TOWN OF DAVIS
COUNCIL MEETING MINUTES
AUGUST 9th, 2023

Meeting: Regular Council Meeting
Date: August 9th, 2023
Place: Davis Town Hall

Mayor Al Tomson called the meeting to order at 6:30 p.m.

Roll Call by *Acting Recorder Jeannette Ware:* Mayor Al Tomson, Councilmembers: Jess Tucker, Doug Martin, Chuck Wood, Jennie Helmick, Jeannette Ware.

Absent: Bob North (Excused)

***Motion to approve minutes from Regular Council Meeting July 26, 2023 made by *Councilwoman Jennie Helmick,* Second by *Councilman Chuck Wood,* all in favor. Motion carried.**

***Motion to dispense with the Regular Order of Business to hear from Guests made by *Councilwoman Jeannette Ware,* Second by *Councilman Doug Martin,* all in favor. Motion carried.**

Guest Robin McClintock: Stated that gravel and a dumpster is on her lot-not her supplies; problem occurred with her worker and then received an email from adjacent HOA owner that the action was Trespassing. Ms. McClintock must give 24-hr. notice according to the email. Her attorney said that Ms. McClintock's deed states that her business group has access to the property.
Leaf Peepers activities usually use her parking area. Ms. McClintock stated all equipment/construction items will clear out prior to the event.
Ms. McClintock stated that an Outdoor power Box will be installed; needed for these events (RV boxes with 20-30-50 Amps). Additional information is under Building Permit section of these minutes.
Councilwoman Jeannette Ware asked if original plans for the building were continuing and to explain her plans for additional parking. Ms. McClintock stated that the former Shop 'n Save vegetable area/lean-to will be removed, allowing for parking and the roof will be replaced. ***Councilwoman Jennie Helmick*** asked about the property lines. The property extends to the further telephone/power pole.

***Motion to return to Regular Order of Business made by *Councilman Doug Martin,* Second by *Councilman Jess Tucker,* all in favor. Motion carried.**

COMMITTEE REPORTS:

FINANCE: ***Mayor Tomson*** presented the **Accounts Payable.**

***Motion to approve payment of bills made by *Councilwoman Jennie Helmick,* second by *Councilman Jess Tucker,* all in favor. Motion carried.**
Revenue Fund Budget tabled by ***Mayor Tomson.*** Water Account was approximately $25,000 in the red; Revenue Account was approximately $120,000 in the black.
Clerk Joni Felton *stated* that $49,000 was received from the Insurance Co. for damage to Water Plant; $11,000 will be received upon completion. A question exists as to whether Actuators were/were not present when done. ***Councilman Doug Martin*** is almost certain that Insurance Adjuster took pictures.

Recorder Signature for Bank Accounts:
***Motion to approve Robert North, Recorder, to sign checks, made by *Mayor Al Tomson,* Seconded by *Councilman Chuck Wood,* all in favor. Motion carried.**

STREETS, ALLEYS, AND WATERWORKS:
Jobs performed by shop **Employees** and Update on Water Report by **Water Operator Jay Kennard** placed in Councilmembers' folders.

ORDINANCES/RESOLUTIONS: None.

CEMETERY:
Councilperson Jeannette Ware reported:

- Asked Town has heard anything from Western Pocohontas on additional land request. ***Mayor Tomson*** stated there had been nothing new.

- Several Shrubs/trees need to be addressed.
- Signage for Rt. 32 Directions to Davis Cemetery is on hold.
- Committee is searching for Deed and Historical Significance of Cemetery
- We are beginning to get contact info of owners of gravesites to reset/level gravestones.
- We will attempt to raise Veteran Military Plaques to ground level.
- Cemetery Committee Member **Tina Wood** located an Ordinance pertaining to Cemetery maintenance, etc. (Dated 4/1947) Members of the Committee were given copies of the original Ordinance. We will update it and present it to Town Council for adoption.

PARKS AND RECREATION:
P&R Member Joni Felton reported that plans were ongoing for memorial for Kimmie Clements.
The "Revenge of the Rattlesnake" is scheduled for August 20, 2023.
"Riverfront Ramblers" team of walkers is signed up for "Run for It". $5000 has been received from Donor Lynda Kerzic G. Lessek in support.
The Concession Stand at The Boulder Park has been enclosed. Gravel is needed and the road needs to be finished. Storage Building is to be placed.
The concrete ramp needs to be leveled out due to excess gravel.

