

MUNICIPAL PROPERTIES COMMITTEE

MEETING MINUTES

Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
September 14, 2026
11 a.m.

Present were members: C. Lowther (Chair), R. Chenoweth, and B. Woods.

Also present were: Mike Kesecker (operations manager), Gerry Roberts (city attorney, by Teams), Tracy Judy (treasurer), Steve Himes (fire chief), Sutton Stokes (city clerk), J. Kittle (code enforcement), W. Lambert (chief water operator), W. Hymes (chief wastewater operator), and Mikayla Goins (executive secretary).

PUBLIC COMMENT

There was no public comment.

MINUTES

Woods **MOVED APPROVAL OF THE MINUTES FOR THE MEETING OF AUGUST 12, 2026.** The motion carried.

NEW BUSINESS

a. Wayfinding signs kickoff meeting with Mills Group

Ryan McClain and Amber Kwasniewski of Mills Group facilitated a discussion of options for wayfinding signs directing visitors to downtown businesses and attractions.

The Committee concurred with Mills Group's recommendation that the project's primary loop follow Railroad Avenue, Davis Avenue, Eleventh Street, Randolph Avenue, and Railroad Avenue.

For the initial conceptual designs, the Committee identified four locations: the Veterans Memorial intersection, the intersection of Third Street and Randolph Avenue, the intersection of U.S. Routes 33 and 250, and the vicinity of the Depot Welcome Center.

b. Disposition of real property in Third Ward

Chenoweth **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION WITH THE CITY ATTORNEY, THE CITY CLERK, AND THE OPERATIONS MANAGER FOR THIS AGENDA ITEM.** The stated exemption was for the purpose of discussing the acquisition of real property, as allowed under WVC §6-9A-4 (b) (2) (9). The motion carried. The executive session began at 11:45 a.m. and ended at 12:06 p.m. The Chair announced that no decisions were made and no actions were taken.

This item will be on the agenda of the Committee's next meeting.

c. Ellis Avenue right-of-way improvements

Cody Winters of Thrasher Group presented preliminary findings concerning surface-water issues in the Oak Grove neighborhood. Increasing the capacity of a culvert located on West Virginia Railroad Authority property near Ellis Avenue could improve stormwater management throughout the neighborhood, provided the necessary easements can be obtained from adjacent property owners.

Regarding the original request for right-of-way improvements from the owners of undeveloped parcels at the end of Ellis Avenue, the Committee discussed the possibility of providing a gravel road. The property owners have not submitted the requested soil study or other information.

d. 635 Capital Street stormwater issues

Hymes and Kesecker reported damage to this property discovered during a recent storm. An inspection identified necessary repairs and the need to relocate wastewater lines. Because the damage is ongoing, the recommendation is for the work to proceed promptly.

Chenoweth **MOVED RECOMMENDING COUNCIL APPROVAL OF WAIVING THE COMPETITIVE BIDDING REQUIREMENT UNDER § 30.20 (B) (1) (B) FOR THIS PROJECT.** The motion carried.

e. Downtown sound system update

Stokes presented a memo showing approximate costs for installing a four-block and eight-block sound system.

Lowther **MOVED TO REFER THE PROJECT TO THE FINANCE COMMITTEE TO IDENTIFY A FUNDING SOURCE, AFTER WHICH IT WOULD BE PRESENTED TO COUNCIL FOR CONSIDERATION AND POSSIBLE AUTHORIZATION TO PROCEED.** The motion carried.

f. Sourcing traffic lights from DOH replacement projects for use downtown

The Committee discussed potential locations for surplus traffic signals received from the West Virginia Division of Highways. Possible locations included the intersections of Davis Avenue and Fourth Street, Third Street and Kerens Avenue, and Fourth Street and Railroad Avenue. Kesecker will obtain installation cost estimates.

There was no update concerning the MOU with the All Veterans Memorial Council or the sidewalk improvement grant program.

The meeting adjourned at 1:04 p.m.

Name & Title

Signature