



City of Moundsville

Judy Hunt, Mayor
Sara Wood-Shaw, Vice-Mayor

Rick Healy, City Manager
Sondra J. Hewitt, City Clerk
Karen L. Ankrom, Finance Director
Thomas Mitchell, Police Chief
Gary Brandon, Fire Chief
Frank Stockfask, Public Works Director
Joe Richmond, Senior Building Inspector
John White, Parks & Recreation Director
Thomas E. White, City Attorney

David Wood, 2nd Ward Councilman
Eugene Saunders, 3rd Ward Councilman
Ginger DeWitt, 4th Ward Councilwoman
Randy Chamberlain, At-Large Councilman
*Brianna Hickman, At-Large
Councilwoman*

REGULAR CITY COUNCIL MEETING AGENDA DECEMBER 22, 2022 - 6:00 PM CITY COUNCIL CHAMBERS 800 SIXTH STREET

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. CONSIDER DISCUSSION AND APPROVAL OF MINUTES OF THE FOLLOWING MEETING
- VI. CONSIDER GENERAL PUBLIC HEARING – (Anyone addressing City Council may speak for five minutes after rising and stating name and address.)
- VII. CONSIDER CITY MANAGER ITEMS
- VIII. CONSIDER THE FOLLOWING OLD BUSINESS

- a. Training Agenda Item #1

800 6th Street, Moundsville, WV 26041
City Clerk's Office 304-845-3394
City Manager's Office 304-845-6300

IX. CONSIDER THE FOLLOWING NEW BUSINESS

X. CONSIDER MAYOR ITEMS

XI. CONSIDER COUNCIL ITEMS

XII. ADJOURNMENT



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COUNCIL AGENDA ITEM REPORT

Meeting Date and Time

December 22, 2022, 6:00 PM

Prepared By

Justin LaRue

Date Prepared

December 7, 2022

Topic

Training Agenda Item #1

Background

This is the recommendation...

Recommendation

Recommendation

800 6th Street, Moundsville, WV 26041
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Fiscal Impact

