

City of Shinnston
Municipal Home Rule Amendment
To the Approved Written Plan

HOME RULE APPLICATION, PLAN AND AMENDMENT CHECKLIST

- Class II legal advertisement of Public Hearing
Dates August 6, 2025 & August 13, 2025
- Notice of Public Hearing to Municipal Home Rule Board (MHRB) and Cabinet Secretary of every State department
- Plan available for public inspection 30 days prior to Public Hearing
- Hearing
Date Sept. 8, 2025
- Ordinance authorizing plan or amendment
1st reading date 11/12/2024
2nd reading date 03/10/2025
Date of adoption 03/10/2025
- Required narrative presentation of each separate proposal (see Sample Form Application)

ATTACHMENTS

- Affidavit of legal notice of Public Hearing
- Minutes of Public Hearing, including comments (if any)
- Certified copy of ordinance authorizing plan or amendment
- Fiscal statement demonstrating municipality's ability to manage costs or liabilities associated with proposals
- Affidavit that municipality owes no outstanding State fees
- Attorney opinion letter that application and plan or amendment complies with applicable State law
- Submit eight (8) originals and one (1) electronic copy of application plan or amendment to the MHRB

Section I – Applicant Information

Type of Submission: Proposed Amendment

Name of Municipality: City of Shinnston

Certifying Official: Patrick Kovalck Title: Mayor

Contact Person: Tori Drainer Title: City Manager

Address: 40 Main Street

City, State, Zip: Shinnston, WV, 26431

Telephone Number: 304-592-2126 Fax Number: 304-592-1597

E-Mail Address: tdrainer@shinnstonwv.com

Municipal Classification: Class I ___ Class II ___ Class III X Class IV ___

Section II – Narrative of Plan Amendment

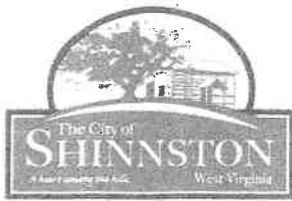
In 2014, pursuant to the authority provided by West Virginia State Code Section 8-1-5a, the Municipal Home Rule Board selected the City of Shinnston to participate in the West Virginia Home Rule Pilot Program and approved the original Home Rule Plan of Shinnston. The abundant success of the Pilot Program lead to the permanency by Legislature.

Under West Virginia State Code 8-1-5a(I), municipalities already participating in the Home Rule Program may amend their written plan. Currently, the City of Shinnston is now requesting that the Board authorize the following amendments to Shinnston's previously approved plan.

The City of Shinnston is one of the four cities of Harrison County. It has a population of roughly 2,300. As with all cities and towns in the State of West Virginia, the City of Shinnston and its elected officials are committed to providing the best service possible to its residents and those that pass by at a cost effective price to its citizens. Shinnston promotes its differences and inclusivity, it is not too dissimilar from other cities and towns in the state. We are always searching for better and more effective ways to provide the most efficient services for our people. The City has managed to maintain the small-town atmosphere even as it faces issues more typical of much larger cities.

Now, the home rule authorities sought by the City of Shinnston in this amendment relate to the City's ability to do on the spot citations, shorten periods of time for forfeiture of structures, dispose of City property without an auction, purchase tax liens on delinquent property tax properties, authorize entry on properties out of compliance, enter into intergovernmental agreements by resolution, institute a vacant structures registration program and residential rental properties, and enforcing the collection of city fees. In the following sections, each will be discussed in reference to:

- Specific State Law that is Related.
- The Problem with the State Law that prohibits the City of Shinnston from carrying out their duties.
- Proposed Solutions to said properties.



Office of the City Manager

CITY OF SHINNSTON

40 Main Street, Shinnston WV | 304-592-2126 | citymanager@shinnstonwv.com

II – A On the Spot Code Enforcement Citations (administrative)

Specific Law Related: W.Va. Code §8-12-16

Problem: Regulation and procedures associated with code enforcement violations are governed by W. Va. Code § 8-12-16. Under section 16, municipalities may adopt ordinances regulating the repair, closing, demolition, etc. of dwellings or buildings unfit for human habitation.

