

REGULAR COUNCIL MEETING

February 2, 2012

Elkins Common Council met in regular session in the council chamber of city hall at 7:00 p.m. Thursday, February 2, 2012. Present were Mayor Duke Talbott; Councilpersons: J. S. Bibey, N. E. Bross-Fregonara, V. T. Broughton, M. D. Cuonzo, T. Z. Hensil, C. G. Kinnison, C. L. Metheny, J. J. Sabatino, M. D. Scott, and R. A. Woolwine; Operations Manager/Acting City Clerk R. P. Pingley, Treasurer L. D. Daniels-Smith; Police Chief Captain H. R. White, Jr.; Fire Chief T. W. Meader; Executive Secretary L. M. Barrick taking minutes; City Attorney G. S. Roberts, and Inter-Mountain Reporter Anthony Gaynor.

AGENDA ADJUSTMENTS

The Mayor noted one agenda adjustments Budget Revision No. 4 Street Department.

PUBLIC HEARING

Ordinance 139—Fire Service Fee Increase—Vic White of Elkins spoke to Council. He thanked Councilman Scott for his vote against the fire service fee increase. He asked Council to delay approval of the ordinance until more research can be done.

Joe Chabut of Elkins spoke to Council. He is the owner of two businesses in Elkins, the Elkins Truck Service and Elkins Truck and Wrecker Service. He is also a member of the Fire Department. He said that the fire fee increase is needed.

Jim Spears of Elkins spoke to Council. He said that our firefighters do a fantastic job. He wants everyone to have a fair shake. He wants Council to look at what is fair to the citizens. He feels that it is important that everyone gets the same level of service and also expressed concern that those that live outside of city limits should pay the same as those that reside within city limits. Also, Elkins is not getting their fair share of the monies given to Randolph County for the firefighters. All the volunteer fire departments in the county get the same amount of money regardless of how many residents they serve.

PUBLIC COMMENT

Karen Carper of On-Trac spoke to Council in regard to their discussion in the Street Department Committee on Wednesday. They are very proud of the success of the Polar Express this year. On-Trac would like to improve the look of downtown by lighting up the trees downtown. This could be achieved by installing outlets next to the boxes when the trees are being replaced this spring. They would also like to lay electrical and speaker wires for downtown events.

Joe Chabut of Elkins spoke again in regard to Fire Fees. He said that the Fire Department needs to have enough funding to have training instead of using their time for fundraisers. Also, he mentioned a former Purchasing Policy within the City. He said that when he was Fire Chief that City Clerk Graziani supplied him with a purchasing policy that said that anything that could be purchased in the city should be purchased in the city. This would provide additional B & O taxes to the city which would in turn provide additional income for the City.

CONSENT CALENDAR

Cm. Metheny, seconded by Cm. Broughton, **MOVED COUNCIL APPROVE THE MINUTES OF THE MEETING OF JANUARY 19, 2012.** The motion carried. Cm. Scott, seconded by Cw. Bross-Fregonara, **MOVED COUNCIL AMEND THE MINUTES OF THE MEETING OF JANUARY 19, 2012.** Cm. Scott noted that on page 4 in the Operations Manager portion of the minutes that the minutes should have stated, “more capacity than the landfill is currently producing.” The proposed amendment carried. The amended motion carried.

Cm. Woolwine, seconded by Cm. Bibey, **MOVED COUNCIL APPROVE THE MINUTES OF THE APPELLATE BOARD MEETING OF JANUARY 5, 2012.** The motion carried. Cm. Scott, seconded by Cm. Broughton, **MOVED COUNCIL AMEND THE MINUTES OF THE APPELLATE BOARD MEETING OF JANUARY 5, 2012.** Cm. Scott noted that on page 2 in the report by Mr. Snead the cost to the residents that carry flood insurance could be an additional \$500/year. The proposed amendment carried. The amended motion carried.

OLD BUSINESS

Cw. Bross-Fregonara, seconded by Cm. Bibey, **MOVED COUNCIL APPROVE THE APPOINTMENT OF JOANNA MCKAY TO ELKINS HISTORIC LANDMARKS COMMISSION.** The motion carried.

