

***City of Ravenswood
Special Meeting
Council Minutes
July 23, 2026***

Call to Order

- **Mayor Josh Miller** called to order a special meeting of the Common Council on July 23, 2026, at Ravenswood City Hall.

Pledge of Allegiance

- **Mayor Josh Miller**

Roll Call

- The following members were present, **Mayor Josh Miller, Councilors Dee Scritchfield, Jeff Koon, Amanda Slaven – call in.**
Absent- Eric Cullen, Todd Ritchie Recorder Vacant

Approval of Prior Minutes July 7, 2026

- **Jeff Koon** made a motion to approve, second by **Dee Scritchfield All Approved**

Public Forum

- Buddy Jones- stated he did not receive a copy of complete contract for Welcome Center that was requested in a FOIA, concerns about restrooms at Welcome Center, recap on mayor's travel reimbursement
- Neil LoPrinzi- Mural proposal for retaining wall coming into Ravenswood
- Cate Poling & Tacita Hartley- Project proposal, asking for contact info to help with Recovery Efforts

Reports to Council

- Police Dept -**See Attached**
- Maintenance Dept. -**See Attached**
- EEGF Project Updates - Sand Creek boat ramp repairs
- Museum/BOPARC - **See Attached**
- Planning Commission – **See Attached**

FY27 Budget Revision – Michael Griffith

- **Dee Scritchfield** made a motion to approve, second by **Jeff Koon All Approved**

Ravenswood Water/Wastewater Updates

- Amendment #1 to the Agreement for Project Coordination & Technical Services – City of Ravenswood, Sewer Phase 2A

Dee Scritchfield made a motion to approve, second by **Jeff Koon** **All Approved**

Phase 2A – Draw 31

- Thrasher Group \$8013.60
- Griffith & Associates \$36,500.00
- MOVRC \$7,459.01

Dee Scritchfield made a motion to approve, second by **Jeff Koon** **All Approved**

Enter Executive Session

- **Dee Scritchfield** made a motion to enter at 6:46pm, second by **Jeff Koon** **All Approved**

Exit Executive Session

- **Mayor Josh Miller** made a motion to exit at 7:48pm, second by **Jeff Koon** **All Approved**

Next Meeting Tuesday August 4, 2026 @7:00pm

Adjournment

Mayor Josh Miller adjourned the meeting at 7:49pm via a motion from **Dee Scritchfield** and second by **Jeff Koon** - **All Approved**

Submitted By

Megan Thompson

Megan Thompson, Acting City Clerk

Josh Miller

Mayor Josh Miller

City of Ravenswood Expense Report

ENTERED

PURPOSE: Mileage ReimbursementsDate Multiple Dates

Trip Date

From 12-12-25
To 12-19-25

EMPLOYEE INFORMATION:

Name Mayor Josh MillerPosition MayorDepartment Mayor's Office

Supervisor _____

Date	Account	Description	Hotel	Transport	Fuel	Meals	Phone	Entertainment	Misc.	Total
12/12/2025	Travel	Mileage - Event/Planning Ravenswood/Athens, OH							78 miles \$0.70/mile	\$ 54.60 \$ -
12/13/2025	Travel	Mileage - Event/Planning Ravenswood/Athens, OH							78 miles \$0.70/mile	\$ 54.60 \$ -
12/15/2025	Travel	Mileage - Econ/Event/Planning Ravenswood/Parkersburg, WV							56 miles \$0.70/mile	\$ 39.20 \$ -
12/16/2025	Travel	Mileage - Economic Development Ravenswood/Parkersburg/Charleston							178 miles \$0.70/mile	\$ 124.60 \$ -
12/17/2025	Travel	Mileage - Econ/Events Ravenswood/Parkersburg/Charleston							178 miles \$0.70/mile	\$ 124.60 \$ -
12/18/2025	Travel	Mileage - Economic Development Ravenswood/Parkersburg/Charleston							178 miles \$0.70/mile	\$ 124.60 \$ -
12/19/2025	Travel	Mileage - Econ/Planning Ravenswood/Parkersburg/Charleston							178 miles \$0.70/mile	\$ 124.60 \$ -
									\$ -	\$ -

APPROVED: _____

DATE: _____

EMPLOYEE SIGNATURE: _____

DATE: _____

Subtotal \$ 646.80

Advances

Total \$ 646.80

RECEIVED
DEC 17 2025

BY: M. Thompson

June 2026 Report to Council / June Activity

Total # of incidents = 281

Nature of calls:

