

Approved Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

*401 Davis Avenue
Council Chamber, 2nd Floor
May 19, 2016
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 N. E. Bross-Fregonara, M. D. Cuonzo, R.P. Dusenbury, C. H. Friddle, III, C. L. Metheny, E.R. Ochsendorf, D.C. Parker, M. D. Scott, L.H. Vest and R. A. Woolwine; City Treasurer T. Judy; Fire Chief T. W. Meader; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; Acting City Clerk L. M. Barrick (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

Police Chief C. Cross was absent.

PRESENTATION

Anne Beardslee of the Depot Welcome Center did a presentation for council and thanked Elkins City Council for their contributions for their organization.

MINUTES

Cm. Metheny, seconded by Cm. Ochsendorf, **MOVED APPROVAL OF THE MINUTES OF THE MAY 5, 2016.** The motion carried.

NEW BUSINESS

Cm. Scott, seconded by Cw. Bross-Fregonara, **MOVED APPROVAL OF ORDINANCE 210: ESTABLISHING RULES AND REGULATIONS REGARDING THE PROHIBITION OR LIMITATION OF NOISE WITHIN THE CORPORATE CITY LIMITS OF ELKINS; ESTABLISHING EXEMPTIONS FOR NOISE; AND MAKING IT A CRIMINAL OFFENSE TO VIOLATE THE PROVISIONS OF THE ORDINANCE. READING 2 OF 2.** A discussion was held and a roll call vote was called.

Bross-Fregonara	Yea
Friddle	Yea
Parker	Yea
Woolwine	Nay

Cuonzo	Yea
Metheny	Nay
Scott	Yea

Dusenbury	Yea
Ochsendorf	Yea
Vest	Yea

The Ordinance carried.

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Cw. Cuonzo, seconded by Cw. Bross-Fregonara, **MOVED APPROVAL OF ORDINANCE 211: REPEALING ORDINANCE 071 CAT REGISTRATION.** A discussion was held. Treasurer Judy told Council that Cat Registration does not bring in \$500 per year. There is no way to enforce the ordinance and the supplies cost more than the registration brings in. The motion carried.

Cm. Scott, seconded by Cm. Dusenbury, **MOVED APPROVAL OF ORDINANCE 212: BUSINESS LICENSE FEE & PENALTY CHANGES EFFECTIVE 7/1/16.** The motion carried.

Cw. Cuonzo, seconded by Cw. Vest, **MOVED APPROVAL OF RESOLUTION 903: IN SUPPORT OF JOINT DEVELOPMENT ENTITY BROADBAND PROJECT.** (Cm. Friddle recused himself from vote because he is a member of the Randolph County Development Authority). The motion carried.

Cm. Dusenbury, seconded by Cm. Scott, **MOVED TO GO INTO EXECUTIVE SESSION FOR A PERSONNEL MATTER WITH CITY ATTORNEY GERRY ROBERTS.** Executive Session began at 7:40 p.m. At 8:20 p.m. City Council resumed with No Action Taken.

Cm. Ochsendorf, seconded by Cw. Cuonzo, **MOVED TO APPROVE RESOLUTION 904: APPROVING JESSICA SUTTON AS CITY CLERK FOR THE UNEXPIRED TERM OF SUTTON STOKES WITH A SALARY OF \$42,000.** The motion carried.

Moving Parking Meters into City Owned Parking Lots—Municipal Property Committee Chair Mark Scott told Council that they have been working with Main Street Design Committee to come up with a plan to move the downtown parking meters into the lots owned by the City of Elkins. An inventory of meters need to be done to determine if there are enough for the lots and a plan needs to be devised before final decisions can be made.

Cm. Ochsendorf, seconded by Cw. Cuonzo, **MOVED TO APPROVE RESOLUTION 905: APPROVING INVOICES RELATED TO THE WATER SYSTEM IMPROVEMENT PROJECT AND AUTHORIZING PAYMENT THEREOF: IJDC PROJECT 2012W-1336.** The motion carried.

The following requests to use or close city streets for special events have been approved by the appropriate administrative officers per the City's Events Protocol:

Cm. Scott, seconded by Cm. Ochsendorf, **MOVED TO APPROVE ELKINS MAIN STREET, MAD About Chocolate, June 10, 2016 3:00 – 10:00 p.m. and June 11, 2016 9:00 a.m. – 3:00 p.m. Davis Avenue from 4th to 2nd Street.** The motion carried.

Cm. Scott, seconded by Cm. Ochsendorf, **MOVED TO APPROVE AUGUSTA FESTIVAL, August 13, 2016 10:00 a.m. – 5:00 p.m. Church Lane to be closed for Vendors.** The motion carried.

