

The regular meeting of the Beverly Town Council was held Monday, October 9, 2023, at 6:30 pm in council chambers of Beverly Town Hall. Mayor Andy Burns called the meeting to order in the presence of council members Connie Pingley, Matt Lewis, Robbie Moyer, Katie Whittaker, Kenny Pritt, Recorder Sheila Scott Strahin and Town Clerk Robin Wilson. All present stood for the Pledge of Allegiance and the prayer was given by Mayor Burns.

### **MINUTES**

Motion made by Kenny Pritt to approve September 11, 2023 minutes without reading aloud. Seconded by Connie Pingley. Motion carried. Minutes from September 18, 2023 meeting motion made by Katie Whittaker to except the minutes. 2<sup>nd</sup> by Matt Lewis. Motion carried.

### **VISITORS/PUBLIC HEARING**

Tim Ferguson from the WV Keltic Festival and Highland Games Inc.

### **OLD BUSINESS**

1. 2023-2024 Business license was received back from the Heritage Center and it's stating the Business & Visitors Center is no longer in business. Mayor Burns will talk to them about their position on this matter.
2. Municipal building renovations is in progress. Recovery money designated is \$8,500.00, balance left to use is around \$2,280. Mayor Burns asks that we increase the amount to 3,000 and not to exceed that. Connie Pingley made the motion to approve the increase and not to exceed 3,000.00. Kenny Pritt 2<sup>nd</sup> the motion. Motion carried.
3. Security for the Beverly Town Hall/Municipal Building. The security cameras and motion detectors are to be added to the existing service. Matt Lewis made the motion to accept the security quote as read. Kenny Pritt 2<sup>nd</sup> the motion. Motion carried.
4. Audit Committee. The town clerk sent out Bid packets to four different CPA's with a dead line to respond by October 16th. Dead line is coming soon. The Audit Committee will score and pick one from those received back.

### **NEW BUSINESS**

1. Resolution for the Sanitary System improvements. The Council would be giving the Sewer Board permission to Review and Approve Pay Requests Schedule, thus allowing Mayor Burns as Chairman of the Sewer Board to execute draws to pay requests. Matt Lewis made the motion to approve the Resolution. Katie Whittaker 2<sup>nd</sup> the motion. Motion carried. *Attachment 1 and 2*
2. Citynet Quote. Matt Lewis made the motion to go with a quote from Citynet service pending Water & Sewer Board approval also. This would be for 5 years for new phones, internet, TV, Tech service for install and training, etc. Kenny Pritt 2<sup>nd</sup> the motion. Motion carried.
3. Trick or Treating was discussed and the best time will be October 31, 2023 from 6-8:00 p.m. Matt Lewis made the motion to approve the day and time. Katie Whittaker 2<sup>nd</sup>. Motion carried. A request was made for candy to be passed out on Halloween at the Fire Hall. Matt Lewis made the motion to give the fire department \$250.00, Connie Pingley 2<sup>nd</sup> the motion. Motion carried.

4. Chairs for the Council Chamber. Mayor Burns spoke on how nice the council room looks now and about the use of a podium. Discussion on eight new chairs for Chamber and water/sewer boards use. Eight chairs would cost approximately \$480.00 and be split 3 ways. Connie Pingley made the motion to purchase eight new chairs pending Water/Sewer Board approval. Katie Whittaker 2<sup>nd</sup> the motion. Motion carried.

5. Fire Wheel. Katie Whittaker made a motion to donate it to the Fire Department only. If they do not want it, then it comes back to the town hall. Connie Pingley 2<sup>nd</sup> the motion. Motion carried.

#### **POLICE REPORT**

The new officer is on week 8 at the academy and is doing well. Graduates in December.

Received the 2<sup>nd</sup> vehicle and will have to do some modifications to it.

Renovations on the new office are going well. Everyone is invited to go on a tour.

#### **FINANCIAL REVIEWS/APPROVAL OF VENDOR INVOICES**

All Good.