N/A

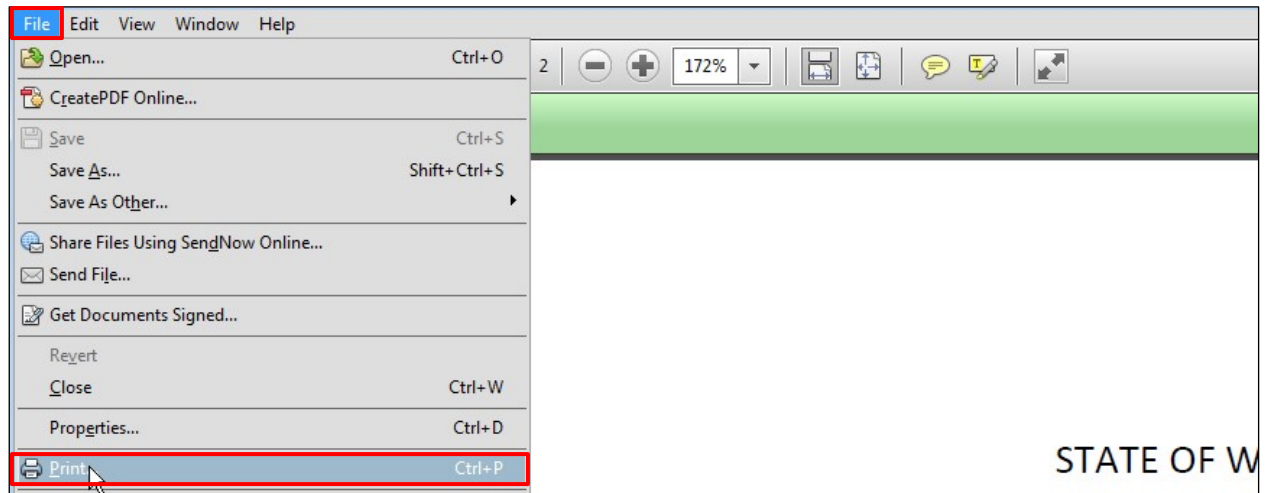
Attachments

1. Fire Escape Plan
2. How To Flatten a PDF

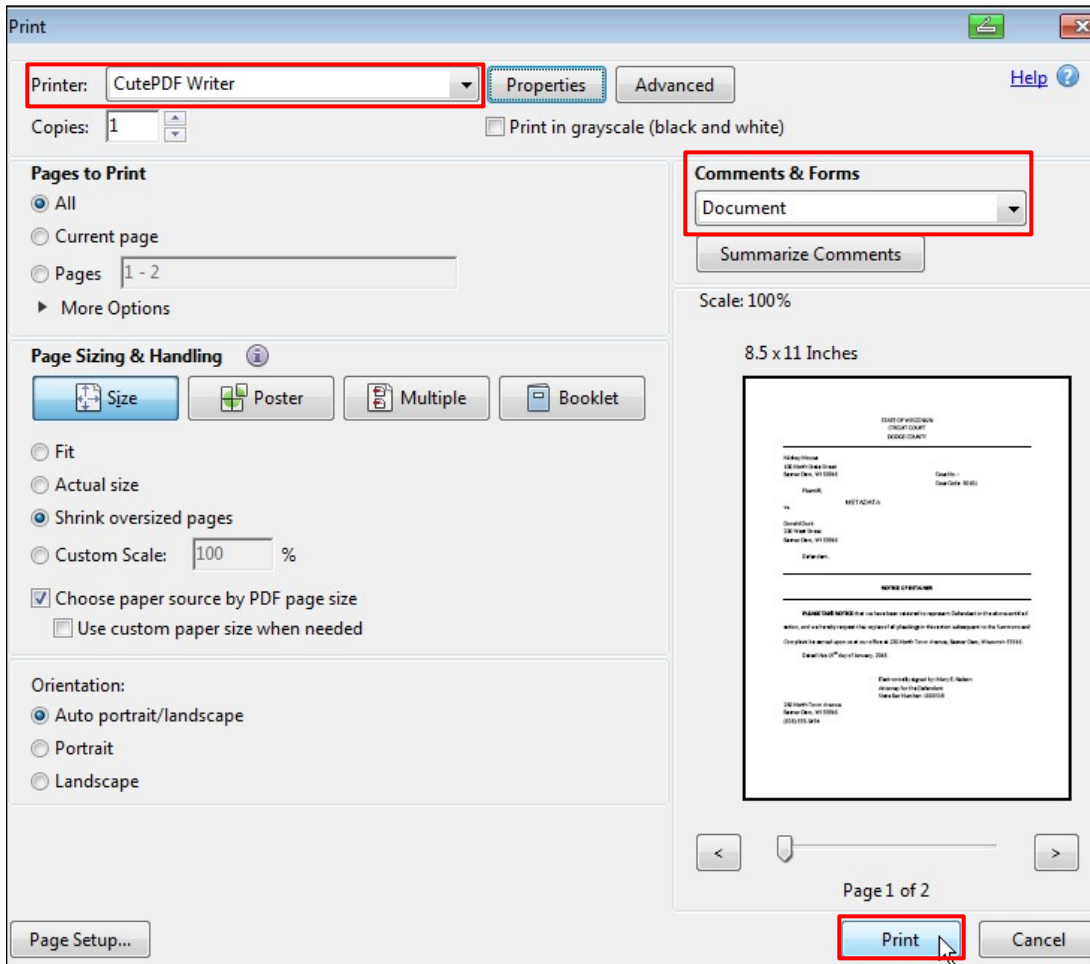
Flattening PDFs

Adobe Acrobat

1. In Adobe Acrobat, open the PDF you need to flatten.
2. Select **File > Print**.



3. Select the **Printer** dropdown and choose **any option that has PDF in the title**. Change the **Comments & Forms** dropdown

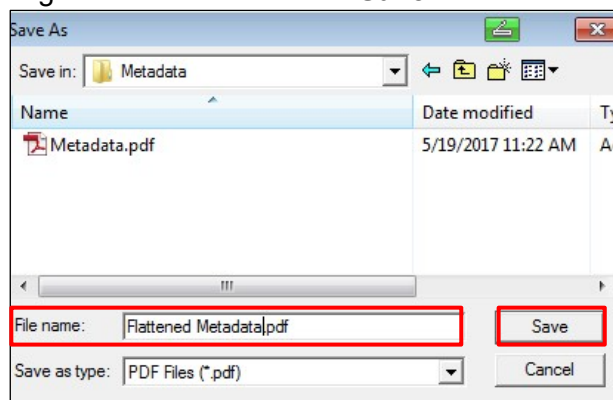


n to

Document. Select the **Print** button.

Note: If you do not have a PDF option in your dropdown, you can download CutePDF—a free PDF converter—by clicking [here](#).