Cm. Woolwine, seconded by Cm. Bibey, **MOVED COUNCIL APPROVE THE THIRD AND FINAL READING OF ORDINANCE 139, FIRE SERVICE FEE.** The motion carried.

Planning Commission—Mayor Talbott has spoken to Jimmy Hammonds. Mr. Hammonds felt that Mayor and Council needs to give the Commission more direction. Mayor Talbott suggested that the Planning Commission members come to meet with Council at a future date. The Commission needs to have conversations with other organizations such as On Trac, RCDA, etc. Mayor Talbott will finish polling Planning Commission and ask them to attend a future City Council Meeting.

NEW BUSINESS

Cw. Cuonzo, seconded by Cw. Bross-Fregonara, **MOVED COUNCIL APPOINT SUTTON ROYAL STOKES TO THE CITY CLERK POSITION FOR THE TERM ENDING 12-31-12.** The motion carried. Cw. Cuonzo thanked all those who served on the committee and those who were interviewed. She said that Elkins is lucky to have such wonderful folks.

Cm. Bibey, seconded by Cm. Broughton, **MOVED COUNCIL APPROVE RESOLUTION 293 AUTHORIZING THE PARTICIPATION IN THE USDOE EECBG GRANT PROGRAM AND EXECUTION OF THE CONSULTING AGREEMENT WITH REGION VII PLANNING AND DEVELOPMENT COUNCIL.** The motion carried.

Cm. Metheny, seconded by Cm. Broughton, **MOVED COUNCIL APPROVE THE REQUEST FOR THE CITY OF ELKINS TO FORM A RELAY FOR LIFE TEAM AND FOR THE CITY OF ELKINS TO PAY A \$10.00 REGISTRATION FEE FOR EACH CITY OF ELKINS EMPLOYEE THAT JOINS THE TEAM.** The motion carried.

Cm. Sabatino, seconded by Cm. Kinnison, **MOVED COUNCIL APPROVE BUDGET REVISION NO. 4 – STREET DEPARTMENT.** The motion carried. Operations Manager Bob Pingley explained to Council that this Budget Revision is a line item change only for replacing assembly in bucket truck. Repairs will be done in house.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Woolwine, seconded by Cm. Broughton, **MOVED COUNCIL APPROVE THE INVOICES PRESENTED.** The motion carried. Cm. Woolwine questioned a payment made to Wilson Quality Millwork. Cm. Woolwine also questioned the need for a laptop computer in City Hall. It was noted that this purchase was made so that powerpoint presentations could be made at City Hall. This computer could be used by anyone at City Hall.

COMMITTEE REPORTS

BUILDING

Cm. Sabatino, seconded by Cm Woolwine, **MOVED COUNCIL GRANT PERMITS FOR THE TWELVE APPLICATIONS LISTED ON THE AGENDA.** The motion carried.

BUILDING PERMITS TO BE ACTED UPON				
February 2, 2012				
PERMIT	APPLICANT	LOCATION	DESCRIPTION	VALUE
876	Heckell, Renee	1607 Livingston Av	Remodel	\$ 25,000
877	Stennes, Michael	185 Summit St	Remodel Kitchen & Bathroom	\$ 15,000
878	Tingler, Freddie	509 Davis Av	Shingle Roof	\$ 20,000
879	Workman, Chad	312 1/2 Randolph Av	Remodel Bath	\$ 2,000
880	McLaughlin, Frances	65 1/2 13th St	Kitchen Cabinets & Counter Tops	\$ 5,000
881	Patella, Chris	103 16th St	Remodel Bathroom	\$ 5,000
882	Chidester, Chad	410 Scott St	Remodel Bathroom	\$ 2,600
883	Void			
884	Moyer, Jeremy	10 Kerens Hill	Repair Rotten Beams, Joists, and Sill Plates	\$ 6,250
885	Triplett, John	109 Chestnut St	Handicap Ramp	\$ 500
886	Tice, Alexander	41 Vine St	Replace Posts and Rail on Front Porch	\$ 1,250
887	Jones, Greg	218 Graham St	Straighten Wall & Prep for Tile	\$ 1,800
888	Biller, Kay	1001 North Randolph Av	Kitchen Renovation	\$ 6,200

SANITATION AND LANDFILL

No report. Next meeting 2nd Monday in February at 5:30 p.m. (February 13, 2012).

