

City of Ravenswood
Council Minutes
August 18, 2026

Call to Order

- **Mayor Josh Miller** called to order a meeting of the Common Council on August 18, 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, Todd Ritchie, Eric Cullen and Attorney Steve Cogar.**

Approval of Prior Minutes August 4, 2026

- **Todd Ritchie** made a motion to approve, second by **Amanda Slaven All Approved**

Swearing in of Amanda Slaven to City Recorder

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

Swearing in of Jennifer Casey to City Council

- **Amanda Slaven** made a motion, second by **Eric Cullen All Approved**

Swearing in of Megan Thompson as City Clerk

- **Amanda Slaven** made a motion to approve, second by **Jeff Koon All Approved**

Public Forum

- **Bob Staats** – discussed FOIA request regarding Welcome Center – **See Attached**

Reports to Council

- **Police Dept – See Attached**
- **Maintenance Dept – See Attached**

Boards, Commissions, & Authorities

- **Boparc/Museum – See Attached**
- **Planning Commission** – possible lane for walkers/bikers on Kaiser Ave; Pre-Bid Meeting for McIntosh Demo on August 19, 2026; working on MOU for McIntosh Hardware Site
- **DRP – See Attached**

Infrastructure & EEGF Funded Projects

- Thrasher CEO Clayton White, Engineer Craig Baker, and Engineer Amanda Chevron attended to discuss plans and change orders regarding the Welcome Center. They were asked questions by council and gave answers as needed.

Griffith & Associates as Treasurer for City of Ravenswood

- **Amanda Slaven** made a motion to table this item, second by **Eric Cullen All Approved**

Acceptance and potential approval of City Paving Bids

- Kelly Paving Bid - \$419,750.00
Todd Ritchie made a motion to accept bid as proposed, second by **Jeff Koon All Approved**

Approval of Hiring General Account/Special Projects Manager

- Andy Hartleben hired at \$55,000/year with benefits effective immediately
Amanda Slaven made a motion to approve, second by **Jennifer Casey All Approved**

Water/Wastewater Projects

- Project Change Order #5 Phase 2A - \$93,700.00
Dee Scritchfield made a motion to approve, second by **Amanda Slaven All Approved**
- Drawdown 32- Phase 2A
Pro Contracting \$396,330.45
Newell & Associates \$45.00
City of Ravenswood \$1250.00
MOVRC \$8192.29
Todd Ritchie made a motion to approve, second by **Jeff Koon All Approved**

Next Meeting Tuesday September 1, 2026 @7:00pm

Adjournment

Mayor Josh Miller adjourned the meeting at 8:25pm via a motion from **Amanda Slaven** and second by **Eric Cullen - All Approved**

Submitted By



Megan Thompson, City Clerk



Mayor Josh Miller



City of Ravenswood, West Virginia

Request for Public Records Pursuant to the West Virginia Freedom of Information Act

Send to:

Stephen W. Cogar
City Attorney
1 Wall Street
Ravenswood, WV 26164
Phone: 304-273-2621
FAX: 304-273-2603
E-mail: stephencogar@gmail.com

Requestor's Name: Robert L. "Bob" Staats II
Requestor's Address: 148 Circle Drive
Requestor's City, State, Zip: Ravenswood, WV 26164
Requestor's Telephone Number (including area code): 3045326836
Requestor's E-Mail Address: 10011978.bs@gmail.com
Date: 8/12/26

[See the attached request for Means of Egress and related Life-Safety features of the under construction "Welcome Center/Business Incubator/Smokehouse Pavilion Restaurant]

Pursuant to the West Virginia Freedom of Information Act, I am requesting the following public records maintained by the City of Ravenswood, West Virginia (be as specific as possible):

I am willing to pay a reasonable fee for the cost of reproducing these records. If the cost will exceed \$ 5.00, please let me know the cost before you make copies. The cost for copying records in a paper form is \$.50 per page. Documents maintained electronically are typically available on CD-ROM at a cost of \$25.00. E-mailed records are free of charge.

Signed: _____

Requestor

8/11/26

To: City of Ravenswood
From: Bob Staats
Re: FOIA Request
Response: May be sent to 10011978.bs@gmail.com

This request is for information relative to the now under construction "Welcome Center/Business Incubator/Smokehouse Pavilion Restaurant". It is being built on the City owned property at the south end of Washington Western Lands Riverfront Park.

