

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

**401 Davis Avenue
Council Chamber, 2nd Floor
February 5, 2015
7:00 p.m.**

Elkins Common Council met in regular session in the council chamber of city hall. Present were Mayor Van T. Broughton; Councilpersons J. S. Bibey, N. E. Bross-Fregonara, M. L. Marsteller, E.R. Ochsendorf, J. J. Sabatino, M. D. Scott, and R. A. Woolwine; City Treasurer T. Fox; Fire Chief T. W. Meader; Police Chief S.D. Richards; City Attorney G. S. Roberts; City Clerk S.R. Stokes (acting as recording secretary); and Inter-Mountain Reporter C. Lee.

Councilmembers M. D. Cuonzo, C. L. Metheny, and L.E. Randall and Operations Manager R.P. Pingley were absent.

INFORMATIONAL PRESENTATION

Laura Ward, director of the Randolph County Senior Center and Country Roads Transit, presented information about the operations and finances of the latter.

MINUTES

Cm. Sabatino, seconded by Cm. Woolwine, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 15, 2015.** The motion carried.

NEW BUSINESS

Cm. Scott, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE ORDINANCE 186, A PROPOSED WATER BOND ORDINANCE, ON THE SECOND OF THREE READINGS.** The motion carried.

Cm. Marsteller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL APPROVE ORDINANCE 187, A PROPOSED SEWER BOND ORDINANCE, ON THE SECOND OF THREE READINGS.** The motion carried.

Cm. Woolwine, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE ORDINANCE 188, ESTABLISHING THE RATE OF COMPENSATION FOR CITY ELECTED OFFICIALS, ON SECOND AND FINAL READING.** The motion carried.

Cw. Bross-Fregonara, seconded by Cm. Scott, **MOVED THAT COUNCIL APPROVE ORDINANCE 189, MAKING VARIOUS REQUIRED INSERTIONS AND AMENDMENTS TO THE 2009 INTERNATIONAL RESIDENTIAL CODE AND THE 2012 INTERNATIONAL PROPERTY MAINTENANCE CODE, ON THE FIRST OF THREE READINGS.** The motion carried.

Cm. Bibey, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 697, MAKING REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.** The motion carried.

Cm. Marsteller, seconded by Cm. Sabatino, **MOVED THAT COUNCIL ADOPT RESOLUTION 698, ADOPTING A POLICY THAT NEW EMPLOYEES RECEIVE FULL PAY DURING THEIR PROBATIONARY PERIODS.** The motion carried.

Cm. Scott, seconded by Cm. Bibey, **MOVED THAT COUNCIL ADOPT RESOLUTION 699, DESIGNATING THE MUNICIPAL COURT AS THE EARLY VOTING LOCATION FOR THE 2015 MUNICIPAL ELECTION.** The motion carried.

Cm. Woolwine, seconded by Cm. Marsteller, **MOVED THAT COUNCIL ADOPT RESOLUTION 700, AUTHORIZING THE ESTABLISHMENT OF A POOLED CASH ACCOUNT AT MOUNTAIN VALLEY BANK.** The motion carried.

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Cm. Sabatino, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ADOPT RESOLUTION 701, AUTHORIZING DRAFT ON THE OHIO VALLEY BANK LINE-OF-CREDIT FOR THE WATER SYSTEM IMPROVEMENT PROJECT.** The motion carried.

Cm. Ochsendorf, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ADOPT RESOLUTION 702, AUTHORIZING APPLICATION TO THE W. VA. DIVISION OF HIGHWAYS TRANSPORTATION ALTERNATIVES PROGRAM FOR SYCAMORE STREET SIDEWALK IMPROVEMENTS.** The motion carried.

Cm. Marstiller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 703, AMENDING THE PERSONNEL MANUAL TO INCLUDE CLOSURE/LEAVE POLICIES NEAR CERTAIN HOLIDAYS.** The motion carried.

Cm. Marstiller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION UNDER THE PERSONNEL EXEMPTION FOR THE AGENDA ITEM "PERSONNEL MATTER IN THE POLICE DEPARTMENT."** The motion carried. The executive session began at 7:30 p.m. and ended at 7:40 p.m. The mayor announced that no decisions were made and no actions were taken.

