

**TOWN OF DAVIS  
COUNCIL MEETING MINUTES  
NOVEMBER 9, 2022**

**Meeting: Regular Council Meeting**

**Date: November 9, 2022**

**Place: Davis Town Hall**

**Recorder/Acting Mayor, Jennie Helmick, called the meeting to order at 6:30 p.m.**

Roll- Call: Mayor Al Tomson-via phone, Council Doug Martin, Jeannette Ware, and Jennie Helmick, Recorder.

Absent: Ron Hollis, excused.

Pledge of Allegiance

Guests on the Agenda:

Guests not on the Agenda: Peggy Arnold, Bill Peterson, Jennifer Britt-Parsons Advocate, Judy Cronauer, Nancy Luscombe, John and Pam Wilkes, Joni Felton-Town Clerk, Pam Kosanic, Cheryl Ball, Lori Quattro, Betsy Whitehair, Greg Downing.

**Swearing in New Council Member, Joseph Kosanic, with Oath Office, by Jennie Helmick, Acting Mayor.**

**\*Motion to approve minutes from the Regular Council Meeting of October 26-, 2022, made by Mayor Al Tomson Second by Councilman Doug Martin, all in favor. Motion carried.**

**\*Motion to dispense with the Regular Order of Business to hear from guests made by Mayor Al Tomson, Second by Councilwoman Jeannette Ware, all in favor. Motion carried.**

**Guest Peggy Arnold:** Brought to the attention of Council that the curb area outside the apartments makes it difficult for Senior Citizen pickup and unloading and Ambulance service. **Councilman Doug Martin** said that WVDOH would have to pave the area.

**Guest Bill Peterson:** Asked to "meet" our newest **Councilman Joseph Kosanic**; **Joseph** gave a brief summary of being born in Parsons and raised in Davis, his work history, and his interest in our Town. **Council members** are pleased to welcome him.

**Guest Nancy Luscombe:** asked if there was a window of 2 weeks for additional comments to the **Comprehensive Plan** from the Council/Public Meeting on Nov. 5, 2022. This option was not discussed; no extension for comments was given. **Jennie Helmick, Acting Mayor**, stated that the **Plan Draft** was available in July, 2022, and presented to **Council** and the public on August 25, 2022, allowing ample time for all to read it and comment on the document.

**Ms. Luscombe** said she had one comment which she would email to **Councilwoman Ware** to consider. **Guest Peggy Arnold** stated that she did not have access to a computer.

**Guest Lori Quattro:** asked if any **Council members** read her comments and suggestions. Each **Council** member stated that they had read her submission; **Councilwoman Jeannette Ware** stated she had read her comments repeatedly, noted them on her draft copy, and would discuss them with **Council**.

**Guest Cheryl Ball:** thanked the ladies in the **Town Office** for announcing papers that were being distributed to remind **Town** Citizens of the **Council/Comprehensive Plan Public Meeting**. **Cheryl Ball** and **Town** resident **Judy Burgbacher** distributed the papers throughout the **Town** and **Jennie- Helmick, Acting Mayor**, thanked the two ladies for their service to the **Town**.

**Guest Pam Kosanic:** said the **CallMultiplier System** is very informative and a good thing.

**Guest Betsy Whitehair:** asked if the situation concerning the flowerbox and parking on Kent Avenue had been addressed by **Mayor Al Tomson**. **The Mayor** stated he had not addressed it at that time, but would do so upon his return.

**\*Motion to return to regular order of business made by Councilwoman Jeannette Ware, Second by Councilman Doug Martin, all in favor. Motion carried.**

**Committee Reports:**

**Finance:** **Acting Mayor Jennie Helmick** presented Accounts Payable.

**\*Motion to pay bills made by Councilman Joseph Kosanic, Second by Councilman Doug Martin, all in favor. Motion carried.**

**Sewer Project:** **Mayor Al Tomson** stated the project is continuing and moving forward rapidly. He also discussed the sewer leak at the Industrial Park. An Emergency Grant has been secured for \$191,000 to repair the issue. **John Robeson, Attorney**, will be contacted to begin Easement documents for Right-of-Way. **Tucker County Development Authority** had an emergency meeting to approve the Right-of-Way along the road and Industrial Park to install the pipe.