Along with the power to adopt such code enforcement ordinances, however, municipalities are burdened with limited powers to enforce those ordinances: To the extent not otherwise authorized by state law, all notices of violation or correction for violations that do not fall within one of the categories set forth in paragraph (A) or (B), subdivision (1), subsection (t) of this section issued by the enforcement agency of a municipality that has adopted the state building code shall be served in accordance with the process set forth in the state building code. All notices of violation or correction orders for violations that do not fall within one of the categories set forth in paragraph (A) or (B), subdivision (1), subsection (t) of this section issued by a code enforcement agency of a municipality that has not adopted the state building code shall be served in accordance with the law of this state concerning the service of process in civil actions, except that personal service may be made by a code enforcement agency official and the method of service effectuated by mail by the clerk of a court as permitted by Rule 4(d)(1)(D) of the West Virginia Rules of Civil Procedure is effectuated by mailing by a code enforcement agency official and shall be posted in a conspicuous place on the property that is the subject of the notice of violation or correction.

W. Va. Code § 8-12-16

Proposed Solution: The City will enact an ordinance providing City enforcement officials authority to issue "on-the-spot" citations for certain violations. In particular, the City seeks authority to issue "on-the-spot" citations for sanitation, drainage, high weeds, high grass, graffiti, exterior garbage accumulation, open storage in residential districts, and vehicles without proper registration. These citations may be issued to owners, lessees, sub-lessees, tenants, occupants, and/or the agents/managers presently having control over the property in question. The ordinance will provide those receiving an "on-the-spot" citation to contest the citation before the municipal court. The citation will be administered substantially similarly to how traffic citations are administered.



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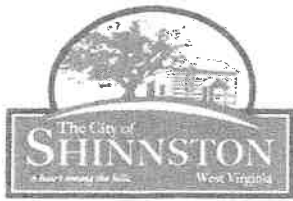
II – B Shortened Period of Time for Forfeiture of Structures when Owners of Properties that have been Uninhabitable Refuse to Address Code Violations (administrative)

Specific Law Related: W. Va. Code §8-12-16(A)(n), which states that:

If a registration fee remains delinquent for two years from the date it was placed on record in the clerk of the county commission in which the property is located and assessed, the municipality may take action to receive the subject property by means of forfeiture. Should the municipality take the steps necessary to receive the subject property, the municipality then becomes the owner of record and takes the property subject to all liens and real and personal property taxes.

Problem: Code Section 8-1216a provides cities like Shinnston a tool for addressing “uninhabitable” structures that violate building codes and are a serious threat and problem for neighborhoods. This process allows a city to investigate and inspect uninhabitable properties with code violations, notify an owner with detailed information that the property will be registered as noncompliant by both posting on the property and sending certified mail, and provide the owner 45 days to fix the code violations or make a plan for fixing them in a reasonable time. The owner has the right to appeal for 90 days after the receipt of notice about the code violation. Only after this concentrated process takes place, may the municipality register the fee for code noncompliance with the county clerk. That fee assessment can be appealed within 30 days by the property owner before it becomes finalized as a lien on the property. If that fee for the uninhabitable property violations remains unpaid, the City can take the structure in forfeiture – BUT only after two years of waiting. A City does not have authority under West Virginia law to deal with uninhabitable property with code violations where the owner completely refuses to fix the violations or work with the City, for a period of at least 28 months. This time period is significantly too long to leave the absolute worst properties uninhabitable in the midst of up-and-coming neighborhoods.

Proposed Solution: Without altering any of the protections for owners of uninhabitable properties to fix the issues mentioned above, The City of Shinnston seeks a shortened period between the time that the owner of a dilapidated property refuses to address the problem, and the time that The City can take the structure by forfeiture and finally start to remedy the problems with The City’s own resources, boards, authorities and commissions. The City of Shinnston seeks to shorten that period of waiting after noncompliance from two years to a period of twelve (12) months. Together with the initial 120 days of property owner protections, this change will allow The City of Shinnston to address the dilapidated properties in a total of 16 months (120 days plus the twelve-month waiting period), rather than the current span of 28 months (120 days plus two years waiting) and is altogether more reasonable for remediation to occur in a timely fashion.



