

- I. Call to Order**
- II. Roll Call**
- III. Pledge of Allegiance**
- IV. Reading and Approval of Minutes**
 - [A.](#) Regular Meeting of March 4th, 2024
- V. Treasurer’s Report**
 - [A.](#) Account Balances
 - [B.](#) Approval of Expenditures
- VI. Delegations**
 - [A.](#) Jamie Lima - Marshall June Harless Center
 - [B.](#) Debby Hibbard - Recovery House
- VII. Mayor’s Comments**
 - [A.](#) Special Levy Election Results
 - B.** Hubbard Heights Sewer
- VIII. Old Business**
- IX. New Business**
 - [A.](#) Police Department Portable Radio Request
 - B.** Wellness Center Roof Replacement
 - C.** Parking 200 Block West 2nd St
- X. Other Reports**
 - [A.](#) Police Report
 - B.** Maintenance Report
 - [C.](#) WV Ethics Newsletter
- XI. Adjournment**



**March 4, 2024 Town Council
Meeting (Regular) Minutes**
City Hall, Council Chambers – 700 B Street
Ceredo, West Virginia 25507

The Town of Ceredo Town Council met in regular session on Monday, February 5th, 2024, at Ceredo Town Hall. The Mayor, Paul A. Billups, called the meeting to order at 6:30 p.m. Those present included the Mayor, Paul A. Billups, and Councilmen Steve Diamond, Ron Jarrell, Oscar Adkins, Joe Ratcliff, Robert Leslie was absent due to family emergency.

Reading and Approval of the Minutes

The Mayor asked if Council had any additions or corrections to the minutes of the February 5th, 2024, Regular Session. None being heard and on a motion by Steve Diamond and a second by Oscar Adkins, Council voted to accept the January 8th, 2024 Regular Session minutes as presented. All were in favor, motion passed.

Treasurer's Report

Mayor, Paul Billups, presented Council with the account balances for each account and the expenditures for February 2024. The Mayor asked if Council had any questions on the Treasurer's Report. None being heard, on a motion by Oscar Adkins and a second by Steve Diamond, Council voted to accept the Treasurer's report for February 2024 as presented. All were in favor, and the motion carried.

Ceredo Volunteer Fire Department EMS

Chief Rob Robson of the Ceredo Volunteer Fire Department addressed Council regarding the status of EMS service in Wayne County and the proposed EMS Levy that will be on the May, 2024 primary ballot. Wayne County Commissioner Jeff Maddox took part in the explanation for council, providing details on increased funding for local fire departments as well as increased ambulance service for the county.

Special Levy Election

Matt Myles, maintenance foreman, addressed council concerning the Jordan Branch Pump Station. During recent high water, it was discovered that the outflow pipes from the pump station were leaking and that the sluice gate on top of the levee appears to have a bend in the screw rod. The Mayor expressed that both issues should be immediately remediated, and with the consent of Council, the Mayor will contact an engineering firm to have the issues inspected and a cost estimate for repairs.

Jarrell Council Resignation

The Mayor presented the resignation of Ron Jarrell from the Town Council. Councilman Jarrell resigned to avoid a conflict with taking the position of stormwater manager.

Henry Byard Appointed to Council

The Mayor announced that council had voted to appoint Henry Scott Byard to the vacant seat on the Town Council. Following the announcement, the Mayor administered the Oath of Office to Councilman Byard.

Water Utility Tariff

Discussion was held concerning an application for an increase in the water utility tariff, necessary to maintain operating funds and stay in compliance with bank covenants from long-term utility bonds.

Council, on motion by Scott Byard and second by Steve Diamond, voted unanimously to proceed with the Public Service Commission application.

Ordinance to Create Planning Commission – Second Reading

The Mayor presented second reading of the ordinance to create the Ceredo Municipal Planning Commission, a commission required to formulate a long-term plan for future development and possible zoning of the town. After reading and discussion, on motion by Oscar Adkins with second by Joe Ratcliff, the ordinance was adopted.

Adjournment

No further business was brought before the Council. The meeting adjourned at 7:45 p.m.