**Councilman Doug Martin** reported that he and **Water/Sewer Operator Mark Burns** have gotten prices of supplies. The majority of supplies will be in before a contractor is selected. They have contacted Foster and there is a 3–4-week delay. An invoice will be issued and a manhole will be ordered by the **Town**.

**RK&K** is reaching out for contractors.

**Streets, Alleyways, and Waterworks:**

A list of jobs performed by **Town Employees** and Update Report from **Water/Sewer Operator Mark Burns** was in **Mayor's and Council's** folders which includes the emergency leak at the **Industrial Park**. These reports are posted on the **Town's** website with the Minutes.

**Personnel:** None

**Ordinance/Resolutions:** None.

**Cemetery:** **Councilwoman Jeannette Ware** stated the survey has not been received; land acquisition cannot progress without the proper paperwork. She asked the **Town Clerk, Joni Felton**, if a bill had been received from Shaffer Tree Services; none has been received yet. **Cemetery- Committee** members will begin researching ownership of plots/gravestones.

**Parks and Recreation:** **Parks Board Member Joni Felton** reported:

- **Ballpark**-not too much to report
- the bathrooms at the **Ballpark** have been closed. State Police are to check the park areas as they patrol.
- On November 30, the **Community Center** will begin Basketball from 6-8 p.m. on Wednesdays.
- The idea of an Arboretum is being considered for **Davis Riverfront Park** with the planting of trees; donations would be appreciated. Informative Signs for each tree will be installed.
- Pickle Ball at the **Community Center**; waiting for grant information
- Cameras need to be installed at the **Community Center** to protect playground and ballcourt from vandalism. Vandals have marked the playground equipment.
- **P&R President Councilman Doug Martin**, suggested Wi-Fi being installed in **Community Center**. It would allow students to use the center as a remote learning facility during school closings, etc.
- Possible addition of electricity at the **Davis Riverfront Park** for lighting and other events.
- **Saturday, December 3, 2022: Activities for Christmas in the Mountains Event which include:**
  - Christmas Parade @ 4 p.m.
  - At 5:30 at the Davis Volunteer Fire Dept. Hall/Open House
    - Kids Crafts
    - Santa and Mrs. Claus visit
    - Christmas tree lighting/tree is being donated by Robbie and Tina Hull
    - Cookies and hot cocoa
    - Festival of Trees: decorate a tree at DVFD; donation of 4-9 ft. trees is appreciated
    - Middle school students and Businesses will be involved.
    - Themes for trees will be determined by Elementary students
    - Photo op with Santa or trees

**Volunteers to help are welcome.**

- **House/Yard Decorating Contest is open to all within the Community. ALL can participate; no need to register. Winners will be picked in various categories.**

**Planning Commission:** **Councilperson Jeannette Ware** and **Planning Commission Member Judy Cronauer** reported that the **Council Public Meeting** was held on Saturday, Nov. 5, 2022 and was adequately attended (50-60 persons). Several people had not read the Comprehensive Plan even though it has been available on several sites and copies were at the **Town Hall**. **Mayor Al Tomson** stated there were three options: accept, reject, or be modified from results of Town Meeting and Council. A working session for **Council and Planning Commission** was tentatively scheduled for Wed., Nov. 16, at 4:30 pm to give ample time to publish the meeting. **Planning Commission** met on Monday, Nov. 7, 2022, for their regular monthly meeting. They could not make any decisions until **Council** had determined their possible Amendments. **Judy Cronauer, Planning Commission member**, stated that the **Comprehensive Plan** was now in the hands of the Council.

**\*Mayor Al Tomson made a Motion to ask the Planning Commission to amend the current Comprehensive Plan according to Council's recommendations within one week; Second by Councilman Doug Martin, all in favor. Motion carried.** A final decision is to be made within 90 days.

**Councilwoman Jeannette Ware** suggested that **Council and Planning Commission** have a working session-if there are any last-minute changes/to polish up the document. It would be an Open Meeting that would be advertised. She also suggested that if we have an audience, that there be no discussion/participation permitted from them.

**Mayor Al Tomson agreed.** It was agreed that **Council and Planning Commission** to meet on Wed. Nov. 16, at 4:30 p.m. at Town Hall; Agenda: to finalize the **Comprehensive Plan**.

