# ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

401 Davis Avenue Council Chamber, 2nd Floor June 2, 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, D.C. Parker, L.H. Vest and R. A. Woolwine; Police Chief C. Cross; City Treasurer T. Judy; Fire Chief T. W. Meader; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; Acting City Clerk L. Barrick (acting as recording secretary); and Inter-Mountain Reporter R. Adkins.

Cm. Metheny, Cm. Ochsendorf, and Cm. Scott were absent.

## **MINUTES**

Cm. Woolwine, seconded by Cw. Cuonzo, MOVED APPROVAL OF THE MINUTES OF THE MAY 19, 2016 MEETING. The motion carried.

#### **NEW BUSINESS**

Cw. Bross-Fregonara, seconded by Cm. Dusenbury, MOVED APPROVAL OF ORDINANCE 211: REPEALING ORDINANCE 071 CAT REGISTRATION. READING 2 OF 2. The motion carried.

Cw. Bross-Fregonara, seconded by Cm. Woolwine, MOVED APPROVAL OF ORDINANCE 212, AMENDING CHAPTER 6, SECTION 6-14.16, CITY BUSINESS LICENSE FEES. READING 2 OF 3. The motion carried.

Cw. Cuonzo, seconded by Cw. Bross-Fregonara, MOVED APPROVAL OF ORDINANCE 213: REGARDING VACANT STRUCTURES. READING 1 OF 2. Cm. Dusenbury REQUESTED THE MOTION BE AMENDED TO REQUIRE THE CITY TREASURER TO REGULARLY ADVISE COUNCIL OF THE AMOUNT OF FINES COLLECTED ON VACANT STRUCTURES. Cw. Cuonzo declined to accept the amendment. Cm. Friddle, seconded by Cw. Cuonzo, MOVED TO END DEBATE. The motion carried.

City Attorney Gerry Roberts explained the only change in the ordinance was on Page 6, paragraph C allowing the Code Enforcement Officer to register Vacant Structures when the owner does not. <u>The</u> motion carried.

Cm. Dusenbury, seconded by Cw. Vest, MOVED APPROVAL OF THE FOLLOWING REQUESTES TO USE OR CLOSE CITY STREETS FOR SPECIAL EVENTS THAT HAVE BEEN APPROVED BY THE APPROPRIATE ADMINISTRATIVE OFFICERS PER THE CITY'S EVENTS PROTOCOL:

# **Approved Minutes**

- i. July 1, 2015 5:00 p.m. to 11:00 p.m. Mt. State Street Machines Cruise-In Downtown.
- ii. July 2, 2016 and July 3, 2016 9:00 a.m. to 4:00 p.m. Mt. State Street Machines in Elkins City Parks. If the rain would make the park too wet, the event would be held downtown.
- iii. July 2, 2016 and July 3, 2016 8:00 a.m. to 5:00 p.m. Mt. State Street Machines, Church Lane, Vendor Row.

### APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Woolwine, seconded by Cm. Parker, 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 16, 2016 through May 30, 2016.

### CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

• Issued building permits.

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

# **BUILDING PERMITS**

Presented at council meeting of: June 2, 2016

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

# **Approved Minutes**

	ISSUE	ED BUILDING PERMIT	ΓS	
Permit	Applicant	Location	Description	Value
	Woodlands		Rewire, Plumbing,	\$70,000
160111	Development	149 Delaware Ave.	HVAC & Porch	\$70,000
			Wiring, HVAC, &	
			Remodel Garage into	\$240,000
160112	Davis & Elkins College	205 Sycamore St.	Offices	
	Walsh, Brendan &		Install New Roof,	\$10,686
160113	Amber	104 Evans Dr.	Windows & Fence	\$10,080
	US General Service			\$29,202
160114	Administration	300 Third St.	Remodel Office	\$29,202
160115	Carpenter, Patrick S.	135 S. Randolph Ave.	Install Metal Roof	\$18,000
			Electrical Service	\$1,500
160116	Barnhouse, Travis	1612 S. Davis Ave.	Inspection	φ1,300

### **MAYORS COMMENTS**

Lucinda M. Barrick, Acting City Clerk

Mayor Van Broughton distributed a Memorandum to Council, Administrative Officers, the press, and the Public about an Ad Hoc Committee—City Financial Outlook and Current Picture. He advised everyone that he has asked the following people to serve on this committee and to meet monthly to suggest ways to produce revenue for the City of Elkins. The members of the Ad Hoc Committee are as follows: Councilpersons Rhett Dusenbury, Woolwine, Friddle, Cuonzo, Parker, and Treasurer Tracy Judy.