Paul A. Billups, Mayor

Attest: Jacob Skeens, Clerk



**TREASURER'S REPORT
PERIOD: MARCH 2024**

General Fund

Balance \$112,918

Water Works

Balance \$107,576

Sewer Fund

Balance \$343,996

Coal Severance

Balance \$3,480

Special Levy

Balance \$79,983

Rainy Day Fund

Balance \$300,000

Opioid Settlement

Balance \$115,016

Due to server issues, the Monthly transaction list will be available at a later date.

The graphic features a blue background on the left and a black background on the right, separated by a diagonal line. On the left, there are two circular logos. The first logo, on the far left, depicts a red and white train engine pulling a red and white train car, with the text "Dolly Parton's IMAGINATION LIBRARY" below it. The second logo, in the center, shows a white silhouette of the state of West Virginia with the text "West Virginia's IMAGINATION LIBRARY" below it. On the right side of the black background, the text "Dolly Parton's Imagination Library" is written in a large, white, sans-serif font. Below this, the text "Funding Proposal for Wayne County" is written in a smaller, white, sans-serif font. A vertical bar on the right edge of the graphic is composed of several colored segments: green, orange, red, blue, green, orange, red, and blue.

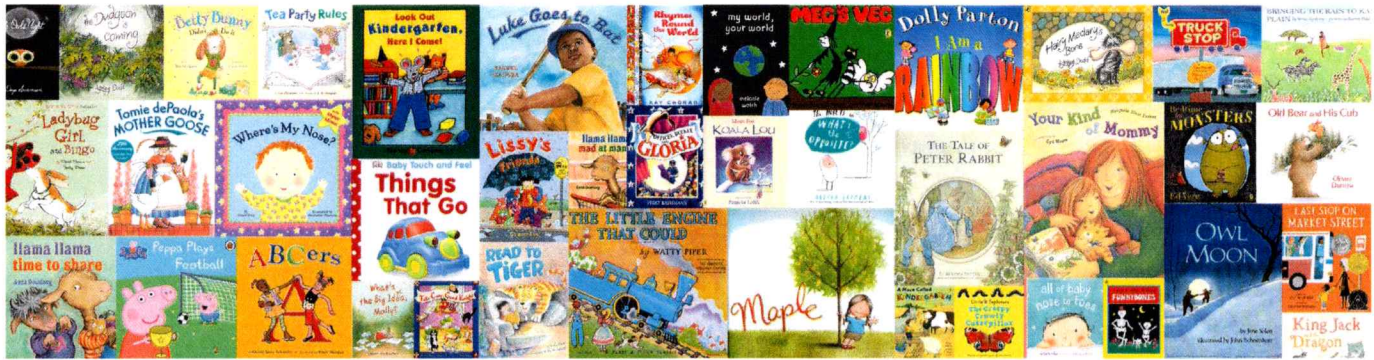


THE PROGRAM

Dolly Parton's Imagination Library of West Virginia is supported through Marshall University's June Harless Nonprofit Center for Rural Education Research and Development, whose mission is to provide leadership in education in West Virginia. The partnership with Imagination Library promotes early youth literacy and fosters a love of reading among West Virginia's children by delivering high-quality book selections directly to their homes, monthly, at no cost to families. Our long-term goal is to ensure that every child in West Virginia has access to a developmentally appropriate catalog of books prior to entering school, best preparing them for learning as of kindergarten. Studies show that early literacy correlates to higher graduation rates, improved workforce entry, economic development, and lower substance abuse rates, all critical for West Virginia.



BOOK SELECTION



Imagination Library books are specially selected age-appropriate, high-quality titles. These books are delivered to registered children each month from birth to age five. Each one is personalized with the child’s name and mailed directly to the child’s home. This effort creates a gifting experience making books exciting and shows the child someone is thinking of them. The Blue Ribbon Book Committee is a panel of literacy specialists who select several bilingual English/Spanish titles each year.

The first book a child receives is “The Little Engine That Could™” and the final book received when a child turns five years old, is “Look Out Kindergarten, Here I Come!”, both customized with a message from Dolly Parton to the child.

