

MUNICIPAL HOME RULE
PROGRAM

City/Town of
_____Alderson_____

2022_
PROGRESS
REPORT

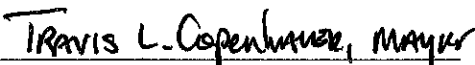
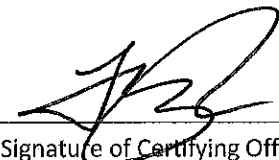
West Virginia
Municipal Home Rule Board
P. O. Box 11360
Charleston, WV 25339-1360
MunicipalHomeRule@wv.gov
304.558.3356

West Virginia State Code §8-1-5a (m) provides:

“Commencing December 1, 2015, and each year thereafter, each participating municipality shall give a progress report to the Municipal Home Rule Board and commencing January 1, 2016, and each year thereafter, the Municipal Home Rule Board shall give a summary report of all the participating municipalities to the Joint Committee on Government and Finance.”

The Municipal Home Rule Board has developed this standard format for Home Rule Program participating municipalities to prepare and submit their respective Annual Progress Reports. The intent of this standard format is to gather and compile information in a consistent, easily understood, and efficient manner that will be used to develop a concise and practical summary report to the Joint Committee on Government and Finance.

Annual Progress Reports must be submitted electronically as an individual file in PDF format no later than the close of business on the first business day of December, by emailing to WV Municipal Home Rule Board at MunicipalHomeRule@wv.gov.

A. General Information		
Name of Municipality: Town of Alderson		
Certifying Official: Travis Copenhaver	Title: Mayor	
Contact Person: Corianna Spinks	Title: Municipal Clerk	
Address: PO Box 179		
City, State, Zip: Alderson, WV 24974		
Telephone Number: 304-445-2916	Fax Number: 304-445-7248	
E-Mail Address: clerk@aldersonwv.org		
2010 Census Population: 1,184		
B. Municipal Classification		
<input type="checkbox"/> Class I	<input type="checkbox"/> Class II	<input type="checkbox"/> Class III
		<input checked="" type="checkbox"/> Class IV
C. Attest		
I hereby confirm that I am the authorized official for this municipality and certify that the information submitted herein and attached hereto is true and accurate and that this report addresses each and every initiative included in the original Home Rule Pilot Program Plan Application for this municipality and any subsequent amendments, if applicable.		
 Travis L. Copenhaver, Mayor	 Signature of Certifying Official	15 NOV 22 Date

Please use this page to report progress on each **non-tax related initiative** included in your Home Rule Application and Amendment(s). Each non-tax related initiative must be listed on a separate page.

Initiative: "On the spot zoning violations citations"
Was this non-tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, when was the ordinance enacted? In progress
<p>If no, please describe challenges faced in enacting the related ordinance(s).</p> <p>As we reported in the last report, we are currently amending our entire zoning code through the work of our planning commission. It has been a very lengthy process. We are amending our entire code to reflect current state code and the changes that have needed to be made for several years. A draft will be presented to council after the planning commission has finalized their draft. We anticipate this being February 2023.</p> <p>Further, per code, we will have to have a couple of public hearings before implementing the changes.</p>
<p>SUCCESSSES – In the space below, please provide a brief narrative which highlights successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>The success we have from this action has been implementing much needed changes and updates to our zoning code.</p>
<p>LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.</p> <p>While it seems simple to implement, to make the provisions work, take amending zoning codes so there is consistency throughout the code.</p>

Initiative: "Party Membership Requirements for Election Boards "
Was this non-tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? January 13, 2022
If no, please describe challenges faced in enacting the related ordinance(s).
<p>SUCSESSES – In the space below, please provide a brief narrative which highlights successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>In an action in the January 13, 2022 council amended the ordinance to remove party membership requirements for municipal poll workers. This action will make it much easier for the Recorder to find poll workers in municipal elections.</p>
<p>LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.</p> <p>This was a very important action for the Recorder. In our last town election, it was very hard to find poll workers who were not all different political parties to fill positions. This should make the upcoming 2023 election happen more smoothly.</p>

Initiative: "Disposition of Equipment/Property without public auction"

Was this non-tax initiative a part of your original plan application or a plan amendment ?

Has the ordinance(s) needed to implement this initiative been enacted? Yes No

If yes, when was the ordinance enacted? March 10, 2022

If no, please describe challenges faced in enacting the related ordinance(s).

SUCSESSES – In the space below, please provide a brief narrative which highlights successes realized through the implementation of this initiative and any metrics used to track performance.

Council introduced the ordinance for disposition of equipment/property without public auction in the February 2022 council meeting. The final reading and implementation was March 10, 2022.

We have liquidated equipment through www.govdeals.com several times since. The removal of the legal advertisements for less than \$15,000 helped to save time and expenses while liquidating the assets.

LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.

While we intended to liquidate two properties by passing this ordinance and using this allowance, we encountered some issues with the appraisal of the properties. Then started a grant process to fund the demolition of the buildings. We have utilized this ordinance for other equipment, we have not used it yet for a property. Our ordinance allows for this once we have remedied the demolition and asbestos issues.

Please use this page to report progress on each **tax related initiative** included in your Home Rule Application. Each tax related initiative must be listed on a separate page.

Initiative: Implementation of 1% sales tax
Was this tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/> or N/A <input type="checkbox"/>
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? 11 November 2021 implemented for collection 01 July 2022
<p>REVENUES – In the space below, please provide a brief narrative highlighting revenue amounts and revenue categories realized; revenue amounts and revenue categories reduced; net revenue gain; and, any metrics used to track performance.</p> <p>We have collected one full quarter to date. The revenue collection for implementation of 1% sales tax was \$16,061.06. Our wholesale B&O collections was \$0. The metrics for performance is actual collections realized and tracked through our Accufund accounting system.</p>
<p>SUCCESES – In the space below, please provide a brief narrative highlighting projects, improvements, programming, etc. realized through the implementation of this revenue initiative and any metrics used to track performance.</p> <p>Due to only having one quarter (FY23 – 1st) of data and collections, we have not implemented any specific projects or programming. We plan to analyze the FY-23 – 2nd quarter upon collections and build that information into the planning for the FY-24 General Fund budget. Since we are so early into the process, we have not been able to realize the overall effect on the budget.</p>
<p>LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.</p> <p>We have realized that pro-active communication with our businesses is extremely important throughout the entire process. We also have realized that due to our boundaries, we have had to pay very close attention to remittances. Our clerks have spent a lot of time making sure places did remit, and those who did that didn't have to get reimbursed. We returned roughly \$12,000 to businesses that did not have to remit B&O after they were remitting sales tax.</p> <p>Our clerks have worked hand in hand with the State tax department to make sure the out of state businesses (Dollar General specifically) was notified. Of our businesses, several said "they never got the letter from the tax department."</p>

One lesson from the administrative aspect of the implementation was the quarter of no remittance until after it was due from the state. I got more than a little nervous when we didn't have B&O revenue during the first quarter until it was collected and remitted back to us.

This is a very detail-oriented process to make it work. You have to be dedicated to paying attention to your businesses and communicate with them throughout the entire process.