The building is new construction and is elevated. The business that will be in the building will be a Public Restaurant and hence include what is known as "Assembly Occupancy".

Such an occupancy comes with various requirements regarding Means of Egress and related Life-Safety Features. These are administered by the WV State Fire Marshal's office. There WV State Fire Code (Title 87, Series 1 adopting NFPA 1 and NFPA 101 Life Safety Code, among others) applies.

A Building Plan for new construction with the above elements included is required to be reviewed and approved prior to construction by the State Fire Marshal. Elevated construction does not create an exemption for pre-approval.

My questions/requests are as follows:

- 1) Was there a pre-construction building plan that includes emergency egress and life-safety related features? If so, I would like to have a copy please.
- 2) Was the pre-construction plan submitted for review to the State Fire Marshal's "Plan Review Division" by a WV licensed architect or engineer? Please provide confirmation/copy of this showing date submitted.
- 3) Was the pre-construction plan submitted to the State Fire Marshal via the "Online Plan Review Portal" (mandatory since 3/1/25)? Please provide confirmation/copy showing the plan was submitted for review in this manner and when.

Might I point out that my basis for these requests comes from discussion, questions, etc. regarding ADA access and other access items mentioned at a recent City Council Meeting. It seemed that it was unclear what the building plans were, what the architect or engineer for the project had planned, etc. in the way of public safety entry and egress of the structure. Frankly, I heard things that made me have concern if the plans would receive State Fire Marshal approval.

As not only a new build by the City but also since it is to house a public restaurant...and the access to and egress from the building involves elevation, steps, a lift, etc...the safety of patrons and employees in this structure should be top priority for City leadership. I trust that you all would agree and hence understand my concern.

Thanking you in advance for answers and document copies relative to these requests, I remain,
Sincerely Yours,



The City of Ravenswood

1 Wall Street
Ravenswood, WV 26164



August 13, 2026

Bob Staats
148 Circle Drive
Ravenswood, WV 26164

Dear Mr. Staats:

I am writing in response to your request for public records dated and received by the City, on August 12, 2026, and pursuant to the West Virginia Freedom of Information Act, W. Va. Code §29B-1-1 et seq. In your correspondence you requested the following:

This request is for information relative to the now under construction "Welcome Center/Business Incubator/Smokehouse Pavilion Restaurant". It is being built on the City owned property at the south end of Washington Western Lands Riverfront Park.

The building is new construction and is elevated. The business that will be in the building will be a Public Restaurant and hence include what is known as "Assembly Occupancy".

Such an occupancy comes with various requirements regarding Means of Egress and related Life-Safety Features. These are administered by the WV State Fire Marshal's office. There WV State Fire Code (Title 87, Series 1 adopting NFPA 1 and NFPA 101 Life Safety Code, among others) applies.

A Building Plan for new construction with the above elements included is required to be reviewed and approved prior to construction by the State Fire Marshal. Elevated construction does not create an exemption for pre-approval.

My questions/requests are as follows:

- 1) Was there a pre-construction building plan that includes emergency egress and life-safety related features? If so, I would like to have a copy please.
- 2) Was the pre-construction plan submitted for review to the State Fire Marshal's "Plan Review Division" by a WV licensed architect or engineer? Please provide confirmation/copy of this showing date submitted.
- 3) Was the pre-construction plan submitted to the State Fire Marshal via the "Online Plan Review Portal" (mandatory since 3/1/25)? Please provide confirmation/copy showing the plan was submitted for review in this manner and when.

This request for public records is denied pursuant to W. Va. Code §29B-1-3(d)(3), because the City does not maintain or possess any public records responsive to the request.

As custodian of all City of Ravenswood records, my duty in regard to this request is at an end. You have a right pursuant to W. Va. Code §29B-1-5, to move the Circuit Court of Jackson County for injunctive or declaratory relief if you believe that your request has been wrongfully denied.