Cm. Marstiller asked Chief Richards to speak. Chief Richards announced that he would be retiring as of April 6, 2015.

Cm. Marstiller, seconded by Cm. Scott, **MOVED THAT THE OPENING FOR A NEW POLICE CHIEF BE ADVERTISED IN THE INTER-MOUNTAIN.** The motion carried.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Woolwine, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE THE INVOICES PRESENTED.** The motion carried.

The invoices in question were as specified on the following list, which is attached and made part of this record:

- Accounts Payable check transactions printed February 2, 2015 and totaling \$1,503,047.23.

CORRESPONDENCE AND NOTIFICATIONS

Treasurer Fox presented the completed City of Elkins audit results for the year ended June 30, 2014 and advised that the city had received an unqualified/unmodified opinion. This is the second year in a row that the city has received an unqualified audit opinion.

City Clerk Stokes reported that the Elkins-Randolph County Public Library audit results for the year ended June 30, 2014 are on file in his office.

Stokes presented an approved WVABCA Zoning Form to accompany application for Class "B" license (off-premises consumption) by Brewstel Brew Shop, LLC (120 Davis Avenue). Stokes offered to route these forms through council prior to his approving them but was not requested to do so.

COMMITTEE REPORTS

Building Committee

The following building permits have been issued since the previous regular council meeting.

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
1899	Randolph County Commission	2 Randolph Ave.	Basement Renovation	\$481,375

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1900	Lin, Ya Fang	451 Central St.	New Electric Service	\$1,200
1901	Totten, Ruth	112 Wilson St.	Metal Roof	\$6,621
1902	Dillon, Kate	103 Conaway Dr.	Install Electric Furnace & Heat Pump	\$4,500
1903	Tingler, Freddie	111 Patricia Ave.	Plumbing, Drywall & Windows	\$10,000
1904	Seneca Mall (Seven Performance)	108 Third St	Upgrade Wiring	\$9,000
1905	King, Bobby	16 Locust St.	Install New Water Service Line	\$1,000
1906	Fresenius Medical Care	100 Main Street	Drywall, Painting & Tile	\$3,000
1907	Kerns, Michael	103 Southview Dr.	Bathroom Remodel	\$5,600

Cm. Scott, seconded by Cm. Ochsendorf, **MOVED THAT THE MEETING BE ADJOURNED.** The motion carried.

The meeting adjourned at 8:05 p.m.

Approved by council at the meeting of March 11, 2015


 Van T. Broughton, Mayor

Attest:



Sutton R. Stokes, City Clerk

City of Elkins, WV

User:

Tracyf

Check Number	Vendor No	Vendor Name	Check Date	Check Amount
200	SweckW1	William Swecker	01/21/2015	1,450.00
201	WVStaAr	Sate of WV Armory Board	01/21/2015	198,550.00
378	99	COE Disbursement Account	01/12/2015	12,910.79
379	99	COE Disbursement Account	01/15/2015	22,456.65
380	99	COE Disbursement Account	01/21/2015	18,679.15
381	Payroll	COE Payroll	01/21/2015	38,249.25
382	99	COE Disbursement Account	01/21/2015	58,663.72
383	Payroll	COE Payroll	01/23/2015	465.64
384	99	COE Disbursement Account	01/26/2015	152.08
385	001	COE General Fund 2	01/30/2015	34300.37
386	BB&T	BB&T Governmental Finance	01/30/2015	2722.68
387	BB&T2	BB&T Governmental Finance	01/30/2015	2286.67
388	BendePa	Paul Bender	01/30/2015	850.00
389	CbwwFp	Citizens Bank of WV	01/30/2015	6096.55
390	CbwwPp	Citizens Bank of WV	01/30/2015	14355.51
391	CoeOpeb	COE OPEB Escrow Account	01/30/2015	158.00
392	CoePark	COE Parks and Recreation	01/30/2015	16666.66
393	DandE	Davis and Elkins College	01/30/2015	4000.00
394	DepotWe	Depot Welcome Center	01/30/2015	587.74
395	ElkBuil	Elkins Building Comm.	01/30/2015	3861.46
396	GuttmFl	Guttman Energy, Inc.	01/30/2015	8302.48
397	InterAc	Inter Act Public Safety System	01/30/2015	395.00
398	JacksGr	Grover C. Jackson, Jr.	01/30/2015	1800.00
399	MonPowe	Mon Power	01/30/2015	13421.93
400	MountGa	Mountaineer Gas Company	01/30/2015	32.00
401	RCCvb	Rand Co CVB	01/30/2015	3610.41
402	RetirHe	Retire Health Benefit Trust Fund	01/30/2015	328.00
403	SayreDa	Daniel Sayre	01/30/2015	175.78
404	WVFBMC	WV FBMC	01/30/2015	15.40
405	WVPeia	WV Public Employee Insurance Agency	01/30/2015	1070.00
406	WVPers	WV Consolidated Retirement Board	01/30/2015	114.33
407	WVPerso	COE Payroll	01/30/2015	19.76
408	WVTreas2	WV State Treasurer's Office/Mr. Brown	01/30/2015	2483.36
409	Wvwea	WV-WEA	01/30/2015	60.00
410	UnitedBa	United Bank Loan Processing Center	01/30/2015	438.49
1981	99	COE Disbursement Account	01/12/2015	503.42
1982	99	COE Disbursement Account	01/15/2015	1,689.97
1983	99	COE Disbursement Account	01/21/2015	60.68
1984	Payroll	COE Payroll	01/21/2015	2,269.57
1985	99	COE Disbursement Account	01/21/2015	2,310.27
2098	99	COE Disbursement Account	01/12/2015	12,647.61
2099	99	COE Disbursement Account	01/15/2015	12,153.08
2100	99	COE Disbursement Account	01/21/2015	12,253.01
2101	Payroll	COE Payroll	01/21/2015	1,562.65
2102	99	COE Disbursement Account	01/21/2015	3,383.25
2242	99	COE Disbursement Account	01/12/2015	1,559.77
2243	99	COE Disbursement Account	01/15/2015	14,668.51
2244	99	COE Disbursement Account	01/21/2015	1,517.66
2245	Payroll	COE Payroll	01/21/2015	11,079.47
2246	99	COE Disbursement Account	01/21/2015	20,406.95
2253	99	COE Disbursement Account	01/12/2015	2,016.95
2254	99	COE Disbursement Account	01/15/2015	37,391.26
2255	99	COE Disbursement Account	01/21/2015	9,012.87
2256	Payroll	COE Payroll	01/21/2015	13,338.61
2257	99	COE Disbursement Account	01/21/2015	24,195.48
2330	99	COE Disbursement Account	01/12/2015	1,578.86
2331	99	COE Disbursement Account	01/15/2015	5,086.58
2332	99	COE Disbursement Account	01/21/2015	3,861.51
2333	Payroll	COE Payroll	01/21/2015	6,045.95
2334	99	COE Disbursement Account	01/21/2015	13,352.86
25161	CoeGen2	COE General Fund	01/12/2015	3,742.78
25162	CoeLand	COE Landfill	01/12/2015	3,357.45
25163	CoePark	COE Parks and Recreation	01/12/2015	115.00

