
Ranson, WV 25438  
[www.cityofransonwv.net](http://www.cityofransonwv.net)

Tuesday, May 15, 2018

7:00 PM

Council Chamber

### I. CALL TO ORDER

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

Attendee Name	Title	Status	Arrived
Keith D. Pierson	Mayor	Present	
Mike Anderson	Third Ward Council	Present	
David Cheshire	At-Large Council	Present	
Scott Coulter	First Ward Council	Present	
Tony Grant	At- Large Council	Present	
Donnie Haines	Second Ward Council	Present	
Jay Watson	At-Large Council	Present	
Andrew Blake	City Manager	Present	
William Roper	Chief of Police	Present	
Stacey Pfaltzgraff	City Clerk	Present	
Edward Erfurt	Asst. City Manager	Present	
Lori Nice	Finance Director	Present	
Debbie McClure	CVB Director	Present	

### II. APPROVAL OF MINUTES

1. City Council - Regular Meeting - May 1, 2018 7:00 PM **Accepted**

### III. CITIZEN'S PRESENTATIONS/PETITIONS

There were no citizens present to speak before Council.

### IV. CITY MANAGER/STAFF REPORTS

Chief of Police William Roper - Chief Roper presented the following report to Council: Staff attended the May 1, 2018, Regular Council meeting; a meeting with a Safe Haven representative to discuss the Memorandum of Understanding for 2018-2019; a Drone demonstration recently presented by the Loudoun County Sheriff's Department for local law enforcement departments to see the benefits of using this type of tool for public safety. The Ranson Police Department is planning to purchase this device in the near future. Chief Roper and Lieutenant Lutman recently attended an 8-hour supervisor's seminar in Morgantown, WV. Every year the department participates in the Drug Take

Back Program. This year once again the program was a huge success. All substances were turned over to the DEA (Drug Enforcement Administration). On May 9 one of the department's sergeants was involved in a vehicular accident. Minor injuries occurred. The incident was reported to the insurance company for review. Ranson police and the Department of Public Works assisted with the 1 mile run Saturday, May 12, 2018, sponsored by local business Two Rivers Treads. Chief Roper reported the event was a success. Every year Ranson Elementary School organizes a Bike to School event. With Ranson Elementary being the only school in Jefferson County, which does not bus students to school, they have the opportunity to schedule this event to encourage bicycle safety and implement gross motor skills. Ranson Police assisted with this event once again and reported the event was a success. Every 2 years the Ranson Police Department schedules a firearm qualifications training. This year's event has been scheduled for Wednesday, May 23, 2018. The department assisted the City's Code Enforcement Officer with a notice of eviction for not having electricity at the residence. The property owner has appealed this decision and has the right to present the case before the Building Code Appeals Board for review. Chief Roper met with the City Manager and attorney to discuss a litigation case. Two new policies for the department were prepared and forwarded to the City attorney for review. Department staff met with Dice Corporation to discuss the operations of the new copy machine. For the past several days Ranson citizens encountered a detour route to continue the flow of traffic, while Norfolk Southern conducted maintenance at the railroad crossing located on North Mildred Street in Ranson. Chief Roper reported the work has been completed and traffic flow will resume as normal. Each quarter the staff reviews the department's Body Worn Camera footage. There were ten different footages reviewed with only 1 comment made. With the recent vacancy of the part-time administrative assistant position at the Ranson Police Department, Captain Roberts and the City Clerk will be conducting interviews May 22-23, after which a decision will be made to fill this position. Chief Roper provided the department's statistic reports for April to Council for review.

City Manager Andy Blake - City Manager Blake presented the following report to Council: The optional pre-bid meeting for Fairfax Boulevard Phase II was held May 15, 2018, at Ranson City Hall. Four contractors attended the meeting. The Civic Center renovations are continuing to move forward. The Public Works Director has been meeting with various vendors, along with staff to discuss, plan, and order supplies for the upgrades. No events will be scheduled in the building after May 30, while the renovations are being completed. The target date for completion is September 15, 2018. The City Manager and City Clerk interviewed the top 4 candidates out of fifty-six May 15 who applied for the Parks & Recreation Director position. After careful review and consideration, the final decision will be made no later than Friday, May 18, 2018, at close of business. The posted position for Accounting Clerk I will officially close Friday,

May 18, 2018, at 5:00 pm. As of May 16, approximately one hundred sixty applications have been submitted for this position. Staff plans to begin reviewing the applications soon, after which interviews will be scheduled for the top 6 candidates. The Community Development Department at Ranson City Hall continues to experience a steady flow of business while providing permits, inspections, and code enforcement throughout Ranson. The City Manager, City Engineer, and Building Code Official will be traveling to Mississippi May 20 to the Rockwool site in preparation for the new facility in Ranson located on 130 acres with the facility covering over 462,000 square feet. The manufacturing facility plans to employ approximately one hundred fifty employees ranging from the management levels to production lines. City Manager Blake prepared a draft sales agreement for property located behind the Kidde Foundry for review.

## **V. COMMUNICATIONS FROM THE MAYOR**

1. 26<sup>th</sup> Annual African American Cultural & Heritage Festival - Application for parade Saturday, August 18, 2018. Mayor Pierson advised the City Clerk to notify JCAACHF Council will be including a vehicle for this event.
2. Special Activity Permit - Hollywood Casino - Brandon Ledbetter requested Council's approval to have a 5k Saturday, September 22, 2018, from 8:30 am until 12:00 pm on 5<sup>th</sup> Avenue. Motion was made by Council Member Cheshire to approve said Special Activity Permit. Motion was seconded by Council Member Watson. Motion carried unanimously.

**VI. COUNCIL BUSINESS**

1. ORDINANCE #2018-306 - 2nd READING and PUBLIC HEARING of an Ordinance Authorizing and Approving the Transfer and Conveyance of the Sewerage Collection and Transportation System of the City of Ranson to the City of Charles Town; Approving and Authorizing a Purchase Agreement By and Between the City of Ranson and the City of Charles Town; Authorizing and Approving the Execution of Certain Documents in Connection with the Transfer and Conveyance; and Setting Forth Other Matters Related Thereto**Approved**
2. Resolution #2018-018 - A Resolution of the City Council of Ranson, West Virginia Approving an Alternate Poll Worker Appointment**Approved**
3. Resolution #2018-019 - A Resolution of the City Council of Ranson, West Virginia Amending the Organizational and Authorized Positions Chart for the Purpose of Adding an Accounting Clerk I**Approved**
4. Resolution #2018-020 - A Resolution of the City Council of Ranson, West Virginia Authorizing an Additional Corporal Position to the Ranson Police Department**Approved**
5. Oath of Office - Corporal Adam C. Watson
6. Resolution #2018-021 - A Resolution of the City Council of Ranson, West Virginia Approving 2018 Street Paving Projects and Bid Documents**Approved**
7. Special Activity Permit - Charles Town Lion's Club**Approved**
8. Special Activity Permit - Breast & Body Health Service**Approved as Amended**

**VII. ADJOURNMENT**

The meeting was closed at 7:31 PM

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Keith D. Pierson  
Mayor

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Stacey A. Dodson Pfaltzgraff  
City Clerk