**Old Business:** None.

**New Business:** **Councilwoman Charlotte Wales** submitted a letter of resignation from her position on **Council**.

**\*Motion to accept her resignation from Council was made by Mayor Al Tomson, second by Councilman Doug Martin, all in favor. Motion carried.**

There is a **Vacancy on Town Council**. If a **Town** resident is interested in the position, please contact **Town Hall** and place his/her name on the list to be considered. The Councilperson **will serve** from the date of their swearing-in through **June 30, 2023**. One-year residency is required.

**Councilwoman Jeannette Ware** was made aware that Reduced speed signs in children play areas have been removed from WVDOH posts upon receiving complaints from Town residents to Charleston. The **Town** will repost the signs on posts furnished by the **Town** to ensure the safety of our children. **Councilwoman Ware** suggested 15 mph signs in children play areas, but all agreed that **WVDOH** would not allow this action. 7<sup>th</sup> Street annex is owned by the **Town**; it is not under the direction of WVDOH. **Councilman Doug Martin** suggested that the **Town** order posts and 15 mph signs. Residents once again mentioned the "U-Turns" on William Avenue and at several residential intersections and speeding.

**Police presence** was addressed. At the **Council Public Meeting** on Nov. 5, 2022, residents were shocked to hear the **Tucker County Commission** had voted against our request for an off-duty Deputy, paid by the **Town**. **Council and interested Town Residents** will attend the **Tucker County Commission** meeting, voice their need, and reiterate the **Town's proposal to hire an off-duty deputy**. We will address this in January.

**Building Permits:** PETER JOHNSON, 2 RIVERWALK PLACE, NEW HOME

Upon receiving the required waiver and notarization, all papers have been completed for **Mr. Johnson's** application.

**\*Motion to approve made by Councilwoman Jeannette Ware, Second by Mayor Al Tomson, all in favor. Motion carried.**

**Councilman Doug Martin and Mayor Al Tomson** discussed and are awaiting a quote for a "hot tap" to Pete Johnson's Riverwalk Development which also depends on weather. **Councilman Martin** stated that a valve (pig, etc.) will be placed and stop at the road in the area. **Water/Sewer Operator Mark Burns** has requested and gotten a quote from Citco to do the "hot tap". This will relieve the Town's responsibility of the installation.

**Business License: None.**

**Correspondence: None.**

All Council Business had been completed, except discussion of **Employee Christmas bonuses** and **Adjournment**. To allow **Mayor Al Tomson** to further participate, via phone, the audience was thanked for attending and asked to leave. **Councilman Doug Martin** thanked **Guest Bill Peterson** for helping the **Council**.

**\*Councilwoman Jeannette Ware** made a motion to go into Executive Session, Second by **Councilman Doug Martin**, all in favor. Motion carried.

**\*Motion to return to regular order of business** made by **Councilman Doug Martin**, Second by **Councilman Joseph Kosanic**; all in favor. Motion carried.


**\*Motion to approve Christmas Bonus for Employees** made by **Councilman Doug Martin**, Second by **Councilman Joseph Kosanic**, all in favor. Motion carried.


**\*Motion to Adjourn:** made by **Acting Mayor/Recorder Jennie Helmick**, Second by **Councilwoman Jeannette Ware**, all in favor. Motion carried. Time of adjournment was 7:28 p.m.

Date of approval: 12/14/2022

As read: \_\_\_\_\_

As corrected: \_\_\_\_\_

  
acting Alan Tomson, Mayor

  
acting Jennie Helmick, Recorder

# JOBS PERFORMED BY SHOP STAFF 11/08/2022 to 12/09/2022

## TUESDAY NOVEMBER 8TH

RESIDENTIAL GARBAGE SERVICE  
COMMERCIAL, TUSCAN RIDGE & ALL PARK FACILITIES GARBAGE SERVICE  
SEWER & LIFT STATION READINGS  
CLEAN BAR SCREEN  
TAKE SAMPLES TO PARSONS

## WEDNESDAY NOVEMBER 9TH

FIXED DITCH AND GOT DIRT PILE ON 8TH STREET  
FIXED DOE ALLEY  
SCRAPED GRAVEL OFF OF 5TH STREET  
FIXED ALLEY BELOW LOWER GARAGE  
WASHED F450 OFF  
HELPED SET UP FOR COUNCIL MEETING