Cm. Woolwine, seconded by Cw. Bross-Fregonara,	MOVED ADJOURNMENT. The motion carried.
The meeting adjourned at 7:35 p.m.	
	Approved by council at the meeting of June 16, 2016
	Van T. Broughton, Mayor
Attest:	

DATE RANGE: 5/16/2016 THRU 5/30/2016 VENDOR SET: 01 Elkins 5/31/2016 7:13 AM PCARD PCARD IMPORT A/P HISTORY CHECK REPORT

89.97	000000			5/18/2016	D	Galls, An Aramark Company	00286
3,545.64	000000			5/18/2016	D	Frontier	00283
571.37	000000			5/18/2016	D	Fisher Auto Parts	00273
196.38	000000			5/18/2016	D	Fastenal Company	00267
988.31	000000			5/18/2016	D	Patrick Elza	00254
302.86	000000			5/18/2016	D	Elkins Fordland	00238
5,320.15	000000			5/18/2016	D	Digital Soup LLC, The	00214
229.09	000000			5/18/2016	D	Davis Electrical Svc. Inc	00201
1,000.00	000000			5/18/2016	D	Cunningham Collision	00189
119.00	000000			5/18/2016	D	Continental Research Corp	00174
1,901.56	000000			5/18/2016	D	Citynet	00128
288.33	000000			5/18/2016	D	Cequel Communications, LLC	00103
11,034.57	000000			5/18/2016	D	C I Thornburg Co. Inc.	00092
635.33	000000			5/18/2016	D	Builders Group, Inc.	00082
567.61	000000			5/18/2016	D	Baker Truck Equipment Co	00041
2,417.61	000000			5/18/2016	D	Auto Zone Store #1115	00035
934.20	000000			5/18/2016	D	ATCO International	00034
1,364.24	000000			5/18/2016	D	AT&T MOBILITY	00033
658.51	000000			5/18/2016	D	Applied Industrial Tech, Inc.	00025
841.48	000000			5/18/2016	D	Airgas USA, LLC	00007
405.00	000000			5/18/2016	D	Ace Exterminators	00005
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A/P HISTORY CHECK REPORT

PAGE: 2

PCARD PCARD IMPORT

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Performance Motors	Newlons International Sales, L	Naylor's Ace Hardware	Morgan Auto Parts	Steven D. Miller	Midwest Radar & Equipment	Mid-Atlantic Business Communic	McNeer, Highland, McMunn and ${\tt V}$	McCarty's Septic Service	Master Service Mid-Atlantic, I	Liberty Machine & Welding, LLC	Leslie Equipment Co.	LA Police Gear, Inc.	Kroger - MSC410237	John Deere Financial	J F Allen Co.	J & S Hydraulics, Inc	Elkins Inter-Mountain Company	Heaster-Hart LLC	HD Supply Waterworks	Go-Mart	NAME
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00703 00631 00620 00584 00583 00565 00551 DATE RANGE: 5/16/2016 THRU 5/30/2016 VENDOR SET: 01 00743 00731 00715 00687 00634 VENDOR I.D. 00742 00726 00725 5/31/2016 7:13 AM 00827 00796 00885 00867 00844 00841 PCARD PCARD IMPORT Elkins NAME Valley Supply Company Telrite Corp. Shop N Save Sherwin Williams Schaeffer Manufacturing Compan Reliable Roofing Co. Inc. REI Consultants Inc. Quill Corporation Preiser Scientific, Inc. USA Blue Book US Postmaster Unifirst Corporation Tractor Supply Company Walgreens All Creatures Great & Small WV DEP Water & Waste Mgmt Walmart Junior Auto Repair Darren's Pizza Shack Amazon Xerox Corporation A/P HISTORY CHECK REPORT STATUS D D D U D D D U D U D U U U U U 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 DATE 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 CHECK INVOICE AMOUNT DISCOUNT 000000 000000 000000 CHECK 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 000000 NO STATUS CHECK PAGE: 1,226.46 1,852.36 1,013.91 3,139.72 2,125.00 AMOUNT 392.40 255.00 601.40 996.85 CHECK 348.43 219.67 807.43 555.38 664.60 45.90 89.98 15.00 98.96 520.00 15.20 7.44