PLANNING COMMISSION:
Zoning Ordinance-Committee Member **Judy Cronauer** reported:
Meeting (August 7, 2023) was very lengthy, going over the entire Ordinance with those in attendance. A list of changes will be generated; will send it to Committee members to review; our next Planning Commission meeting will be Monday, August 28, 2023, due to Labor Day being on our usual scheduled date.

BUILDING COMMISSION: None

OLD BUSINESS: RK&K
Mayor Tomson reported that the Town's Engineer will now be ~~Thrasher~~ Engineering.
Water Improvement System: preliminary engineering reports are being done.
Service Water Study Project: Jim Marshall is researching assistance from IJDC to eliminate lead pipes from our system.

Mayor Tomson **reiterated the Motion of the importance of persons, applying for Business Licenses, to appear before Town Council to introduce themselves and indicate their plans prior to being approved.** ***Councilwoman Jennie Helmick*** **seconded the motion, all in favor. Motion carried.**

NEW BUSINESS:
Lower Lot- ***Councilman Chuck Wood*** suggested:
centralizing everything/equipment from current Town garage to the Lower Lot garage, citing the danger in pulling/backing out onto William Avenue/Rt. 32 from current Town garage due to traffic. Town is growing and is busier than ever. Expansion of neighboring businesses leaves no room and construction in the area makes it dangerous. Have outgrown current garage area, no room for Town equipment and nowhere for employees to park. Current garage could be used for storage from Town Hall and any overflow of supplies. Citgo Water has issues delivering to current garage. The breakroom should be just that: a breakroom, not a garage-Temperature Controlled. Fuel tanks could be moved to the Lower Lot. Lower Lot would provide for expansion and everything would be fenced in under lock and key.
Discussion followed: ***Councilwoman Jennie Helmick*** reminded ***Council*** that we get free gas at the Town Garage. Deliveries might be difficult. ***Councilman Doug Martin*** doesn't think current Town Garage is a problem. A ceiling would have to go in; insulation and gas for expansion at Lower Lot-would be costly.

Discussion was held concerning Vac Truck and its use during winter issues, ***Councilman Martin*** stated that Lower Lot building needs insulated and gas for Vac truck for winter.

Discussion was held about no more dumping of debris at the Lower Lot; exception is DOH. Gate is to be locked. ***Councilman Martin*** leveled most of the debris. ***Councilman Wood*** stated-unfortunately some of the debris leveled from DOH was needed to use for Sewer Pond Road repairs, now will have to purchase.

BUILDING PERMIT:
FFRM/Robin McClintock spokesperson: (Old SnS Building Property) 533 William Avenue-updated Drawings/Permit
Specifics were mentioned during the discussion of the detailed drawings:
Increased parking; sidewalk will be ramped

Inside 2 storefronts facing William Avenue
3 smaller storefronts/along walkway
3 retails with restaurant in the back
Creating a Firewall between the areas: (over 7,000 sq. ft. require Sprinkler system)
Spaces in rear of building toward river. One tenant could have all area.
Pop-up events could be held within the building/property.
There was water damage to the roof; should be replaced in September, at least before snow.
Tenants in February. Electricity and plumbing to be installed; storage may be in rear downstairs.
Councilman Doug Martin asked what businesses would be considered: restaurants, health care, offices.
Discussion of existing handicap ramp at side of Town Hall followed.
***Motion to approve FFRM/(Old SnS Building Property) 533 William Avenue was made by *Councilman Chuck Wood,* Seconded by *Councilman Jess Tucker,* all in favor. Motion carried.**

BUSINESS LICENSE: None

CORRESPONDENCE: None

Guests were invited to stay as Town Council was going into Executive Session to discuss Property and Personnel and would be returning back to regular meeting after Executive Session.