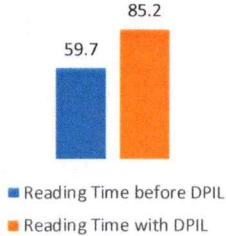
THE IMPACT

Children receiving the gift of monthly Dolly Parton's Imagination Library (DPIL) books from birth to age 5 demonstrate significant impacts in three areas:

Home Literacy Environment

Families receiving DPIL books for at least 4 months have shown to:

- Increase reading 3 times a week from 59.7% to 85.2%



Kindergarten Readiness

Children participating in DPIL have shown a 28.9% increase in readiness for Kindergarten as measured by the Letter Naming Fluency screening tool.

**frequently identified as the single best indicator of risk for reading failure and a strong predictor of future grade reading, vocabulary and language*

3rd Grade Reading

Students who participated in DPIL have demonstrated significantly stronger reading skills and scored higher on reading achievement tests over their non-participating peers, consistently from Kindergarten through 3rd Grade (4 years after participating).

WHAT IT COSTS PER CHILD

\$26 per child/per year



Provides for the purchase and delivery of 12 books to 1 child for a full year.



Provides the entire Imagination Library series of 60 books to 1 child over 5 years.



Wayne County Projections

PROGRAM FUNDING

- Wayne County lacks 50% funding, ongoing, for its enrolled children for the five-year program.
- The June Harless Center is seeking contributions from local county partners to keep the county funded.



FUNDING REQUEST

With Your Help
The Children of
Wayne County

will receive a year's worth of books for their home libraries and school preparation.

Thank you for your consideration of supporting this wonderful youth literacy educational program!



CONTACT



JAMIE LIMA
STATE DIRECTOR
Dolly Parton's Imagination
Library of West Virginia
E: Jamie.Lima@Marshall.edu
P: (304) 696.3180



March 29, 2024

Dear Ceredo City Council Members,

I am writing to provide information about Recovery Point West Virginia and our Routes to Recovery program, specifically focusing on the services and impact we have for individuals from Wayne County. We appreciate your interest in our organization and the opportunity to share our work with the Ceredo community.

Recovery Point West Virginia Overview:

- Recovery Point West Virginia (RPWV) is a 501(c)3 nonprofit organization dedicated to providing quality care to individuals suffering from substance use disorder.
- While we do not have a facility in Wayne County, we serve individuals from Wayne County at our facilities located in Huntington, Bluefield, Parkersburg, and Charleston.
- Our mission is to empower people in recovery to build meaningful lives by offering residential care, counseling, support services, and employment opportunities.

Routes to Recovery Program and Wayne County Impact:

- Routes to Recovery is a transportation initiative by RPWV that aims to break down transportation barriers for individuals in need.
- We provide Non-Emergency Medical Transportation (NEMT) services for many individuals from Wayne County, ensuring they can access crucial appointments, employment opportunities, and other essential services.
- Over the past two years alone, Routes to Recovery has provided over 800 rides for individuals to and from Wayne County, showcasing the program's impact in the community.

Funding Gap and Community Support:

- Despite receiving state funding, RPWV faces a significant funding gap of \$17 per person, per day, which translates to an annual gap of over \$2 million.
- This funding gap impacts our ability to expand services, bridge critical gaps in care, and provide comprehensive support to individuals in recovery, including those from Wayne County.
- We rely on community support, partnerships, and grants to bridge this funding gap and ensure that everyone in need can access quality care and support.

We hope this information provides insight into Recovery Point West Virginia's work with individuals from Wayne County and the entire state of West Virginia. If you have any questions or need further information, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Leah Cook".

Leah Cook
Director of Development
Recovery Point West Virginia
lcook@recoverypointwv.org

1040 Adams Avenue
Huntington, WV 25704
304-523-4673
www.recoverypointwv.org



Town Council (Statutory) Minutes

**March 22, 2024 at 12:00 PM
City Hall – 700 B Street**

The Town of Ceredo, Town Council, held a Statutory Meeting on Friday, March 22, 2024, at the Town Hall. The mayor called the meeting to order at 12:00 p.m. The meeting had been called for the purpose of canvassing the Special Levy Election results.