Sincerely,

Josh Miller
Mayor

August 2026 Report to Council / July Activity

Total # of incidents = 294

Nature of calls:

See Attached 911 log

Mileage/Fuel

Total Miles Driven = \$10,125

Total Fuel Cost = \$4,203

Average Price = \$3.88

Gallons Used = 1,140

Arrests:

Misd. Citations: 132

Total Arrests: 135

Total arrests for Calendar year: 680

Use of Force Incidents

0

Pursuits

0

Fines and Fees Collected (city court):

July: \$3,043

Total Calendar Year 2026: \$28,587

Non-Scheduled Overtime Hours:

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

Highway Safety ([Reimbursed](#)): 109

Court: 6.5

Arrests/Coverage/Transports/Investigations: 20

Training/Meetings/Special Details: 26

K-9: 7

Total: 143.5

Reimbursed: 109

Code Enforcement

1. Vehicles removed: 4
2. Demolished Buildings: 0
3. New Property Investigations: 3
4. Open Property Investigations: 127
5. Property Investigations Closed: 2
6. Grass Warnings: 43
7. Dog At Large: 4
8. Search Warrant Executed: 1
9. Citations Issued: 3
10. Barking Dogs: 2
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)
11. Flood Relief – Upshur County

AUGUST 2026 MAINTENANCE REPORT

- **City maintenance has been busy with preparation and cleanup from a very successful Ohio river festival**
- **Lots of grass mowing and weed eating**
- **Maintenance department has also had storm damages and clean up**
- **Been very active with our cardboard recycling program we took out 15.45 tons in July and currently this month we are at 7.01 ton**
- **Been working hard with our ever-growing trash collection this month totals reaching 272.17 tons**
- **The city Maintenance department is also gearing up for some large-scale projects with various sink hole repairs and washed-out storm drains from the recent storms**
- **The city maintenance department has also finished up a successful year at the pool a lot of folks utilized this community resource and we thank them**
- **Finally, we'd like to thank our guys for working through the rain and the storms to keep everything going we couldn't do it without you**



- Work continues to move forward on the restoration of the Sayre Log Cabin. A six-month agreement is being prepared with Past Respects LLC for work scheduled from October 1, 2026, through March 31, 2027. The project will address the roof and the deteriorated logs on the north exterior wall, with a total project cost of up to \$57,000. .
- The West Virginia Humanities Council has issued the final payment for the Behind Clara's Lens exhibit. The museum previously received payments of \$8,000 and \$10,000, and we received the remaining \$1,826.64 today, bringing the total funding received to \$19,826.64. I would like to extend a big thank-you to the West Virginia Humanities Council for their consistent support over the past year.
- The museum received a generous \$500 donation from Ann Newman in memory of Lee and Martha Newman. I would like to thank her for this meaningful gift and for supporting the museum's continued work in our community.
- Our new Co-Op student, Kaden Walters, had his first day with us today. Kaden is a senior at Ravenswood High School, and we are excited to welcome him to BOPARC.

Washington's Riverfront Park Restrooms

- The final item I would like to address is the public restrooms at Washington's Riverfront Park. The condition of these restrooms has been a concern for some time. At its August 3 meeting, BOPARC asked me to develop several options ranging from renovating the existing building to completely replacing the restrooms.

I first met with Lance, Josh, and Bob to discuss possible upgrades to the existing building. A few days later, Buddy Jones presented a plan for a full restroom replacement. It seems like we were all on the same page, and everyone agrees that the restrooms need attention and that we can do better than their current condition.

I have since met with Buddy to review the numbers and estimates associated with that option. The packet in front of you is what I intend to put in the hands of BOPARC at our next

meeting. It includes Buddy's estimates for a full replacement, along with a proposed renovation plan and rough costs for the work and materials it would require. Bob and I have visited the restrooms several times over the past two weeks to identify the necessary work and consider the complaints we have received.

The renovation option would include new exterior doors with automatic locking mechanisms and scheduled timers, epoxy flooring, professional deep cleaning, new fixtures, improved exhaust fans, and fresh paint. It would also include removing the side wings of the building to improve visibility at the entrances and provide better camera coverage in the event of vandalism.

Bob and I have also discussed how we can keep the restrooms clean over the long period of time. I contacted Winans to request a quote for regular janitorial service to clean and maintain the restrooms.

These options will be presented to BOPARC so the board can review them and make a recommendation on how to proceed. Improvements to the Riverfront Park restrooms are moving forward, and this issue is being addressed to the fullest capability at this time. I want to say that I appreciate those in the public and those that I've worked with here in city hall who have made this number one complaint a number one priority. I am excited to see the improvements to come.



DOWNTOWN RAVENSWOOD PARTNERS

Status Report to Ravenswood City Council

August 18, 2026

Following the completion of our former Executive Director's tenure, the Downtown Ravenswood Partners Board has come together to ensure that the organization's momentum continues. Board members are dividing responsibilities, reviewing current commitments, and working collaboratively to move existing grants, projects, and events forward while the organization evaluates its future staffing needs.

