

MUNICIPAL HOME RULE
PROGRAM

City/Town of Alderson

2023
PROGRESS
REPORT

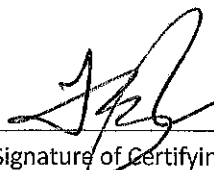
West Virginia
Municipal Home Rule Board
P. O. Box 11360
Charleston, WV 25339-1360
MunicipalHomeRule@wv.gov
304.558.3356

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 24910		
Telephone Number: 304-445-2916	Fax Number: 304-445-7248	
E-Mail Address: clerk@aldersonwv.org		
2020 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		8 NOV 2023
Type Name of Certifying Official	Signature of Certifying Official	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: "Party Membership Requirements for Election Boards."
Was this non-tax initiative a part of your original plan application <input 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 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).
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. In an action in the January 13, 2022 council amended the ordinance to remove party membership requirements for municipal poll workers. This action made it much easier for the Recorder to fill our municipal election officials in the June 2023 election.
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. This was a very beneficial action to help with a serious problem we had filling municipal election officials.

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 Spot Zoning 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 checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, when was the ordinance enacted?
If no, please describe challenges faced in enacting the related ordinance(s). The planning commission is making major changes to our zoning code to make one presentation for all necessary public meetings and processes. They have been making amazing progress and making Alderson better for the present and future. Our new zoning code will eliminate the gray areas of the current outdated enforcement procedures. Chapter 39B of the municipal code of the Town of Alderson covers zoning and non-traditional issues (animals, abandoned property, dilapidated structures and a host of other issues). We have printed special citation books with notices to abate and special instructions that are applicable for the "on spot zoning citations" that did not require a change in the ordinance to use and have the zoning officer issue them.
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. Through the REAP demolition program (we are one of 26 municipalities that was awarded demolition funding) we have utilized the on-spot zoning citations and enforcement of Chapter 39B to have 14 properties ready to tear down. We have used these citations for compliance and enforcement when the property owner has failed to cooperate. As such, we will be awarding the bids to demolish 9 structures in our worst neighborhoods to make them a showplace after several projects are complete. We foresee working to obtain more REAP funds to demolish our second round of awards for funds.

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: "Disposition of Equipment/Property without public auction"
Was this non-tax initiative a part of your original plan application <input 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 type="checkbox"/> No
If yes, when was the ordinance enacted? March 10, 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>March 10, 2022 was the final read and enactment of the ordinance for this item. From March 2022, we have realized \$60,989.44 by utilizing www.govdeals.com as public bid process as a result from passing this ordinance. Municipal equipment has been sold in a manner that is putting it out on the internet and meeting bid requirements of the ordinance that has benefited our town from more exposure than past public auctions that were limited to our posting methods.</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 steer people to the www.govdeals.com website when inquiries are made about items available for auction. We have had the best result with our construction equipment and higher end items when we also share the information to the town's social media outlets.</p>

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 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 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>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 \$124,564.24 in 1% sales tax for the full FY '23. Wholesale B & O tax collected was \$0. This has been tracked through our Accufund accounting system and audited by the West Virginia State Auditors Office.</p>
<p>SUCCESSSES – 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>This is the first year we have had a full year's worth of data to reflect on for budgeting purposes. This has been much needed revenue to help offset expenses in these very tough economic times in municipal government.</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 are still working out the tracking of businesses who are remitting to the state and who are not. The billing clerk looks at the statements provided and our business licenses and lists to make sure those in operation are remitting taxes appropriately. Larger corporations (Dollar General, Little General) have taken much time to communicate and get the remittances in order, but we are starting to see their compliance through reporting from the tax office.</p>

The one key to success is making sure your map provided to the WV State Tax Office is 100% correct. This is tough where boundaries are in or out of the municipality, but on the line. It is not a simple and easy fast process once the ordinance is enacted and the approval is obtained.

It also takes dedicated staff who are familiar with the process and constant feedback and communication with not only the tax office, but with the businesses themselves. It requires continuous education to new businesses and reminders to some who haven't been submitting properly for years.