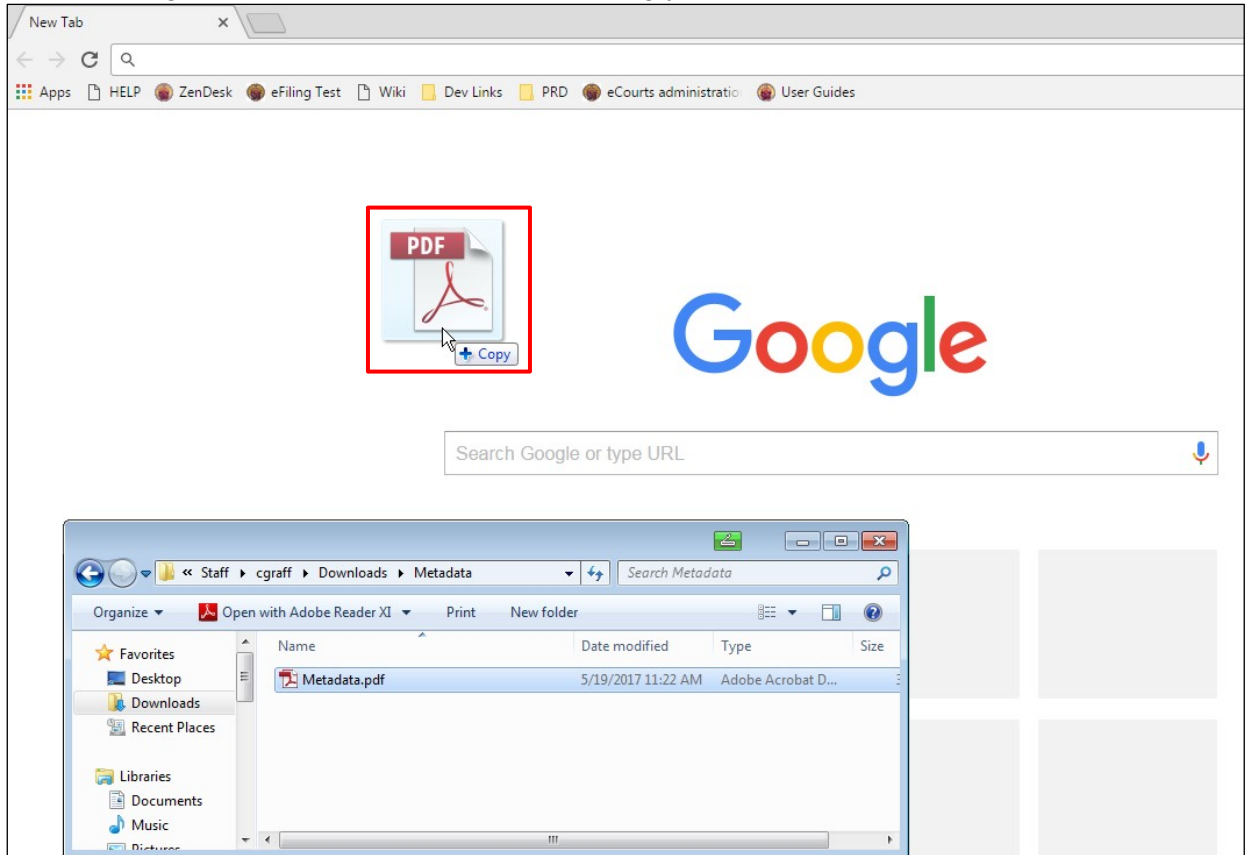
- Choose a location to save your new PDF and enter a new name to differentiate it from your original version. Select the **Save** button.



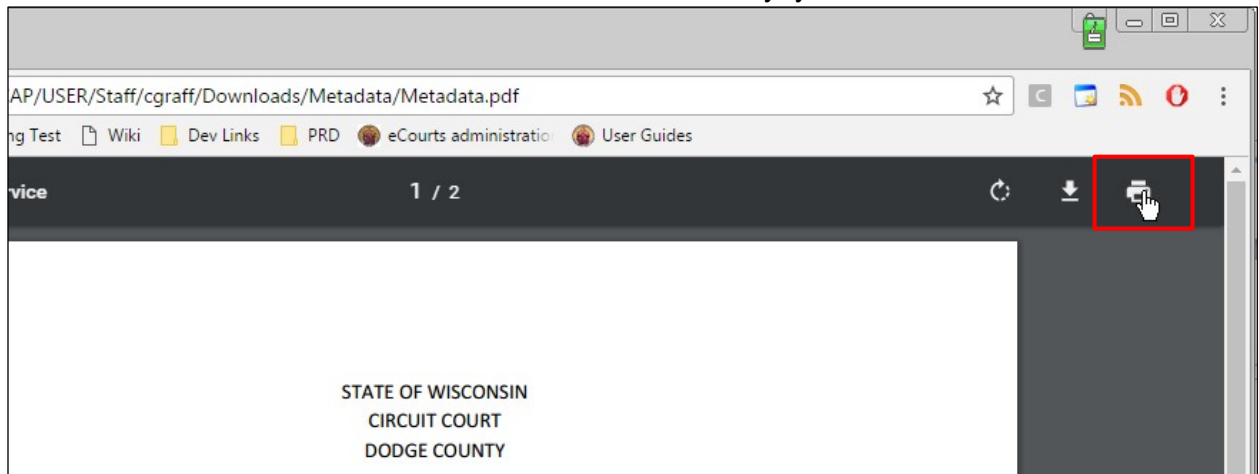
- You will now be able to upload your newly saved PDF to the eFiling website.