Those present included the Mayor, Paul Billups, Councilmen Oscar Adkins, Steve Diamond, Robert Leslie, Scott Byard, and Joseph Ratcliff.

CANVAS OF VOTES – SPECIAL LEVY ELECTION HELD MARCH 16, 2024

Council proceeded to open the sealed envelopes and counted the number of ballots in each package. The numbers entered into the record are as follows:

PRECINT 12	
FOR THE LEVY	36
AGAINST THE LEVY	0

Total votes cast for the levy: 36

Total votes cast against the levy: 0

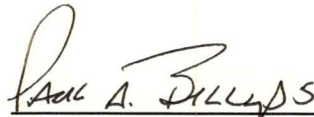
Favorable percentage vote: 100%

Council found the count to be correct. After resealing the packages of ballots and supplies, council signed across the seals.

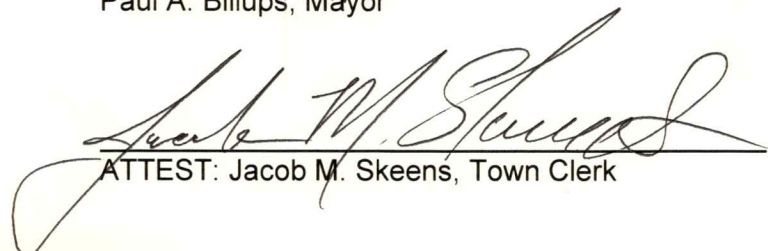
On a motion by Steve Diamond and a second by Oscar Adkins, Council voted to approve the results of the Special Levy Election. All were in favor, the motion carried.

ADJOURNMENT

On a motion by Scott Byard and second by Robert Leslie, Council voted to adjourn the meeting at 12:34 p.m.



 Paul A. Billups, Mayor



 ATTEST: Jacob M. Skeens, Town Clerk



Discount Communications and Electronics Inc.

514 Midway Rd
Alum Creek, WV 25003
(304) 546-3443
allen@discountcommusa.com

Estimate

ADDRESS

Jacob Skeens
Ceredo PD
PO Box 691
Ceredo, WV 25507

SHIP TO

Jacob Skeens
Ceredo PD
PO Box 691
Ceredo, WV 25507

ESTIMATE # 3535

DATE 03/15/2024

Table with 5 columns: ACTIVITY, QTY, RATE, AMOUNT. Rows include inventory items like JVC-NX-5300, JVC-KWD-5100CV, JVC-KWD-5101TR, JVC-KWD-5102-TR, JVC-KWD-5106DT, JVC-KRA-23, DC-L3, K-KSC-52BK, and JVC-KMC-70M.

ACTIVITY	QTY	RATE	
Service Free Programming, Setup, and Delivery Prices are in accordance with WV State Contract Prices (30% off list price)	1	0.00	0.00

SUBTOTAL	10,710.54
TAX	0.00
TOTAL	\$10,710.54

Accepted By

Accepted Date

**POLICE DEPARTMENT CITATIONS AND
ACCIDENT REPORTS BY OFC.**

2023 Totals

	CITATION	ACCIDENT
POSTON	5	0
CHAPMAN	363	30
BRINRGAR	52	2
LACKEY	145	3
EPLION	239	6
FLETCHER	11	0

2024 Totals A/O 03/27/24

	CITATION	ACCIDENT
POSTON	0	0
CHAPMAN	117	9
BRINRGAR	16	0
LACKEY	18	1
EPLION	104	3

WELCOME SPRING

Our next virtual training on the Ethics Act and the Open Meetings Act is on May 9 at 12 noon - 1 hour CLE/CPE credit. Email kimberly.b.weber@wv.gov for an invite.

Executive Sessions: To Be or Not to Be on the Agenda?!

To Be!! Oftentimes, a public agency anticipates discussing an official matter in an executive session. However, that anticipation does not excuse the agency from giving the public reasonable notice on its agenda of the particular matter that will be considered.