EXECUTIVE SESSION:
****Councilwoman Jennie Helmick* moved to go into Executive Session at 7:12 p.m., Seconded by *Councilman Doug Martin,* all in favor. Motion carried.**

****Councilwoman Jeannette Ware* moved to return to Regular Order of Business from Executive Session at 7:35 p.m., Seconded by *Councilwoman Jennie Helmick,* all in favor. Motion carried. No decisions were made.**

ADJOURNMENT:
***Motion to adjourn made by *Councilwoman Jeannette Ware,* Seconded by *Councilman Chuck Wood,* All in favor. Motion carried. Meeting adjourned at 7:36 p.m.**

Date of approval 8/23/2023
As read
As corrected ✓

Alan Tomson, Mayor

Robert T. North
Robert North, Recorder

JOBS PERFORMED BY SHOP STAFF 08/07/2023 to 08/18/2023

MONDAY August 7th

COMMERCIAL, TUSCAN RIDGE, ALL PARK FACILITIES GARBAGE SERVICE
Purchased supplies for garage & baseball field.
Obtained sewer & lift station reads, cleaned bar screen
Dumped truck for resident at Landfill
Drug ballfield and located pitchers mound marker
Poured additional (3) bases for ball field.

TUESDAY Augst 8th

RESIDENTIAL GARBAGE SERVICE
Obtained reads for the Sewer pond and both lift stations
Cleaned bar screen and treated lagoon.

WEDNESDAY August 9th

Washed sxs, cleaned windshield of dumptruck
Checked Cemetery garbage cans
Swept gravel out of intersections in Town
Worked with Mark Burns on learning Sewer samples & EDMR Paperwork
Programmed Water Meter
Cleaned bar screen and obtained reads at Sewer Pond & both Lift Stations
Changed broken valve on Vac Truck

THURSDAY August 10th

Attempted to burn brush- heavy rain did not allow to finish
Continued to clean out garage
Gathered reads at Sewer Pond & both lift stations
Took basketball post pads to Community Center

FRIDAY August 11th

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE
Obtained Sewer & both lift stations reads
Cleaned bar screen
Treated Lagoon
Used Vac Truck in Tuscan Ridge to assist Construction Crew with their project

MONDAY August 14th

COMMERCIAL, TUSCAN RIDGE, ALL PARK FACILITIES GARBAGE SERVICE
Weedeated ditches & hydrants throughout Town
Removed bush from Cemetery and replanted at River Front Park
Obtained Sewer & Lift Stations reads
Cleaned bar screen
Removed excess gravel from influent chamber
Completed 2 Miss Utilities for Gas Company
Cleaned refrigerator at garage

TUESDAY August 15th

RESIDENTIAL GARBAGE SERVICE
Dropped off SXS for service
Ran garbage truck to clean filter
Rinsed off garbage truck
Checked resident meter who had leak concerns
Obtained reads at Sewer Lagoon and both lift stations
Cleaned bar screen
Treated Lagoon
Picked up SXS

WEDNESDAY August 16th

Took F-450 to Elkins Fordland for service
Weedeated multiple ditches throughout Town
Statrted clean-up on Ford Explorer
Put lugs on black dumptruck
Obtained reads from Sewer Pond & both lift stations
Cleaned bar screen
Weedeated around more fire hydrants

Used Puc software for two residents
Trimmed back some limbs on Dibacco Drive & around Town

THURSDAY August 17th

Obtained reads at Sewer pond & both lift stations
Cleaned bar screen
Drug infield at ballfield
Cut brush at Cemetery
Burned brush at Lower Lot

FRIDAY August 18th

COMMERCIAL & ALL PARK FACILITIES GARBAGE SERVICE
Obtained Sewer and both lift station reads
Treated Lagoon
Cleaned bar screen
Completed multiple Miss Utilities
Found leak in dumptruck tire
Finished detailing inside of Ford Explorer

WATER REPORT

8/21/2023

Building repairs: Still waiting on the quote

Tank Cleaning: tank was cleaned Monday June the 5 2023. Still waiting on the final report

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.

HACH: was here 8/2/23 and serviced the equipment

Roger hull: still waiting on the new gate at the backwash pond.

Roberts filters: having problems with filter to waste valve and the number 1 filter backwash valve and also the filter 2 influent valve waiting on André to find out what they are going to do to fix the problem.

Tom Michaels: Scott says we have to replace the heater in the basement due to it still not working. Scott was here with the Roberts filter tech.