WATER

No report. Next meeting. Monday at 3:00 p.m. (February 6, 2012).

FINANCE

No report.

STREET

Looked at restoring old Street Sweeper. Costs are just too high. Next meeting Wednesday, March 7, 2012 at 1:00 p.m.

RULES AND ORDINANCES

There is a copy of minutes in packets. The committee has a plethora of items in the works. The committee should have a Nuisance Ordinance soon so that the Code Enforcement Officer will have more power. Next meeting Tuesday, February 7, 2012 at 4:00 p.m.

MUNICIPAL PROPERTY

REGULAR COUNCIL MEETING

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Next meeting February 22 at 7:00 p.m.

PERSONNEL

No report. Will need to change next meeting date.

PUBLIC SAFETY

Next meeting February 22, 2012 at 5:45 p.m. Review of criminal fines at meeting.

ADMINISTRATIVE OFFICER REPORTS

OPERATIONS MANAGER

Operations Manager Bob Pingley reported that the Street Department has been using the good weather to trim trees, shrubs, and brush at right-of-ways. Rodney Nutter and another employee are checking street lights to find out which ones are not burning and which bulbs need replaced. Mr. Pingley noted that February 2, 2012 was Mike Barkley's last day. He welcomed two new employees—Wes Lambert—Class II who is eligible to take Class III test (in October) and Kevin Arnold. The City really needs to have a Class IV Operator. Robert Johnson will stay until October or November 2012. Green Grant Pre-Bid was held today. There were three bidders and Carrie Smith of Region VII Planning & Development in attendance.

TREASURER

Treasurer Lisa Daniels-Smith reported that cross training was very successful since Revenue Officer Doris Williams fell in the office last Friday and had to have a complete hip replacement. Deputy Treasurer Joyce Chenoweth had been cross-trained to perform Doris' duties so they are keeping up-to-date. The contract for the new Street Sweeper has been executed. Treasurer Lisa Daniels-Smith reported that the Springbrook training went well. The Account Receivable function was not tied into the system. Therefore, the City has not been following generally accepted accounting principles. This can all be corrected now that the Treasurer and Utility Billing Manager have had the training on how to turn on the appropriate modules for Springbrook. She noted the trip to Portland for Springbrook training was very beneficial and will make Springbrook work better for everyone. Treasurer Daniels-Smith has created budget worksheets for the administrative officers to make their budget preparation easier. Basically, these worksheets list dollar amounts for the past two years and have lines to complete for the next budget year.

POLICE

Police Chief Captain H. R. White, Jr. reported that Patrolman Sigley is still on probation but now able to work on his own. His addition to the staff results in less overtime, better coverage, and increased productivity. There will be a Police Civil Service Test given Saturday, February 4, 2012. This should result in several eligible entry level officers for the Civil Service roster. The Elkins Police Department collected \$5,580 in the police equipment fee during the month of January 2012. Chief White noted that his part-time officers generally run radar while they are on duty since they do not have case loads of their own.

FIRE CHIEF

No report.

MAYOR'S COMMENTS

Mayor Talbott will not be in attendance for the next Council Meeting on February 16, 2012. Acting City Clerk Robert Pingley will be presiding. The Mayor will be leaving on February 10 and returning on February 20, 2012.

OTHER BUSINESS

Councilman Joe Sabatino said that the deadline for registering for the On Trac Seminar in Parkersburg is February 3, 2012.

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Cw. Bross-Fregonara asked City Attorney Geraldine Roberts to check into the liability of city trees. The City Attorney will provide Council with an advisory.

Cm. Woolwine commented on the Old First Ward School. The Company that will be doing the work on the school will refurbish the school to original. They will add porch. They will do background checks on anyone prior to renting to them. Also, they would be renting only to senior citizens or disabled individuals. There would be restrictions on visitors. Cm. Woolwine feels that this construction/renovation would be a nice addition to First Ward.

The meeting adjourned at 8:50 p.m.