TOWN COUNCIL MINUTES
Special Council Meeting
Marmet, West Virginia
Monday, March 23, 2026 at 6:00 PM

- **CALL TO ORDER**
- **INVOCATION & PLEDGE OF ALLEGIANCE**
- **ROLL CALL of MEMBERS – All Present**

- **Discussion and Approval of Fiscal Year 2027 Budget** – Roger Townsend Accountant - Postpone to next meeting.
- **Discussion and Approval of Leasing Annex Building to Phalen Learning Academy** – Mayor Armentrout – Postpone to future meeting.
- **Approval for Hiring Municipal Judge** – Mayor Armentrout - Police Chief introduced Carrie Maynard for position. Ms. Maynard possesses over a decade of municipal court experience, having served as a municipal court clerk since 2014 as well as being a certified Municipal Court Judge since 2016. Ms. Maynard began her professional career in 2008 as a 911 Dispatcher in Putnam County. Ms. Maynard has family ties in Marmet along with fond childhood memories of time spent here in Marmet. Councilperson Walker made a motion to hire Carrie Maynard as Marmet Municipal Court Judge. Councilperson made a second. All voted yes. Mayor Armentrout swore her in.
- **Restructuring of Office Clerk/Court Clerk position** – Mayor Armentrout - Mayor stated this position is being restructured/combined. The current Police Department Office Manager/Clerk will be doing the addition of court clerk duties. City Hall Office Manager/Clerk will keep the same duties. After May 3rd the accounts payable clerk position will be a part time housed at City Hall. Councilperson Walker made a motion to restructure/combine the clerk positions. Councilperson Barley made a second. All voted yes.

- **GOOD AND WELFARE**
  - Council - None
  - Public - None
- **ADJOURNMENT** - Motion made by Councilperson Stone to adjourn meeting. Second made by Councilperson Barley. Meeting adjourned.

Mayor: Diana Mintle

Recorder: Teresa Long

Marmet Town Council Voting Record

Date: 3/23/26

Item: Hiring Carrie Maynard - Municipal Judge

Motion: Walker

Second: Barley

Vote:	Yes	No	Abstain	Reason For Abstention
Councilperson Barley	✓			
Councilperson Lyttle	✓			
Councilperson Morgan	✓			
Councilperson Stone	✓			
Councilperson Walker	✓			
Recorder Teresa Long	✓			
Mayor Frances Armentrout	✓			

Marmet Town Council Voting Record

Date: 3/23/26

Item: Restructuring Office Clerk / Court Clerk Position

Motion: Walker

Second: Barley

Vote:	Yes	No	Abstain	Reason For Abstention
Councilperson Barley	✓			
Councilperson Lyttle	✓			
Councilperson Morgan	✓			
Councilperson Stone	✓			
Councilperson Walker	✓			
Recorder Teresa Long	✓			
Mayor Frances Armentrout	✓			