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II- C Sale of Municipal Property Without an Auction (administrative)

Specific Law Related: W.Va. Code § 8-12-18(b)

Problem: The current public auction requirements often create a scenario where the sale of property by a municipality leads to sale at less than market value. Notably, the required sale at auction to the highest bidder does not equate to the actual value of the property, and more than likely, results in the sale of the property at less than its actual value. Additionally, as required by W. Va. Code § 18-12-18(b) regarding property valued more than \$1,000.00, municipalities are additionally required to pay the costs of Class II legal advertisements. Class II legal advertisements are governed by W. Va. Code § 59-3-2(a), and require weekly publishing for two successive weeks in a qualifying newspaper. The cost of said legal advertisement is likewise governed by W. Va. Code § 59-3-3. Considering the likelihood the property would be sold for less than a fair market bid alongside the additional expense of legal advertising, the City will likely receive much less than the actual value of the property at auction.

Proposed Solution: The City seeks authority to enact an ordinance to establish the procedure for selling property, real or personal, valued at less than \$10,000.00 without going through the auction process. The ordinance would provide the procedure for establishing the value of property being sold. For example, the sale price of any motor vehicle may not be less than the "average loan" value, as published in the most recent available eastern edition of the National Automobile Dealers Association (N.A.D.A.) Official Used Car Guide, if the value is available; if the fair market value of the vehicle is less than the N.A.D.A. "average loan" value, the vehicle may be sold for less than the "average loan" value. The fair market value shall be based on a thorough inspection of the vehicle by an employee of the City who shall consider the mileage of the vehicle and the condition of the body, engine and tires as indicators of its fair market value. If no fair market value is available, the City would set the price to be paid with due consideration given the current market prices.



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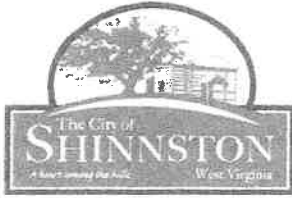
II - D Purchasing Tax Liens on Properties Subject to Delinquent Property Taxes; Right of Redemption by the City. (administrative)

Specific Law Related: W.Va. Code §11A-3-56(b), which states that,

[a]ny person who, by reason of the fact that no provision is made for partial redemption of the tax lien on real estate purchased by an individual, is compelled in order to protect himself to redeem the tax lien on all of such real estate when it belongs, in whole or in part, to some other person, shall have a lien on the interest of such other person for the amount paid to redeem such interest.

Problem: Many properties within the city boundaries that are habitually dilapidated or in violation of municipal and building codes are also subject to delinquent tax liens that are sold pursuant to West Virginia Code § 11A-3-1 et seq. Many times the purchasers of these tax liens will allow the violations and dilapidated conditions to continue to exist and accumulate, and many times will continue to allow the property taxes to go delinquent multiple times without correcting the problems. Also, on properties on which the City has been required to take corrective actions or for which the owners owe delinquent fees, the associated liens filed by the City are subject to foreclosure under West Virginia Code § 11A-3-1 et seq., eliminating an opportunity for the City to obtain payment of funds due under those liens.

Proposed Solution: The City will pass an ordinance: 1) allowing the purchase by the City of tax liens for property within the City of Shinnston boundaries, 2) providing that, for properties on which the City of Shinnston has placed liens for municipal services or payment due for corrective actions for code violations, the City, subject to any right of the property owner to redeem, be allowed to redeem the subject property, and, if the property is not redeemed by the owner or any other party who has a right to redeem, that the Auditor of the State of West Virginia convey the subject property to the City of Shinnston, upon payment of the amount required under W. Va. Code § 11A-3-23.



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II – E Authorize entry of property to make repairs and bring property into code compliance’ lien for costs. (administrative)

Specific Law Related: W.Va. Code 8-12-16

Problem: Consistent with the Code mentioned the City of Shinnston has adopted ordinances for the care and maintenance of property. The code, however, does not provide authority for the City to place a lien on the property for unpaid fines. West Virginia Code 8-12-16 limits the lien amount that municipalities may assess for repairing or demolishing a structure to the assessed value of the property and does not allow municipalities to address problems with property maintenance that devalue from the neighborhood or create an eyesore that are not a threat to public safety.