DRP met on Monday, August 17, to establish priorities and identify the projects requiring immediate attention. The Board remains committed to maintaining the progress already made and continuing DRP's partnership with the City, downtown businesses, property owners, volunteers, and community organizations.

Current Grants and Projects

DRP's current priorities include:

- Completing the Mural Mosaic and planning its public unveiling;
- Completing and protecting the America 250 mural;
- Advancing the proposed downtown entry retaining wall mural;
- Continuing to pursue USDA, EPA, brownfield, and other downtown-development funding opportunities;
- Supporting Shop Local promotions, ~~Octoberfest~~ ^{HARVEST IN THE WOOD}, and other downtown events; and
- Recruiting volunteers and continuing the search for part-time organizational support.

Historic Landmarks Commission

The Historic Landmarks Commission is being incorporated into DRP, with designated board members also serving as Commission members. Because both groups address many of the same properties, grants, and downtown projects, Commission matters will be included as separate agenda items during DRP meetings. This structure will improve coordination while maintaining the required notices, actions, and records. An active Commission supports the City's historic-preservation program and provides access to grants, technical assistance, and other benefits for qualifying property owners.

McIntosh Hardware Site

DRP has taken the lead (at Planning Commission's recommendation) in negotiations with the owners of the former McIntosh Hardware property regarding improvements and temporary public use of the site. Mr. Bryan Gould is their representative.



The proposed improvements include placing fill dirt, constructing a gravel parking area capable of accommodating approximately 20 vehicles, and creating significant seeded and mulched greenspace. The improved property would provide flexible space for parking, downtown events, and community activities while creating a green, welcoming entrance into Ravenswood.

Property owner **Bryan Gould** is equally excited about the opportunity to beautify his hometown, and DRP is actively collaborating with him as the project details are developed. More information will be provided as negotiations and planning progress.

The “Meet Me Downtown” Community Supper and Art Walk

DRP’s immediate focus is the **Community Supper and Art Walk**, planned as part of the October 16–17 Ravenswood High School Homecoming weekend. This event will welcome alumni and residents downtown while supporting local businesses, encouraging class reunions, and celebrating Ravenswood’s growing collection of public art.

The event will include a downtown mural and art walk, Shop Local activities, live local music, and a Community Supper. It will also provide the setting for several important art celebrations:

- The official unveiling of the community-created **Mural Mosaic**;
- The dedication of the **America 250 mural**; and
- The introduction of a new mural at the downtown entry retaining wall.

At its August 17 meeting, the DRP Board accepted a **proposal from Neil Loprinzi and Phil Moulton** for painting the proposed retaining wall mural and sealing the America 250 mural. The acceptance is contingent upon the City of Ravenswood contributing one-half of the cost, with DRP contributing the remaining one-half.

The proposed funding is:

- **City of Ravenswood:** \$3,750
- **Downtown Ravenswood Partners:** \$3,750
- **Total Project Cost:** \$7,500

DRP respectfully requests that City Council approve the City’s **\$3,750 contribution**. This partnership will allow the new downtown entry mural to move forward while also protecting the City’s investment in the America 250 mural.

COUNTY

Respectfully Submitted

Jennifer Casey, Current DRP Board President

RAVENSWOOD ARTS LLC

224 Washington St.

~~RAVENSWOOD WV 26164~~ RAVENSWOOD WV 26164

435-215-6461

SEODRA JEWELRY....702-510-5553

NAME

Ravenswood City

PHONE

ADDRESS

DATE

8/26

ORDER SPECIFICATIONS

Mural Proposal

112 ft long, sidewalk and wall, and
2nd set of steps. Both Tressel and
bridge to be Ravenswood images, and floral
to be matching our environment. Double sealed
for protection, (touch-up maintenance against
vandalism.) Philip Moulton + Neil Loprenzi

(THIS PROJECT REPRESENTS 70-80 hrs. art LABOR)

DOUBLE SEAL - HUPP BLDG.

PICK-UP/DELIVERY

\$7500-

SUB-TOTAL

TAX

TOTAL

23 years honest, reliable, professional service in the arts world.....
custom framing, custom jewelry, art repairs and appraisals

Jennifer@jca
Sev consulting . com