

January 18, 2018

Town of Eleanor  
PO. Box 185  
Eleanor, WV 25070

A regular meeting of the town council of the Town of Eleanor was held at 7:30 PM.

Present: Councilman K. Childers  
Councilman J. McLane  
Councilwoman T. Harmon  
Councilman J. Tolley, Jr.  
Councilman C. Clendenin

Absent: Mayor W. F. Halstead  
Recorder L. S. Casto

Visitors: Jan Williams, Tim Saulton, Jim Moore, & Martha Fisch.

The meeting began with the Pledge of Allegiance to the Flag.

Councilman Kevin Childers began the meeting by explaining that both the Mayor and Recorder were going to be absent. Recorder Casto has been ill for several days and will not be able to attend. Councilman Childers added that councils' thoughts and prayers are with Mayor Halstead and his family at this difficult time.

Councilman Childers explained that this is a unique situation for our town council. He stated that Councilman C. Clendenin looked up the information to ensure that council could continue to hold the meeting in both the absence of the Mayor and Recorder. He explained that in Article 9 of the WV Code "Proceedings of Governing Bodies" allows council to hold a meeting in such scenario. He read, "the governing body of every municipality shall be presided over at its meetings by the mayor, or, in his absence, by the recorder, or, in the absence of both the mayor and the recorder, by one of its members selected by a majority of the members of the governing body present." With that said, prior the meeting council unanimously agreed to have Councilman Childers conduct the meeting. C. Clendenin will record the minutes of the meeting.

The minutes of the previous meeting was approved as presented on a motion by J. McLane, 2<sup>nd</sup> by T. Harmon and carried.

The liability forecast was approved for payment on a motion by J. Tolley, Jr., 2<sup>nd</sup> by J. McLane and carried.

-During the discussion of the liability forecast, J. Tolley, Jr. asked a question on the Cardmember service purchases that were equal amounts of \$400, \$400, \$300 and the one for \$1002.26. A request was made for the actual statement to be included with the liability forecast so we can review what these actual purchases are. He added that there is no suspected misuse, just that more information is needed for council review when discussing the liability

forecast. K. Childers added the same request for the Lowe's payment, he believes it may be road salt, but we are unable to know for sure.

Sewer/ K. Childers and J. McLane reported on the Sewer Board Meeting. The final punch list items for the Sewer Project to Nutmeg/Maple Street are being completed. Dunn Engineering was given the go-ahead during the meeting to proceed with the planning stage of the next phase of the projects.

Parks/ Parks have not met since the last meeting. T. Harmon did report that an ad was placed for the pool manager position. The next Park Meeting is February 5<sup>th</sup> at 7:00pm.

Streets/ C. Clendenin and K. Childers reported on their street repair list in Cedar Hill. The list includes the remaining items from the previous work that originally started in 2016. At the next Council Meeting the list will be presented and the Street Committee will request that we begin the bid process to address these issues.

Police/ Police have not met since the last meeting. Their meeting in December was canceled due to the holidays. C. Clendenin requested that they present the Police Stats from the previous months. K. Childers and J. Tolley both said that Chief Landis is aware that these are needed and that they will be presented at our next meeting.

Action on Petitions/ -0-

Enactment of Ordinance / -0-

Filling Vacancies in positions of Officers & Employees/ -0-

Miscellaneous and Unfinished Business/

-C. Clendenin and J. Tolley announced that the website training will take place tomorrow from 9am-11am at the town hall. T. Harmon and J. Tolley are both going to be present along with office staff.

-T. Harmon announced that pictures for the new webpage will be delayed until the next meeting.

-The Eleanor Explorers would like to use the room above the fire station (Room C) with fee waived every 2<sup>nd</sup> Monday each month for the first quarter of 2018. In addition, to those dates, the fee waiver request for Saturday February 17<sup>th</sup> for the Putnam County 4-H Leaders Association for Room C for a Game/Party night. Both requests were approved together on a motion by C. Clendenin, 2<sup>nd</sup> by J. Tolley and carried.

-The Buffalo High School Wrestling Coach, Cliff Parsons, submitted a letter requesting a donation to help the team pay for officials, mat tape, team trophies and concessions. Council agreed to continue our normal standard of requesting receipts for any donation for purchases up to \$150 to be brought back to council. Council voted to donate \$150 to the wrestling team per their request once the receipts are turned in on a motion by J. Tolley, 2<sup>nd</sup> by T. Harmon and carried.

-A question was asked about the Little Caesars "food truck" if they were paying B&O. The information was not known at the time of the meeting, but a note will be taken for council to receive the answer.

-Jan Williams asked about if the street repairs should be done prior to drainage issues that were also reported in the streets discussion. The drainage will also be looked at, K. Childers and C. Clendenin added that during their walkthrough that they discussed several areas in which the Storm Water Board will need to come look at and help develop a plan.

No further business to come before the council at this time, the meeting was adjourned at 8:07pm.

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Mayor

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Recorder