See Attached 911 log

Mileage/Fuel

Total Miles Driven = \$9,850

Total Fuel Cost = \$4,921

Average Price = \$4.28 (-\$692)

Gallons Used = 1205

Arrests:

Misd. Citations: 95

Total Arrests: 105

Total arrests for Calendar year: 545

Use of Force Incidents

0

Pursuits

0

Fines and Fees Collected (city court):

June: \$4,883

Total Calendar Year 2026: \$25,544

Non-Scheduled Overtime Hours:

Shield Program: 0 (Does not include Non-OT hours)

Highway Safety (Reimbursed): 96

Court: 7

Arrests/Coverage/Transports/Investigations: 0

Training/Meetings/Special Details: 9

K-9: 3.5

Total: 115

Reimbursed: 96

Code Enforcement

1. Vehicles removed: 4
2. Demolished Buildings: 0
3. New Property Investigations: 4
4. Open Property Investigations: 126
5. Property Investigations Closed: 4
6. Grass Warnings: 80
7. Dog At Large: 3
8. Search Warrant Executed: 0
9. Citations Issued: 5
10. Barking Dogs: 3
11. Illegal Burns: 0

Community/Other Participation/Boards & Associations

1. Jackson County Drug Court
2. Hope House Bridge Program (bridging recovery and law enforcement)
3. Youth Involvement – Coaching / Participating with kids
4. Community Outreach – Speaking Engagements
5. Proxy Member – WV Law Enforcement Professional Standards Subcommittee
6. WV Chiefs of Police Board of Directors
7. FBI National Academy Associates
8. WV FBI National Academy (chapter)
9. International Association of Chiefs of Police
10. Jackson County Multidisciplinary Investigative Team (Sex Crimes Primarily)

Maintenance Department
July 2026 Report to Council

1. Continuing to maintain mowing and weed eating throughout the city and parks
2. Chipping jobs
3. Fixing electrical issues at the water plant and the pool due to the storms
4. Water leaks
5. Clean up from storm damages throughout town
6. Maintaining garbage and cardboard pickups



- I am pleased to report that the Save the Sayre Cabin campaign continues to make tremendous progress. Through a combination of grants and community donations, we have now raised approximately \$58,000 toward the restoration project. I would like to give a special thank to the Jackson County Historical Society for their donation of \$1,000 toward this project, as well as to a anonymous donor who donated \$2,500 in the memory of Greg Webb, honoring a life of hard work, service, and dedication to his community. Donations like these help ensure that future generations can experience and appreciate one of Ravenswood's oldest historic structures.
- I have completed the final paperwork for the grant we received from the WV Humanities Council. That grant brought us the Behind Clara's Lens Exhibit.
- New cameras have been put up around the Sayre Cabin thanks to Dan Ramsey and the maintenance department.
- New flooring has been ordered for the main gallery space in the museum, so that will be a very exciting update coming here shortly.
- The Veteran's Memorial that will be placed in Veteran's Park is moving along. CNC Syndicate has received the metal order from Constellium.
- The campground is completely booked for the upcoming ORF!
- We had a new gate installed over at the boat lift.
- I would like to thank everyone who has helped me during this transition time. Specifically Bob and Jared from Maintenance, Megan, Autumn, and Katrena, who is thankfully still willing to pick up when I call. I really appreciate their patience and willingness to help.

Planning Commission Report to Council – July 26, 2026

- Opportunity for Council and other within city to comment on revised Land Use Code for 30 days is completed. Commission will meet on August 6, 2026, for final revision prior to advertising for public hearing.
- Sub-committee met and considered options for bidding the demolition of the Community Building / NYA Hall options. RFQ has been written and reviewed and approved by Council. Schedule set for process to complete bid requests. Schedule below:

Get legal ad in paper by July 24

Schedule pre-bid meeting August 14 at 10 AM

Accept sealed bids no later than August 31 by 4 PM.

Open all bids during council meeting on September 1

Winning bidder to have demo work completed per Specs by September 30.

- Team met and discussed a joint public / private potential for the McIntosh Hardware site remediation to enable greenspace and parking. This potential would be managed through Ravenswood Downtown Partners. Cost estimate completed. Renderings completed and draft MOU to be discussed with owners. Donation of fill has been approved by supplier but need to work out opportunity for hauling donation. DOH has been requested to repair sidewalk damage. Owner has inquired if the City would be interested in a lease arrangement. Discussions to follow.

Respectfully Submitted

M. Todd Ritchie – Planning Commission Chair