25164	CoeSana	COE Sanitation	01/12/2015	11,153.22
25165	CoeSewer	COE Sewer	01/12/2015	11,124.71
25166	COEWate	COE Water Fund	01/12/2015	9,511.33
25167	CoeGen2	COE General Fund	01/13/2015	517.98
25168	CoeLand	COE Landfill	01/13/2015	871.62
25169	CoeSana	COE Sanitation	01/13/2015	2,771.20
2 0	CoeSewer	COE Sewer	01/13/2015	3,154.10
2 1	COEWate	COE Water Fund	01/13/2015	3,635.31
2__2	CoeGen2	COE General Fund	01/14/2015	13,365.38
25173	CoeLand	COE Landfill	01/14/2015	3,083.59
25174	CoeSana	COE Sanitation	01/14/2015	9,566.26
25175	CoeSewer	COE Sewer	01/14/2015	18,643.25
25176	COEWate	COE Water Fund	01/14/2015	10,531.98
25177	CoeGen2	COE General Fund	01/15/2015	6,682.98
25178	CoeLand	COE Landfill	01/15/2015	1,684.57
25179	CoePark	COE Parks and Recreation	01/15/2015	275.00
25180	CoeSana	COE Sanitation	01/15/2015	6,619.48
25181	CoeSewer	COE Sewer	01/15/2015	33,208.54
25182	COEWate	COE Water Fund	01/15/2015	12,230.27
25183	CoeGen2	COE General Fund	01/16/2015	4,460.34
25184	CoeLand	COE Landfill	01/16/2015	3,273.87
25185	CoeSana	COE Sanitation	01/16/2015	11,408.41
25186	CoeSewer	COE Sewer	01/16/2015	14,407.86
25187	COEWate	COE Water Fund	01/16/2015	13,850.56
25188	CoeGen2	COE General Fund	01/20/2015	4,494.19
25189	CoeLand	COE Landfill	01/20/2015	5,386.22
25190	CoeSana	COE Sanitation	01/20/2015	18,623.91
25191	CoeSewer	COE Sewer	01/20/2015	39,245.31
25192	COEWate	COE Water Fund	01/20/2015	35,090.11
25193	CoeGen2	COE General Fund	01/21/2015	31,764.80
25194	CoeLand	COE Landfill	01/21/2015	413.76
25195	CoePark	COE Parks and Recreation	01/21/2015	1,840.00
25196	CoeSana	COE Sanitation	01/21/2015	1,262.22
2 17	CoeSewer	COE Sewer	01/21/2015	1,776.33
2 18	COEWate	COE Water Fund	01/21/2015	1,493.64
25199	CoeGen2	COE General Fund	01/22/2015	6,168.91
25200	CoeLand	COE Landfill	01/22/2015	405.23
25201	CoeSana	COE Sanitation	01/22/2015	1,231.09
25202	CoeSewer	COE Sewer	01/22/2015	1,439.16
25203	COEWate	COE Water Fund	01/22/2015	1,496.02
25204	CoeGen2	COE General Fund	01/23/2015	28,806.70
25205	CoeLand	COE Landfill	01/23/2015	634.00
25206	CoePark	COE Parks and Recreation	01/23/2015	36.95
25207	CoeSana	COE Sanitation	01/23/2015	1,960.56
25208	CoeSewer	COE Sewer	01/23/2015	2,912.29
25209	COEWate	COE Water Fund	01/23/2015	2,098.47
25210	CoeGen2	COE General Fund	01/26/2015	57,650.50
25211	CoeLand	COE Landfill	01/26/2015	1,072.72
25212	CoePark	COE Parks and Recreation	01/26/2015	310.00
25213	CoeSana	COE Sanitation	01/26/2015	5,000.67
25214	CoeSewer	COE Sewer	01/26/2015	3,754.08
25215	COEWate	COE Water Fund	01/26/2015	3,178.57
25216	CoeGen2	COE General Fund	01/27/2015	41,047.98
25217	CoeLand	COE Landfill	01/27/2015	202.87
25218	CoePark	COE Parks and Recreation	01/27/2015	355.00
25219	CoeSana	COE Sanitation	01/27/2015	690.06
25220	CoeSewer	COE Sewer	01/27/2015	975.98
25221	COEWate	COE Water Fund	01/27/2015	1,710.18
25222	CoeGen2	COE General Fund	01/28/2015	5,831.35
23	CoeLand	COE Landfill	01/28/2015	136.38
24	CoeSana	COE Sanitation	01/28/2015	745.25
25225	CoeSewer	COE Sewer	01/28/2015	870.93
25226	COEWate	COE Water Fund	01/28/2015	1,498.20
62040	BrickMu	Brickstreet Mutual Insurance C	01/12/2015	8,073.00
62041	CiticVe	CIT Technology Finance Serv, I	01/12/2015	88.89
62042	ClarkWa	Clarksburg Water Board	01/12/2015	210.00
62043	CoeGen1	COE General Fund	01/12/2015	12,000.00

