

WEST VIRGINIA MUNICIPAL HOME RULE BOARD

MEETING MINUTES

TUESDAY, APRIL 22, 2025

A meeting of the West Virginia Municipal Home Rule Board was held at 10:30 a.m. on Tuesday, April 22, 2025, at the Department of Revenue, State Capitol Complex in Charleston, West Virginia.

The following members were present:

Mark Polen, Member  
Dan Vriendt, Member  
Brian Jones, Member  
Garner Marks, Designee of Michael Graney, WV Dept. of Economic Development

The following members were absent:

Honorable Chris Phillips, West Virginia House of Delegates  
Honorable Patricia Rucker, West Virginia Senate

Others present:

Anoop Bhasin, Managing General Counsel, WV Dept. of Revenue  
Pamela Mentz, City of Ronceverte  
Mark Matkovich, WV Municipal League

Others present on the telephone:

Zachary Whitten, attorney for the City of Welch  
Todd Swanson, attorney for the Town of Farmington  
Bill Glasscock Jr., Mayor of Farmington  
Ryan Simonton, attorney for the Town of Granville  
Patty Lewis, Mayor of Granville

The meeting was called to order by Mark Polen at 10:29 a.m. It was reported that the notice of the meeting was lawfully given, a quorum was present, and the meeting was convened. A motion to approve the minutes of the December 4, 2024, meeting was made by Brian Jones and seconded by Dan Vriendt. The motion was approved with a voice vote.

## Chair's Report

Anoop Bhasin, Managing General Counsel of the Department of Revenue spoke about the status of Class IV applications. If all Class IV applications are approved today, there will only be one spot left this calendar year. Past practice has been on a first-come, first-served basis.

## Old Business

None.

## New Business

### City of Ronceverte:

- Mr. Polen confirmed that the City of Ronceverte complied with all legal requirements as provided in WV Code § 8-1-5a in order to submit their proposed plan application to the Home Rule Board. The City of Ronceverte proposes to implement the following: 1) implement a 1% municipal sales, service, and use tax; 2) on-the-spot citations; 3) disposition of city property; 4) shortened period of time for forfeiture of structures when owners of properties that have been dilapidated or uninhabitable refuse to address code violations; 5) manage blighted and vacant properties, place lien on city remediated properties without court order; and 6) collect liens for demolition expenses.
- Pamela Mentz, Administrator for the City of Ronceverte presented the proposed plan application for the City. A discussion took place regarding the City's plan application in which Mr. Bhasin advised the City that because they do not collect B&O taxes they did not need to proceed through the Home Rule program to collect the 1% Municipal Sales and Use Tax. Mr. Bhasin further instructed the City that they could implement this tax through the State Tax Division. **The City wished to withdraw this proposal from their plan application. During the discussion regarding the disposition of city property, Mr. Bhasin asked if the City wished to place a cap of \$25,000 on this proposal. Ms. Mentz agreed and the proposal was therefore amended.** Mr. Polen asked for a motion to accept the City of Ronceverte into the Home Rule Program as well as accept the City's plan application as amended. A motion was made by Mr. Vriendt and was seconded by Mr. Jones. The motion was carried with a voice vote.

#### Town of Farmington:

- Mr. Polen confirmed that the Town of Farmington complied with all legal requirements as provided in WV Code § 8-1-5a in order to submit their proposed plan application to the Home Rule Board. The City of Ronceverte proposes to implement the following: 1) implement a 1% municipal sales, service, and use tax.
- Todd Swanson, Attorney for the Town of Farmington presented the proposed plan application to the Board. A brief discussion took place and a motion to admit the Town of Farmington into the Home Rule Program, as well as their proposed plan application was made by Mr. Vriendt and seconded by Mr. Jones. The motion was approved with a voice vote.

#### City of Welch:

- Mr. Polen confirmed that the City of Welch complied with all legal requirements as provided in WV Code § 8-1-5a in order to submit their proposed plan application to the Home Rule Board. The City of Welch proposes to implement the following: 1) implement a 1% municipal sales, service, and use tax; 2) on-the-spot citations for code violations; and 3) sale of municipal property without an auction.
- Zach Whitten, attorney for the City of Welch presented the City's proposed plan application. A brief discussion took place. Mr. Polen asked for a motion to accept the City of Welch into the Home Rule Program as well as the proposed plan application. A motion was made by Mr. Vriendt, and was seconded by Mr. Jones. The motion passed with a voice vote.

#### Town of Granville:

- Mr. Polen confirmed that the Town of Granville complied with all legal requirements as provided in WV Code § 8-1-5a in order to submit their proposed plan application to the Home Rule Board. The Town of Granville proposes to implement the following: 1) implement a 1% municipal sales, service, and use tax; 2) disposition of property and equipment without public auction; 3) on-the-spot citations; 4) liens for dilapidated and nuisance properties; 5) collection on liens for demolition and remediation; and 6) liens for solid waste fees. **(Prior to discussion of the proposed plan application, the Town WITHDREW proposal number 5.)**
- Ryan Simonton, Attorney for the Town of Granville presented the proposed plan application for the Town. A lengthy discussion took place regarding the Town's plan application. During the discussion regarding the disposition of city property and equipment, **Mr. Bhasin asked if the Town wished to place a cap of \$25,000 on this proposal. Mr. Simonton agreed, and the proposal was therefore amended.** Mr. Polen asked for a motion to accept the Town of Granville into the Home Rule Program, as

well as accept the Town's plan application as amended. A motion was made by Mr. Jones and was seconded by Mr. Vriendt. The motion was carried with a voice vote.

#### Other Business

- Next Meeting Date – July 9, 2025, at 10:30 a.m.

#### Adjournment

A motion to adjourn was made by Mr. Polen with a second by Mr. Jones. The meeting concluded at 11:014 a.m.