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Cm. Scott, seconded by Cm. Ochsendorf, **MOVED TO APPROVE DAVIS MEMORIAL PRESBYTERIAN CHURCH, May 21, 2016, 9:00 a.m. to 1:30 p.m. Park Lane to Sycamore St. – Church Lane to be used to distribute food to the needy.** The motion carried.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Woolwine, seconded by Cm. Metheny, **MOVED APPROVAL OF 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 for the period May 3, 2016 through May 15, 2016.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits.

BUILDING PERMITS

Presented at council meeting of: May 19, 2016

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

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ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
160095	Sabatino, Joe	405 Kerens Ave.	Re-roof Porch Repair Soffit and Replace Gutter	\$4,000
160096	Higgins, Mary	134 Riverview Dr.	Re-roof	\$5,000
160097	Bourgeois, Brian	Lot 63 Heavner Acres	Electrical Service Inspection	\$500
160098	Lester, David	64 Thirteenth St.	Replacing Electrical Service and Panels	\$1,500
160099	Youth Health Service, Inc.	971 Harrison Ave,	Fence	\$813
160100	MPL Properties LLC	117 Graham St.	Replace Windows	\$5,400
160101	McCauley, Shannon	20 Second St.	Roofing	\$8,676
160102	Paugh, Kenny & Adeline	218 Sylvester Dr.	Install New Fence	\$1,000
160103	Williamson, Rose	124 Sunset Dr.	Install New Fence	\$1872
160104	Bender, Timmie	129 Livingston Ave.	Roof Repair	\$700
160105	Carr, Donna	30 Vine St.	Metal Roof	\$7,000
160106	Cacace, Mary	119 Chestnut St.	Remodel Entrance	\$3,000
160107	Greenfield Cabinetry, LLC	888 Industrial Park Rd.	Concrete Pad 23' X 72'	\$16,500
160108	Bennett, Darren	100 Sunset Dr.	Install Metal Roof	\$6,300
160109	Webley, Howard	107 Grandview Ave.	Replace Sidewalk	\$3,840
160110	Coffman, Stacy	326B S. Randolph Ave.	Replace Steps, Railing, and Siding	\$5,000

ADMINISTRATIVE OFFICERS REPORT

City Treasurer Tracy Judy passed out Audited Financial Statements which show that the City of Elkins got good results.

Operations Manager Bob Pingley provided City Council with a monthly report from Chapman Technical Group and also the Water Treatment Plant Progress Meeting.

ANNOUNCEMENTS

Municipal Properties Committee will meet in Room 212 of City Hall the 3rd Wednesday of June at 12:00 p.m.

Rules & Ordinances Committee will meet in Room 315 of City Hall tomorrow at 12:30 p.m.

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MAYOR'S COMMENTS

There will be a cleanup effort in the Seneca Mall on Saturday. The lot will be blocked off and the trees will be pruned, the weeds pulled, and the parking lot swept. If the weather permits, new lines will be painted for the spaces in the lot. In addition to the Seneca Mall, the volunteers will also be working on 1st Street, 2nd Street, and River Street. Everyone will be meeting at 10:00 a.m.

Cm. Metheny, seconded by Cm. Woolwine, **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 8:45 p.m.

*Approved by council at the meeting
of June 2, 2016*

Van T. Broughton, Mayor

Attest:

Lucinda M. Barrick, Acting City Clerk

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 5/03/2016 THRU 5/15/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00032	Absolute Assurance Drug Testin	R	5/06/2016	002021				202.00
00878	Balestra, Harr & Scherer CPAs,	R	5/06/2016	002022				4,000.00
00852	BB&T3 Governmental Finance	R	5/06/2016	002023				2,970.92
00075	Brickstreet Mutual Insurance C	R	5/06/2016	002024				7,966.00
00119	CIT Technology Finance Serv, I	R	5/06/2016	002025				209.00
00122	Citizens Bank of WVFP	R	5/06/2016	002026				16,791.00
00126	City of Clarksburg	R	5/06/2016	002027				92.00
00139	COE Fire Service Fee	R	5/06/2016	002028				74.82
00156	COE Sewer Depreciation Account	R	5/06/2016	002029				3,997.45
00157	COE Utilities	R	5/06/2016	002030				3,423.83
00158	COE Water Depreciation Account	R	5/06/2016	002031				3,796.84
00211	Depot Welcome Center	R	5/06/2016	002032				399.91
00943	Easypemrit Postage	R	5/06/2016	002033				438.82
00314	Guttman Energy, Inc.	R	5/06/2016	002034				2,329.44
00572	Rand Co CVB	R	5/06/2016	002035				3,599.16
01139	Andrew Roth	R	5/06/2016	002036				127.66
00644	Smith Backhoe & Dozer Service	R	5/06/2016	002037				400.00
00711	Tygarts Valley Transfer, Inc.	R	5/06/2016	002038				39,854.08
00262	U.S Bank Equipment Finance	R	5/06/2016	002039				70.00
00812	WV Regional Jail and Correctio	R	5/06/2016	002040				579.00
00116	Child Support Enforcement	R	5/11/2016	002041				994.21