Google Chrome

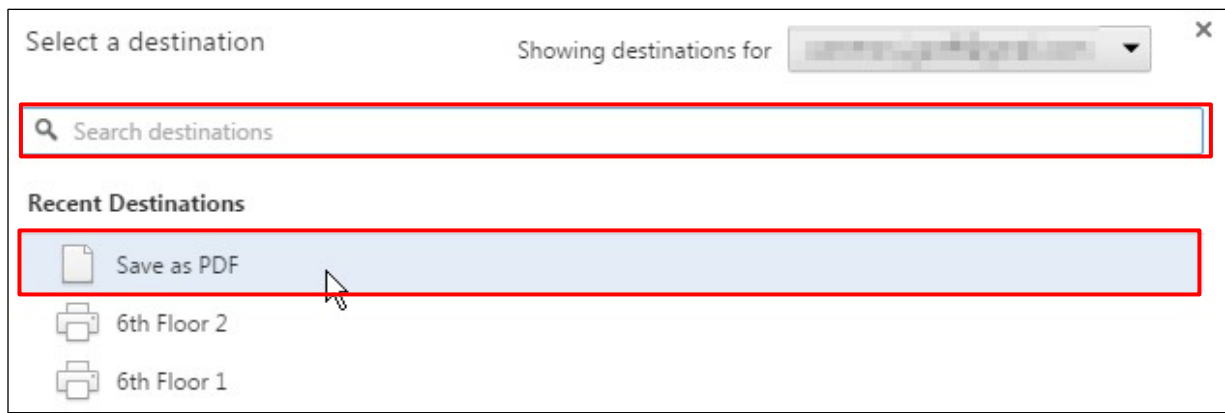
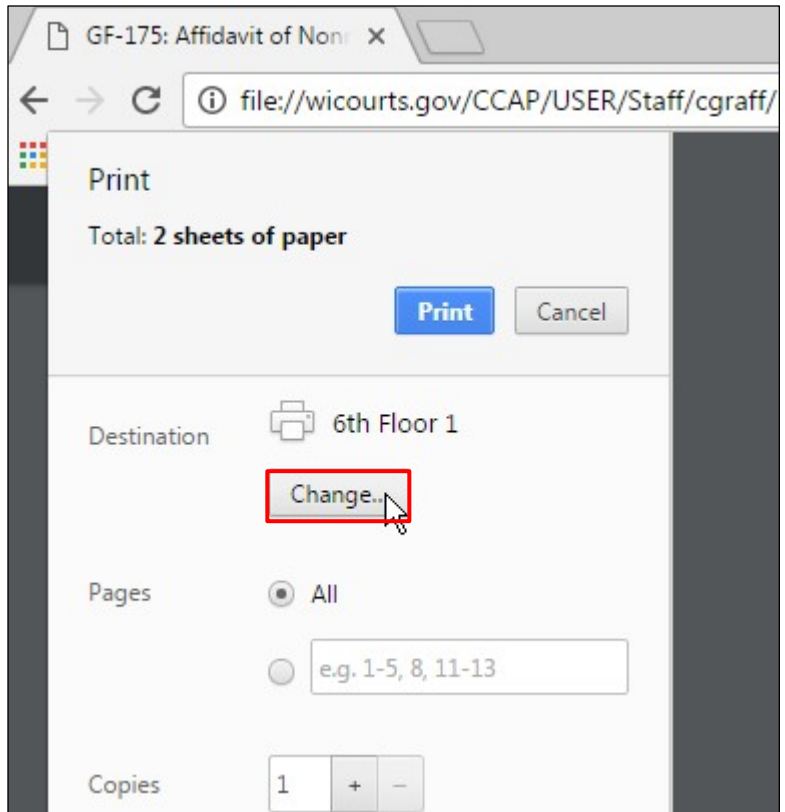
1. Open a Google Chrome browser window and drag your PDF file into it.



2. Select the **Print** icon in Chrome's PDF viewer. Alternatively, you can select **Ctrl + P**.



3. Select the **Change** button in the print window. Select **Save as PDF**. You may need to use the **Search destinations** search bar to locate this option.



4. Select the **Save** button. Select a destination and enter a new file name in the window that opens and then select **Save** again.