62044	CoeUtil	COE Utilities	01/12/2015	2,253.41
62045	ElkCham	Elkins Randolph County Chamber	01/12/2015	20.00
62046	ElzasCy	Elza's Cycle & ATV	01/12/2015	421.87
62047	LMCAso	LMC & Associates	01/12/2015	437.25
62048	Metalwo	Metalworks, Inc.	01/12/2015	85.00
62049	MonPowe	Mon Power	01/12/2015	6,676.26
62050	NortoHa	Norton Harding Jimtown	01/12/2015	18.66
62051	StandLa	Standard Laboratories, Inc.	01/12/2015	17.33
62052	TylerTe	Tyler Technologies, Inc.	01/12/2015	170.00
62053	Walgr	Walgreens	01/12/2015	50.00
62054	WVPers	WV Consolidated Retirement Boa	01/12/2015	9.73
62055	WVTreas	WV State Treasurer's Office	01/12/2015	686.00
62056	CoeSewe	COE Sewer	01/15/2015	10,574.36
62057	GhostAcc	Ghost Account	01/15/2015	82,871.69
62058	Bfmc	BFMC, Inc.	01/21/2015	3,995.00
62059	BiserTh	Theodore R Biser	01/21/2015	3,637.00
62060	Chase	Chase Equipment Finance-Dept.	01/21/2015	2,092.01
62061	ClarkWa	Clarksburg Water Board	01/21/2015	210.00
62062	CoeGenI	COE General Fund	01/21/2015	12,000.00
62063	CommIns	Commercial Insurance	01/21/2015	5,840.00
62064	Dtc	Davis Trust Company	01/21/2015	3,229.52
62065	DyeRobe	Roberta Dye	01/21/2015	150.00
62066	ElkCham	Elkins Randolph County Chamber	01/21/2015	250.00
62067	ElkTruc	Elkins Truck Service, Inc	01/21/2015	174.00
62068	ElzasCy	Elza's Cycle & ATV	01/21/2015	720.79
62069	GuttmFl	Guttman Energy, Inc.	01/21/2015	1,433.88
62070	InkSpot	Ink Spot Printing Company	01/21/2015	105.00
62071	KittIEI	Elizabeth Kittle	01/21/2015	150.00
62072	LlIden	Ll Identity Solutions	01/21/2015	28.85
62073	LMCAso	LMC & Associates	01/21/2015	2,300.00
62074	MissUt	Miss Utility of WV	01/21/2015	31.20
62075	Mvb	Monongahela Valley Bank	01/21/2015	1,520.92
62076	SteveEl	Steven Miller	01/21/2015	1,620.00
62077	TrickHa	Trickett Hardware	01/21/2015	18.37
62078	TylerTe	Tyler Technologies, Inc.	01/21/2015	5,395.84
62079	WVJail	WV Regional Jail and Correctio	01/21/2015	482.50
62080	Aflac	AFLAC	01/21/2015	66.30
62081	CbwwFp	Citizens Bank of WV	01/21/2015	922.29
62082	CbwwPp	Citizens Bank of WV	01/21/2015	2,524.33
62083	ChildSu	Child Support Enforcement	01/21/2015	432.98
62084	CoeFed	COE Payroll	01/21/2015	9,458.66
62085	CoeFica	COE Payroll	01/21/2015	12,944.42
62086	CoeMisc	COE Misc	01/21/2015	467.00
62087	CoeOpeb	COE OPEB Escrow Account	01/21/2015	4,977.00
62088	Conseco	Washington National Insurance	01/21/2015	273.21
62089	DtcXmas	Davis Trust Company	01/21/2015	1,030.00
62090	ElkProFF	Elkins Professional Firefighte	01/21/2015	40.00
62091	Ing	Voya Financial	01/21/2015	107.00
62092	LiveUn	Live United	01/21/2015	15.00
62093	RetirHe	Retiree Health Benefit Trust F	01/21/2015	12,713.90
62094	WVFBMC	WV FBMC	01/21/2015	1,186.14
62095	WVPeia	WV Public Employee Insurance A	01/21/2015	40,053.33
62096	WVPers	WV Consolidated Retirement Boa	01/21/2015	27,754.82
62097	WVPerso	COE Payroll	01/21/2015	7,346.15
62098	CoeFed	COE Payroll	01/26/2015	57.52
62099	CoeFica	COE Payroll	01/26/2015	94.56
Report Total:				\$1,503,047.23