Proposed Solution: The City of Shinnston seeks the power and authority, provided that it has given proper notice to the owner(s) of the property which is not being maintained or staying up to code, to enter the property and make such repairs, alterations or mowing the property to ensure that it does not devalue from the neighborhood or deteriorate further. The cost of rehabilitation necessary to bring it into compliance would qualify for placing a lien against the property without the necessity of obtaining a court order.



Office of the City Manager

CITY OF SHINNSTON

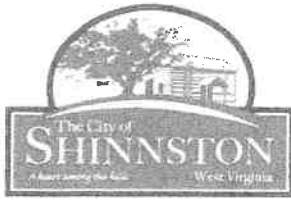
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II - F Authorize intergovernmental agreements by resolution. (administrative)

Specific Law Related: W. Va. Code Sections 8-11-3(10) and 8-11-4.

Problem: Section 8-11-3(10) of the West Virginia Code provides that before a municipality can enter into a contract or other agreement with another jurisdiction (intergovernmental agreement), the City Council of the municipality must first, by ordinance, authorize the agreement being executed by the municipality. The City would point out that there is no such ordinance requirement placed upon it by State Code should it wish to enter into an agreement with a non-governmental entity. Section 8-11-4 of the West Virginia Code sets forth the procedures to be followed by a municipality in adopting an ordinance; therein, provides that a proposed ordinance shall be read by title at not less than two meetings of the governing body. By Shinnston City Charter provision, its City Council meets regularly on the first and last Mondays of each month. For the City to comply with Section 8-11-4's two meeting requirement, it takes one month for an intergovernmental agreement, no matter how simple, to be approved by City Council. The City of Shinnston is presented with numerous intergovernmental agreements each year by the State of West Virginia and its various agencies, Region VI, the Harrison County Commission, and surrounding municipalities. At times, there are pressing time constraints in getting the documents executed. Time is of the essence in the negotiation and execution of most contracts, and it would be of great benefit to all parties involved if City Council could approve the execution of an intergovernmental agreement by resolution rather than by ordinance. A resolution only requires one meeting of City Council.

Proposed Solution: The City of Shinnston seeks that it be allowed to adopt an ordinance that specifically states that City Council is authorized to approve the execution of agreements with another jurisdiction (intergovernmental agreement) by resolution. The result would be a much more efficient administrative process.



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II – G Requiring the Registration of Residential Rental Properties (administrative)

Specific Law Related: W. Va. Code §8-1-7(b) states that:

“...any ordinance provision which is beyond the power and authority of a municipality shall be of no force and effect.”

There is not a specific West Virginia State Code for authorization of municipalities to require the registration of residential rent properties in the state, because no such authorization is granted statutorily, W. Va. Code §8-1-7(b) prohibits municipalities from requiring such registration.

Problem: Residential rental properties, as compared to owner-occupied residential properties and commercial properties have a higher rate of non-compliance with codes and ordinances pertaining to fire prevention, safety, and sanitation (specifically the WV State Fire Code, International Property Maintenance Code, as well as W. Va. Code §8-12-16. The tenants of these rental units are the ones that bear the risks that are commonly associated with the noncompliance.

The WV Code, by not so-authorizing, prohibits municipalities from requiring the registry of residential properties. Authorization under the Municipal Home Rule Program will allow the City of Shinnston to show the utility of such registries and how they can be implemented in a way that provides little to no interference with the ownership and operation of residential rental properties.

Proposed Solution: The City of Shinnston will enact an ordinance requiring the registration of residential rental properties. This registration will bear no costs associated, will be accessible online, and be minimal effort from the landlord. The ordinance will impose fines for failure to register and enumerate an appeal process.

Residential rental property owners are not currently required to register their properties with the City of Shinnston Code Enforcement Officer. The City would be better able to monitor these properties and ensure that these rental properties provide housing that is safe, sanitary, and habitable.



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II – H Collection of Delinquent City Fees (administrative)

Specific Law Related: W. Va. Code §8-13-13

Problem: Currently with this State Code in place, it precludes municipalities from attaching a lien on property as a security for unpaid fees, which in result ends in expensive proceedings in Magistrate Court, often to collect amounts which do not justify the filing fees that are involved. A majority of our unpaid city fees are from vacant structures as well as tenants in rental properties and apartments complexes as our City Code that service fees are assessed to the lessee or occupants rather than the owners of said properties.