## THURSDAY NOVEMBER 10TH

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE  
TURNED WATER SERVICE OFF AT PENDLETONHEIM, BLACKWATER AVENUE  
SEWER & LIFT STATION READINGS  
DELIVERED DELINQUENT NOTICES  
PICKED UP CHRISTMAS TREES

## FRIDAY NOVEMBER 11TH

CLOSED-VETERANS HOLIDAY

## MONDAY NOVEMBER 14TH

COMMERCIAL, TUSCAN RIDGE & ALL PARK FACILITIES GARBAGE SERVICE  
TOOK DOWN VETERANS BANNERS  
PUT UP TOWN CHRISTMAS LIGHTS  
TURN WATER SERVICE OFF ON 8TH STREET

## TUESDAY NOVEMBER 15TH

RESIDENTIAL GARBAGE SERVICE  
USED PUC SOFTWARE ON METER AT 214 KENT AVENUE FOR WATER LEAK

## WEDNESDAY NOVEMBER 16TH

CUT DOWN CHRISTMAS TREE AND PUT AT TOWN HALL  
DECORATED CHRISTMAS TREE AT TOWN HALL  
GOT TIRES FOR WHITE CHEVY

## THURSDAY NOVEMBER 17TH

TURNED WATER SERVICE OFF ON DOE ALLEY  
TURNED WATER SERVICE OFF ON KENT AVENUE  
CLEAN CHEVY TRUCK  
CLEANED BATHROOM IN GARAGE

## FRIDAY NOVEMBER 18TH

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE  
PUT EXTRA GARBAGE CAN FROM PARK IN FRONT OF WILD GINGER & SPICE  
WASHED RANGER SIDE BY SIDE

## MONDAY NOVEMBER 21ST

COMMERCIAL, TUSCAN RIDGE & ALL PARK FACILITIES GARBAGE SERVICE  
TURNED WATER SERVICE OFF AT 231 THOMAS AVENUE, KENT AVENUE & LINWOOD  
USED PUC SOFTWARE ON METER AT 774 WILLIAM AVENUE FOR LEAK

## TUESDAY NOVEMBER 22ND

RESIDENTIAL GARBAGE SERVICE  
USED LEAF BLOWER TO CLEAN AREA UP IN FRONT OF TOWN HALL FROM CHRISTMAS TREE  
TOOK TRASH CANS FROM LEAF PEEPER FESTIVAL TO CEMETERY BUILDING TO STORE  
PUT DECORATIONS ON CHRISTMAS TREE  
DRILLED HOLES INTO ORNAMENTS FOR GARLAND FOR CHRISTMAS IN THE MOUNTAINS EVENT

## WEDNESDAY NOVEMBER 23RD

SET UP MANGER SCENE IN FRONT OF TOWN HALL  
CLEANED SHOP  
CHECKED WATER SERVICE AT BLACKWATER BIKES  
TOOK DOWN SPEED LIMIT SIGNS FOR WINTER

**THURSDAY NOVEMBER 24TH**

CLOSED-THANKSGIVING HOLIDAY

**FRIDAY NOVEMBER 25TH**

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE  
TOOK BLACK DUMP TO 645 HENRY AVENUE & TURNED WATER SERVICE ON  
TOOK DECORATIONS & CHRISTMAS TREES TO DVFD FOR CHRISTMAS IN THE MOUNTAINS EVENT  
STARTED READING WATER METERS

**MONDAY NOVEMBER 28TH**

COMMERCIAL, TUSCAN RIDGE & ALL PARK FACILITIES GARBAGE SERVICE  
READ WATER METERS  
USED PUC SOFTWARE ON WATER METER AT 623 BLACKWATER AVENUE

**TUESDAY NOVEMBER 29TH**

RESIDENTIAL GARBAGE SERVICE  
HELPED DECORATE TOWN HALL & FIREHALL FOR CHRISTMAS IN THE MOUNTAINS EVENT  
FIXED METER LID ON METER ON HENRY AVENUE

**WEDNESDAY NOVEMBER 30TH**

UNLOADED PIPE FOR LIFT STATION AT INDUSTRIAL PARK AND SUPPLIES DOWN AT LOWER YARD  
USED PUC SOFTWARE ON WATER METER AT 410 WILLIAM AVENUE FOR LEAK  
TOOK PADS OFF OF BASKETBALL HOOPS AT COMMUNITY CENTER  
PICKED UP BUCKETS AT SEWER POND  
MOVED BRANCHES OUT OF THE ROAD GOING TO WATER TANK  
HUNG DECORATIONS AT TOWN HALL