Approval of Vender Invoices. Clerk Robin Wilson received first Mon Power bill for the Municipal Bldg. and it was estimated. She will call them to have it redone. Connie Pingley made the motion to pay the bills. Kenny Pritt 2<sup>nd</sup> the motion. Motion carried.

#### **Up Dates and Information**

Mayor Burns asked what council would want to do about annexation. Do we even want to consider? This is something to think about if it is to be listed on an upcoming agenda.

#### **ADJOURNMENT**

Matt Lewis made a motion to adjourn. Connie Pingley seconded the motion. Motion carried. Meeting adjourned at 7:45 pm.



\_\_\_\_\_  
Andy Burns, Mayor



\_\_\_\_\_  
Sheila Scott Strahin, Recorder

Resolution No. \_\_\_\_\_

**A RESOLUTION OF THE TOWN OF BEVERLY SETTING A MONTHLY CUT-OFF AND PAY REQUEST SCHEDULE, AUTHORIZING THE TOWN OF BEVERLY'S SANITARY SEWER BOARD TO REVIEW AND APPROVE PAY REQUESTS SUBMITTED BY THE CONTRACTOR PURSUANT TO THE MONTHLY CUT-OFF AND PAY REQUEST SCHEDULE, AND AUTHORIZING THE TOWN OF BEVERLY'S MAYOR / CHAIRMAN OF THE SANITARY SEWER BOARD TO EXECUTE DRAWS NECESSARY TO PAY THE CONTRACTOR'S PAY REQUESTS**

WHEREAS, the Town of Beverly recently completed all necessary steps to begin making necessary improvements to the Town's sanitary sewer system;

WHEREAS, the Town of Beverly, through the competitive bidding process, has chosen to employ Pro Contracting, Inc. to serve as the contractor for the Town's sanitary system improvement project;

WHEREAS, the Town of Beverly and Pro Contracting, Inc. have agreed to a Monthly Cut-off and Pay Request Schedule in relation to the Town of Beverly's sanitary system improvement project pursuant to the timeframes established in the document attached hereto as Exhibit A;

WHEREAS, Pro Contracting, Inc. shall submit all requests for payment for services it is responsible for providing to the Town of Beverly's Sanitary Sewer Board for review and approval pursuant to the Monthly Cut-off and Pay Request Schedule attached hereto as Exhibit A;

WHEREAS, the Mayor of the Town of Beverly also serves as the Chairman of the Town of Beverly's Sanitary Sewer Board;

WHEREAS, upon the Town of Beverly's Sanitary Sewer Board's approval of pay requests, the Town of Beverly's Mayor / Chairman of the Sanitary Sewer Board shall have authority to execute draws necessary to pay the contractor's approved pay requests; and

NOW, THEREFORE, be it resolved by the Town of Beverly Common Council that all of the foregoing is hereby passed and approved at a meeting of the Town of Beverly Common Council, Beverly, West Virginia, held on October 9, 2023.

Attest:

TOWN OF BEVERLY, WEST VIRGINIA

  
\_\_\_\_\_  
Mayor

Witness:

  
\_\_\_\_\_  
Recorder

10/09/2023  
Date

**TOWN OF BEVERLY  
 SANITARY SYSTEM IMPROVEMENTS PROJECT  
 MONTHLY CUT-OFF AND PAY REQUEST SCHEUDLE**

<b>MONTH</b>	<b>CUT-OFF DATE</b>	<b>TO ENGINEER</b>	<b>TOWN MEETING</b>
November 2023	October 27	October 31	November 9
December 2023	December 1	December 5	December 14
January 2024	December 29	January 2	January 11
February 2024	January 26	January 30	February 8
March 2024	March 1	March 5	March 14
April 2024	March 29	April 2	April 11
May 2024	April 26	April 30	May 9
June 2024	May 31	June 4	June 13
July 2024	June 28	July 2	July 11