Proposed Solution: The City of Shinnston seeks authority to be given the power to hold and conduct hearings at the City level in a manner similar to the authority which a municipality presently has to collect delinquent B&O taxes. The affected person or business would be entitled to appeal the decision by the municipality to Magistrate Court. Once the decision by the City becomes final, the City would be authorized to file and record a lien against the judgement debtor with the county clerk.

Also, consistent with Harrison County's long-standing practice of publishing delinquent real and personal property tax information, the City would like to be able to publish, in the publication of its choice, very limited information, but specifically name, tax year(s), and amount owed, for persons with delinquent city service fees. The County's publication assists in the collection of its delinquent taxes, and the City would like to employ the same tool to assist in its collection efforts.

The City of Shinnston estimates that, if it is permitted to implement the collect procedures outlined above, it can proceed to collections quicker, as a hearing process established by a prospective ordinance would streamline the procedure as compared to filing a case in magistrate court to be placed on a crowded docket, not to mention the savings in filing and service of process fees.

ORDINANCE NO. 25-001

AN ORDINANCE AUTHORIZING THE CITY OF SHINNSTON TO SUBMIT CITY OF SHINNSTON MUNICIPAL HOME RULE PROGRAM WRITTEN PLAN AMENDMENT TO THE WEST VIRGINIA HOME RULE BOARD

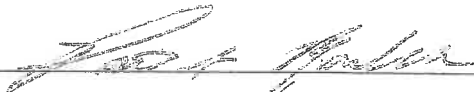
WHEREAS, an Ordinance authorizing the submission of a proposed City of Shinnston Municipal Home Rule Program Written Plan, attached as an exhibit, hereto, to the West Virginia Home Rule Board consistent with WV Code §8-1-5a, is required in order to amend the City's Home Rule Plan; and,

WHEREAS, the City of Shinnston is an eligible municipality participating in the West Virginia Municipal Home Rule Pilot Program; and,

WHEREAS, as required by law, the City of Shinnston has published the appropriate hearing notice on February 18, 2025 and February 25, 2025, made its City of Shinnston Municipal Home Rule Program Written Plan Amendment available for public review, and has conducted a public hearing to accept comments regarding its proposed City of Shinnston Municipal Home Rule Program Written Plan Amendment during the regular Shinnston City Council meeting on March 10, 2025.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SHINNSTON, WEST VIRGINIA, that the Mayor and City Manager is hereby authorized and directed to submit its City of Shinnston Municipal Home Rule Program Written Plan Amendment to the West Virginia Municipal Home Rule Board in accordance with West Virginia Code §8-1-5a in order for the West Virginia Home Rule Board to consider the City's proposed plan amendment.

This Ordinance shall be effective upon date of passage.



Patrick Kovalck, Mayor

ATTEST:



Kathleen Panek, City Clerk



FRANK E. SIMMERRMAN, JR.
fes@simmerrmanlaw.com

CHAD L. TAYLOR
clt@simmerrmanlaw.com

FRANK E. (TREY) SIMMERRMAN, III
trey@simmerrmanlaw.com

LEGAL ASSISTANT:

STACEY L. FOX
stacey@simmerrmanlaw.com

TELEPHONE
(304) 623-4900

TELECOPIER
(304) 623-4906

November 7, 2024

Via Email

Tori Drainer, City Manager
tdrainer@shinnstonwv.com

RE: Compliance Letter – City of Shinnston, WV
2024 Municipal Home Rule Amendment
Application

Ladies and Gentlemen:

As City Attorney for the City of Shinnston, WV, as of November 7, 2024, I have reviewed West Virginia Code § 8-1-5a, the municipal home rule program application/amendment guidelines, the proposed 2024 City of Shinnston, WV Home Rule Amendment Application, and other documents related thereto, (“collectively the “Plan”), as I have deemed necessary for the purposes of this opinion.