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 5/03/2016 THRU 5/15/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00150	COE Payroll	R	5/11/2016			002043		10,165.44
00151	COE Payroll	R	5/11/2016			002044		12,937.30
00152	COE Payroll	R	5/11/2016			002045		3,888.00
00837	COE Payroll Reimbursement	R	5/11/2016			002046		71,731.58
00203	Davis Trust Company	R	5/11/2016			002047		1,110.00
00721	Live United	R	5/11/2016			002048		15.00
00741	Great-West Retirement Services	R	5/11/2016			002049		107.00
00747	Washington National Insurance	R	5/11/2016			002050		343.03
00080	Van Broughton	R	5/12/2016			002051		13.26
00886	Deist Industries, Inc.	R	5/12/2016			002052		3,835.00
00085	Burgess & Niple, Inc.	R	5/12/2016			002053		3,911.38
00132	Clarksburg Water Board	R	5/12/2016			002054		315.00
00154	COE Sanitation	R	5/12/2016			002055		842.03
00202	Davis Trust Company	R	5/12/2016			002056		100.20
00943	Easypermilt Postage	R	5/12/2016			002057		190.59
00250	Elkins-Randolph Co. Airport Au	R	5/12/2016			002058		12,664.23
00314	Gutman Energy, Inc.	R	5/12/2016			002059		1,844.84
01025	Heritage Hearing Aid Center, I	R	5/12/2016			002060		35.00
00368	Ink Spot Printing Company	R	5/12/2016			002061		154.00
00280	Tracy R. Judy	R	5/12/2016			002062		116.64
00430	Maintenance and Security Servi	R	5/12/2016			002063		147.00

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 5/03/2016 THRU 5/15/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00483	Mountain Valley Bank	R	5/12/2016			002065		131.83
00508	Norton Harding Jintown	R	5/12/2016			002066		18.66
00578	Rand-Elkins Health Dept.	R	5/12/2016			002067		195.00
00591	Retiree Health Benefit Trust F	R	5/12/2016			002068		2,402.70
01137	Tim's Floor Care	R	5/12/2016			002069		325.00
00822	WV State Treasurer's Office	R	5/12/2016			002070		1,235.00

*** T O T A L S ***

NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS: 50	221,665.24	0.00	221,665.24
HAND CHECKS: 0	0.00	0.00	0.00
DRAFTS: 0	0.00	0.00	0.00
EFT: 0	0.00	0.00	0.00
NON CHECKS: 0	0.00	0.00	0.00
VOID CHECKS: 0	0.00	0.00	0.00
VOID CREDITS: 0	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: Pool TOTALS: 50 INVOICE AMOUNT 221,665.24 DISCOUNTS 0.00 CHECK AMOUNT 221,665.24

BANK: Pool TOTALS: 50 INVOICE AMOUNT 221,665.24 DISCOUNTS 0.00 CHECK AMOUNT 221,665.24

5/16/2016 7:16 AM
 ELKINS
 BANK: WATIM Water System Improvement
 DATE RANGE: 5/03/2016 THRU 5/15/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00107	Chapman Technical Group	R	5/09/2016			000021		46,153.75
00453	McNeer, Highland, McMunn and V	R	5/09/2016			000022		200.00
01115	Pro Contracting Inc	R	5/09/2016			000023		400,806.24
01116	Tilton Construction	R	5/09/2016			000024		53,124.03
01142	Evogua Water Technologies LLC	R	5/09/2016			000025		286,075.30

* * T O T A L S * *

NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS: 5	786,359.32	0.00	786,359.32
HAND CHECKS: 0	0.00	0.00	0.00
DRAFTS: 0	0.00	0.00	0.00
EFT: 0	0.00	0.00	0.00
NON CHECKS: 0	0.00	0.00	0.00
VOID CHECKS: 0	0.00	0.00	0.00
VOID DEBITS			0.00
VOID CREDITS			0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: WATIM TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		5	786,359.32	0.00	786,359.32
BANK: WATIM	TOTALS:	5	786,359.32	0.00	786,359.32
REPORT TOTALS:		55	1,008,024.56	0.00	1,008,024.56

SELECTION CRITERIA

VENDOR SET: 01-Elkins
 VENDOR: ALL
 BANK CODES: ALL
 FUNDS: ALL

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
 DATE RANGE: 5/03/2016 THRU 5/15/2016
 CHECK AMOUNT RANGE: 0.00 THRU 999,999.99
 INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: NO
 PRINT G/L: NO
 UNPOSTED ONLY: NO
 EXCLUDE UNPOSTED: NO
 MANUAL ONLY: NO
 STUB COMMENTS: NO
 REPORT FOOTER: NO
 CHECK STATUS: NO
 PRINT STATUS: * - ALL