For example, the Open Meetings Committee ruled in [OMAO 2009-04](#) that a proposed agenda item, "Outside Delegations: Jane Roe and John Roe Company," is too vague to notify the public that a city is going to discuss and/or vote on awarding a contract to a company. Instead, an acceptable agenda item that gives reasonable notice of the subject matter to be considered, even if the matter will be discussed in an executive session, would be:

"Consider and/or vote on awarding a contract for engineering consulting services for the Smith Street project"

It would be okay to annotate an agenda item as follows: "(executive session anticipated)"

A public agency may only hold an executive session upon a majority affirmative vote of the members present. Hence, for many reasons, agenda items such as these are **not** okay:

- X Executive session to meet with agency attorney
- X Executive session under commercial competition exception
- X Executive session to discuss a personnel matter pursuant to W. Va. Code § 6-9A-4 (b)(2)(A)

Many executive sessions relate to personnel matters. An agenda item that reads "Personnel matter" is insufficient. An agenda item that would be sufficient per [O.M.A.O 2009-02](#) is:

"Consider and vote on combining the public works and sanitary department director positions"

The Open Meetings Act does not shield the names of public officials or public employees from disclosure when a motion is being made that directly impacts them. The Committee has ruled, however, that the name of an employee does not have to be included in the agenda. An agenda item may, therefore, state: "Consider and vote on terminating a teacher at Northside School." [O.M.A.O. 2000-12](#). If a motion is made after the executive session to terminate the teacher, the motion must contain the teacher's name. The Committee discusses other rules governing privacy rights in [O.M.A.O. 2018-02](#).



For help with complying with the executive session requirements of the Open Meetings Act, see the Commission's Open Meetings Committee's step-by-step guide on our [website](#).

JOB OPENING: Staff Attorney, Ethics Commission.

For information, click [here](#).

New Opinions

[A.O. 2024-01](#)

The Ethics Act does not prohibit a sheriff's department from conducting a criminal investigation of other county officials or the employees in the same county. A public servant may not use his or her investigative or prosecutorial powers for improper political reasons or retaliation against elected county officials or their employees.

[O.M.A.O. 2024-01](#)

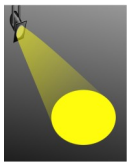
A county commission does not have standing to request an Open Meetings Advisory Opinion regarding the actions or proposed actions of a county planning commission because, although it was created by the county commission, it is a separate public agency.

[S.B.A.O. 2024-01](#)

A president of a community and technical college does not hold a public office for purposes of W. Va. Code § 18-5-1a(a)(3)(A). Accordingly, a president may serve on a county board of education even though the college administers a charter public school.

WV Ethics Act Quiz - True or False?

1. The Ethics Act disqualifies public employees and public officials from running for public office.
2. A county commissioner may work for a nonprofit to which the county appropriates less than 7% of the nonprofit's budget.
3. A county commission may hire a legislator's private construction business to build a county skate park.
4. A state worker may accept a \$100 gift certificate from a business that cleans the agency's offices each night.
5. A prosecutor may not hire the spouse of an assistant prosecutor to work as an assistant prosecutor in a different division of the office.



Spotlight: The Ethics Commission has lots of helpful information on our [website](#). Need a form or directions on how to request a Contract Exemption or file your Financial Disclosure Statement? Go to our [Forms, Brochures, and Guidelines page](#). See our newest brochure: [Second Jobs and the WV Ethics Act](#), which explains that the Ethics Act allows WV public servants to have a second job, but there are restrictions. A public employee or official should always check with his or her agency to see if it has any policies governing second jobs. Tip: Public officials and public employees who have second jobs with other government agencies may have to file verified time records with the Ethics Commission if they have overlapping work hours. [Leg. Rule 158, Series 14](#).

Answers: 1. False; See [A.O. 2019-18](#) (A state employee may run for a county office, but other state laws may apply.) and [A.O. 2023-09](#) (A college professor may serve as a Legislator, but other laws, including the State Constitution, may apply.) 2. True, but county funds may not be used to pay the county commissioner. [A.O. 2023-12](#). 3. True 4. False. 5. False; See [A.O. 2023-11](#).