Based upon my review of such documents and information it is my opinion that the Municipal Home Rule Amendment packet complies with the applicable provisions of West Virginia law, and that the same satisfies the statutory requirement set forth in W.Va. Code § 8-1-5a.

The Municipal Home Rule Board may rely upon this opinion.

Very truly yours,

/s/ Frank E. Simmerrman, III

Frank E. Simmerrman, III

NOTICE OF PUBLIC HEARING
OF THE COUNCIL OF THE CITY OF SHINNSTON
AMENDMENT TO THE CITY'S HOME RULE WRITTEN PLAN

Notice is hereby given to all residents of the City of Shinnston, West Virginia, that the Council will hold a public hearing on Monday, September 8, 2025 at 7:00p.m. at the Shinnston Council Chambers, 43 Bridge Street, Shinnston, West Virginia for the purpose of providing members of the public an opportunity to speak either in favor of, or opposition to, the proposed City of Shinnston Amendment to the Approved Written Plan of the Municipal Home Rule Program. The comments provided by members of the public shall be considered by the City in the completion of the City's Amended Plan Application.

A reasonable number of copies of the Amended Plan Application is on file in the Office of the City Manager of the City of Shinnston and is available for review by members of the public Monday through Friday from 8:00 a.m. to 4:00 p.m.

Class II Legal Ad ran August 6, 2025

August 13, 2025

PUBLISHER'S CERTIFICATE

I, Tina Kocher
Classified Manager of THE EXPONENT
TELEGRAM, a newspaper of general circulation
published in the city of Clarksburg, County and state
aforesaid, do hereby certify that the annexed:

NOTICE OF PUBLIC HEARING

Ad# 1481069

was published in THE EXPONENT-TELEGRAM 2
time(s) commencing on 08/06/2025 and ending on
08/13/2025 at the request of

CITY OF SHINNSTON.

Given under my hand this 08/13/2025.

The publisher's fee for said publication is: \$47.72.

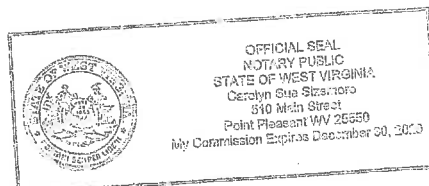
[Signature]
Classified Manager of The Exponent-Telegram

Subscribed to and sworn to before me this
08/13/2025

[Signature]
Notary Public in and for Harrison County, WV

My commission expires on

The 30 day of Dec 20 29



**NOTICE OF PUBLIC HEARING
OF THE COUNCIL OF THE
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Ad#1481069



Taxpayer Services Division
P.O. Box 3784
Charleston, WV 25337-3784



WEST VIRGINIA
TAX DIVISION

Matthew R. Irby, Tax Commissioner

Letter ID: L1462114720
Issued: 08/11/2025

CITY OF SHINNSTON
40 MAIN ST
SHINNSTON WV 26431-1199

West Virginia Tax Division

Letter of Good Standing

EFFECTIVE DATE: 08/11/2025

A review of tax accounts indicates that CITY OF SHINNSTON is in good standing as of the effective date of this document.

Please note, this Letter of Good Standing expires on **November 9, 2025**.

The issuance of this Letter of Good Standing shall not bar any audits, investigations, assessments, refund or credits with respect to the taxpayer named above and is based only on a review of the tax returns and not on a physical audit of records.

Sincerely,

Catherine Mitchell, Assistant Director
Taxpayer Services Division

AFFIDAVIT

STATE OF WEST VIRGINIA, COUNTY OF HARRISON

The Affiant, after being duly sworn, swears and affirms as follows:

1. I, Tori Drainer, am the City Manager for the City of Shinnston.
2. As City Manager, I am familiar with all of the financial affairs for the City of Shinnston.
3. I certify that the City of Shinnston is not delinquent nor has any outstanding payment due the State of West Virginia.

And further the Affiant sayeth not.