**THURSDAY DECEMBER 1ST**

SEWER POND & LIFT STATIONS READINGS  
CLEANED BAR SCREEN  
MISS UTILITIES  
USED PUC SOFTWARE ON WATER METER AT 327 THOMAS AVENUE FOR WATER LEAK  
MOVED CHRISTMAS TREE BOXES AND TRASH FROM DVFD  
CHECKED FOR LEAK AT 410 WILLIAM AVENUE  
WORKED ON STOVE IN COUNCIL ROOM AT TOWN HALL

**FRIDAY DECEMBER 2ND**

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE  
HELPED MIX CHEMICALS AT WATER PLANT  
PICKED UP TRASH AT DVFD  
GOT HAY BALES  
PUT TRAFFIC CONES IN FRONT OF TOWN HALL

**MONDAY DECEMBER 5TH**

COMMERCIAL, TUSCAN RIDGE & ALL PARK FACILITIES GARBAGE SERVICE  
FIXED THREADS ON FIRE HYDRANT THAT FROZE AND BUSTED  
CHECKED CSO'S  
CLEANED OUT RANGER SIDE BY SIDE  
CHECKED WATER SERVICE AT 327 THOMAS AVENUE

**TUESDAY DECEMBER 6TH**

RESIDENTIAL GARBAGE SERVICE  
TURNED WATER SERVICE OFF AT PENDLETONHEIM #30  
CHECKED LIFT STATIONS & CSO'S

**WEDNESDAY DECEMBER 7TH**

SEWER POND READINGS  
CLEANED BAR SCREEN  
TURNED WATER SERVICE OFF AT #2 298 PENDLETON RUN RD  
CHECKED METER AT 774 WILLIAM AVENUE  
TURNED WATER SERVICE OFF AT PENDLETONHEIM #30  
TOOK DOWN CHRISTMAS TREES & DECORATIONS AT DVFD AND TOOK TO COMMUNITY CENTER

**THURSDAY DECEMBER 8TH**

SWEPT AND MOPPED FLOOR AT DVFD  
CLEANED DVFD FROM CHRISTMAS IN THE MOUNAINS EVENT  
TOOK MORE DECORATIONS TO COMMUNITY CENTER FROM DVFD  
PICKED UP TRASH FROM DVFD

**FRIDAY DECEMBER 9TH**

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE  
PICKED UP TRASH BEHIND GARAGE  
CLEANED OUT MINI TRUCK

# WATER & SEWER REPORT

December 12, 2022

## Water

Building repairs: Scott Filler will be back when he has a week of warmer weather to do the blocks.

Cat walk: Steve Dixon got the catwalk in. It isn't what I told him that we wanted so he is going to add another section to correct this. I have not heard from him since he came back and measured.

Tank Cleaning: There is a new contract to be signed for Liquid Engineering. They had to raise the quote and once the contract is signed, they will schedule the cleaning.

Lead and copper: new sampling sites were submitted to health department and they approved the sites and everything on the 2023 round is complete and ready to sample when the time comes.

There will be on site visits to conduct swabbing and visual inspections of lines on the customers side for the October 2024 deadline. Tina is working on the spread sheet, compiled from the surveys that we received, this will tell us who we need to set appointments with.

PFOS/PFAS: Nothing new on that yet. He said it would be a few months before we heard from the second set of samples.

Hot Tap: I got a quote on a hot tap for Pete and Eric to tie the 6-inch extension into the 10 main on William Avenue. Doug forwarded on to them. Doug, Jay and I discussed this and this is the best way to make this tap and if all goes well, we will not have to shut any lines down.

## Sewer

BIG LEAK at the industrial park: Doug Martin, myself, RK&K, and two of the three contractors that bid on the project met for a bid opening on December 8, 2022. All bids received were opened and read aloud, and made sure proper documents was provided. The low bid of \$135,100.00 was from Blue Ridge Construction Group, Inc. The total cost for the repairs will be \$191,000.00. There are still some back ordered items out that are needed to begin, as soon as the funding agency approves the bids and the back ordered items are received, they will begin work.

If anyone has any questions, please feel free to contact me. Thanks Mark aka Digger