Tori Drainer

Tori Drainer

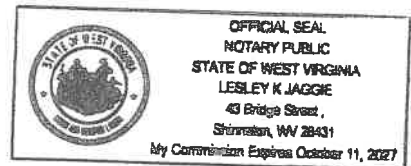
City Manager

Taken, sworn to, and subscribed before me this 8th day of March, 2025

Lesley Jaggie

Lesley Jaggie

Notary Public



49
50 She has scheduled another round of interviews for Wednesday. The first round was
51 unproductive. She met with Safety Educators, our monthly contractual basis. Our staff is
52 meeting with the Secretary of State's office to get all business in City Limits registered.
53 All our deficiencies for our Sanitary Survey with the Department of Health have been
54 responded to and will be fixed soon. The 2022 Audits have been completed and will be
55 finalized soon. The 2023 Audit has been started. When the 2023 Audit is turned in, we
56 will get another packet. We had 3 new locations for water and sewer. SDA meets
57 tomorrow 7:00 AM.
58

59 Project updates: The 2022 Audit is done. Councilperson Strait said 90 Main Street is not
60 maintaining their yard.
61

62 Councilperson Ferris **moved** to add Vance Sosinski to the approved signatures on all
63 checking accounts. Mayor Kovalck seconded. Motion passed by unanimous vote.
64

65 There was discussion of the Emergency Notification System. City Manager Drainer said
66 the message is sent out to the WENS system, TV and radio stations. Councilperson Strait
67 explained that FEMA has online training for every emergency situation – setting up a
68 command center, etc. that are free. The Police Department and the Volunteer Fire
69 Department will present plans at the Work Session.
70

71 Councilperson Strait **moved** to authorize the Mayor to sign the Right of Entry
72 Agreements for the Construction portion of the DEP AM slip. Councilperson Currey
73 seconded. Motion passed by unanimous vote.
74

75 Councilperson Ferris **moved** to approve on Second Reading **THE CITY OF**
76 **SHINNSTON MUNICIPAL HOME RULE AMENDMENT TO THE APPROVED**
77 **WRITTEN PLAN**. Councilperson Currey seconded. Motion passed by unanimous vote.
78

79 City Manager Drainer stated the City received \$12,000 today from the opioid fund.
80 Councilperson Ferris **moved** to authorize the Mayor and the City Manager to sign
81 Resolution of the City of Shinnston Approving Invoices Relating to the Opioid Crisis and
82 Authorizing Payment Thereof. Councilperson Strai seconded. Motion passed by
83 unanimous vote.
84

85 Councilperson Currey **moved** to go into Executive Session for reason Legal.
86

87 Councilperson Palmer **moved** to return to Regular Session. Councilperson Sosinski
88 seconded. Motion passed by unanimous vote.
89

90 Vice-Mayor Sayers **moved** to adjourn. Councilperson Sosinski seconded. Motion passed
91 by unanimous vote.
92

93 Meeting adjourned at 8:22 P.M.
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111


Kathleen Panek, City Clerk

Date Accepted by Council:


Patrick Kovalck, Mayor



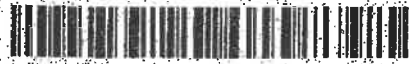
Mr. Dan Vreedy
 607 Sandhill Drive
 Albans, WV 25177

SENDER: COMPLETE THIS SECTION

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 Attn: Edward Ted Diaz
 1900 Kanawha Blvd East
 Bldg 5 Room 205
 Charleston, WV 25305



9590 9402 5491 9249 7936 75

2. Article Number (Transfer from service label)
 9589 0710 5270 0873 2418 28

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 x *Yeruo J. Sheets* Agent
 Addressee

B. Received by (Printed Name)
 C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Mail Restricted Delivery
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Return Receipt for Merchandise
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 x *Yeruo J. Sheets* Agent
 Addressee

B. Received by (Printed Name)
 C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

SENDER: COMPLETE THIS SECTION

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1. Article Addressed to:
 Attn: Randall Reid - Smith
 1900 Kanawha Blvd E
 Charleston, WV 25305



9590 9402 5491 9249 7935 45

2. Article Number (Transfer from service label)
 9589 0710 5270 0873 2420 78

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 x *Yeruo J. Sheets* Agent
 Addressee

B. Received by (Printed Name)
 C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Mail Restricted Delivery
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Return Receipt for Merchandise
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery

SENDER: COMPLETE THIS SECTION

1. Article Addressed to:
 Attn: Chelsea Ruby
 1900 Kanawha Blvd E
 Bldg 3 Suite 100
 Charleston, WV 25305

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 Attn: John McHugh
 1900 Kanawha Blvd East
 Bldg 1 Room E119
 Charleston, WV 25305



9590 9402 5491 9249 7936 20

2. Article Number (Transfer from service label)
 9589 0710 5270 0873 2420 61

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 x *Yeruo J. Sheets* Agent
 Addressee

B. Received by (Printed Name)
 C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Mail Restricted Delivery
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Return Receipt for Merchandise
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 x *Yeruo J. Sheets* Agent
 Addressee

B. Received by (Printed Name)
 C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

SENDER: COMPLETE THIS SECTION

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- Print your name and address on the reverse so that we can return the card to you.
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1. Article Addressed to:
 Attn: Mark Sorsam
 1905 Karawaka Blvd F
 Building 1, Room W-400
 Charleston, WV 25305



9590 9402 5491 9249 7935 38

2. Article Number (Transfer from service label)

9589 0710 5270 0873 2421 15

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 Addressee
 Agent
 X *Yeruo J. Shost*

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery

- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Return Receipt for Merchandise
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Restricted Delivery

Domestic Return Receipt

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
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- Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:

Attn: James Bailey
1900 Kanawha Blvd E
Bldg 3 Suite 600
Charleston, WV 25305

COMPLETE THIS SECTION ON DELIVERY

A. Signature: *[Signature]* Agent Addressee

B. Received by (Printed Name): *[Signature]*

C. Date of Delivery: *[Signature]*

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type: Priority Mail Express® Registered Mail™ Registered Mail Restricted Delivery Return Receipt for Merchandise Signature Confirmation™ Signature Confirmation Restricted Delivery

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
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- Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:

Attn: Jimmy Weston
1900 Kanawha Blvd E
Building 5
Charleston, WV 25305

COMPLETE THIS SECTION ON DELIVERY

A. Signature: *[Signature]* Agent Addressee

B. Received by (Printed Name): *[Signature]*

C. Date of Delivery: *[Signature]*

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type: Priority Mail Express® Registered Mail™ Registered Mail Restricted Delivery Return Receipt for Merchandise Signature Confirmation™ Signature Confirmation Restricted Delivery

SENDER: COMPLETE THIS SECTION

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Article Addressed to:

Attn: Larry Park
Po Box 963
Charleston, WV 25304-0963

9590 9402 5491 9249 7936 37

1. Article Number (Transfer from service label): 9589 0710 5270 0873 2421 22

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature: *[Signature]* Agent Addressee

B. Received by (Printed Name): *[Signature]*

C. Date of Delivery: NOV 18 2012

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type: Priority Mail Express® Registered Mail™ Registered Mail Restricted Delivery Return Receipt for Merchandise Signature Confirmation™ Signature Confirmation Restricted Delivery

SENDER: COMPLETE THIS SECTION

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- Print your name and address on the reverse so that we can return the card to you.
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Article Addressed to:

Attn: Mitch Carmichael
1900 Kanawha Blvd East
Bldg 3 Room 600
Charleston, WV 25305

9590 9402 5491 9249 7935 69

1. Article Number (Transfer from service label): 9589 0710 5270 0873 2420 92

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature: *[Signature]* Agent Addressee

B. Received by (Printed Name): *[Signature]*

C. Date of Delivery: *[Signature]*

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type: Priority Mail Express® Registered Mail™ Registered Mail Restricted Delivery Return Receipt for Merchandise Signature Confirmation™ Signature Confirmation Restricted Delivery

SENDER: COMPLETE THIS SECTION

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- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:

Honorable Jack Woodrum
State Capitol Complex
Building 1, Room 214-W
Charleston, WV 25305-0311

9590 9402 5491 9249 7937 81

1. Article Number (Transfer from service label): 9589 0710 5270 0873 2421 84

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature: *[Signature]* Agent Addressee

B. Received by (Printed Name): *[Signature]*

C. Date of Delivery: *[Signature]*

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type: Priority Mail Express® Registered Mail™ Registered Mail Restricted Delivery Return Receipt for Merchandise Signature Confirmation™ Signature Confirmation Restricted Delivery