DATE RANGE: 5/16/2016 THRU 5/30/2016

01 Elkins PCARD PCARD IMPORT

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01124 01121 01120 01106 01101 01098 01076 01075 01068 01031 01004 86600 00926 00911 00910 80600 00900 00909 00897 00891 00889 VENDOR I.D. Wendling's Food Service JB Industrial Save a Lot Masterpiece, Inc. Ogden Enterprise & Trailer Sal Classic Floor Coverings Subway Morgantown Security & Fire MonPower-Draft Qualification Targets Inc. MailChimp Wendy's McDonald's Paypal NAME Halsen Products Company Papa John's Pizza National Road Utility Supply, Kentucky Fried Chicken Grand China Buffet Grill Mountaineer Power Equipment Lowe's Home Center, LLC STATUS D U U U D U U U U U U U D U U U U U U 5/18/2016 CHECK DATE INVOICE AMOUNT DISCOUNT 000000 CHECK NO CHECK STATUS 47,270.04 2,032.46 4,202.00 1,525.39 4,842.67 1,116.38 216.67 303.55 400.00 423.00 299.82 AMOUNT 228.75 77.95 13.50 28.76 424.98 13.02 16.06 35.00 66.95 48.00 CHECK

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Pool Pooled Cash Elkins

A/P HISTORY CHECK REPORT

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00786 00810 00712 00591 00468 00412 00368 00366 00314 01140 00154 00132 00110 00837 00152 00151 00055 00854 00484 00150 00147 VENDOR I.D. WV Bureau for Public Health WV Public Employee Insurance A R Tyler Technologies, Inc. Retiree Health Benefit Trust F R Miss Utility of WV Morphotrust USA Ink Spot Printing Company Whitney Hymes Guttman Energy, Inc. J.P. Morgan Equipment Finance-United Bankcard Center COE Payroll NAME Dunn Engineers, Inc. COE Sanitation Clarksburg Water Board COE Payroll Reimbursement COE Payroll COE Payroll Mountaineer Gas Company Paul Bender COE Misc R 5/19/2016 STATUS W R R N R R 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/24/2016 5/18/2016 5/18/2016 5/18/2016 5/18/2016 5/16/2016 5/16/2016 5/16/2016 5/16/2016 5/16/2016 DATE CHECK INVOICE AMOUNT DISCOUNT 002087 002090 002088 002089 002086 002085 002084 002083 002082 002081 002080 002079 002078 002077 002076 002075 002074 002073 002072 002071 000000 CHECK NO CHECK STATUS 18.00 100.00 151,826.91 1,892.30 1,778.20

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BANK: Pool Pooled Cash VENDOR SET: 01 Elkins 5/31/2016 7:13 AM A/P HISTORY CHECK REPORT PAGE:

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10,269.00	002112		5/24/2016	R	Retiree Health Benefit Trust F	00591
	002111		5/24/2016	$\pi$	Mountain Valley Bank	00483
	002110		5/24/2016	Ħ	Guttman Energy, Inc.	00314
	002109		5/24/2016	R	FBMC	00805
	002108		5/24/2016	R	Elkins Randolph County Chamber	00243
	002107		5/24/2016	R	Elkins Professional Firefighte	00242
	002106		5/24/2016	R	Easypermit Postage	00943
	002105		5/24/2016	R	Citizens Bank of WVPp	00122
	002104		5/24/2016	R	Citizens Bank of WVFP	00121
	002103		5/24/2016	Ħ	BB&T Governmental Finance	00047
	002102		5/24/2016	N	AFIAC	00006
	002101		5/24/2016	×	Absolute Assurance Drug Testin	00032
	002100		5/24/2016	R	Washington National Insurance	00747
	002099		5/24/2016	R	Great-West Retirement Services	00741
	002098		5/24/2016	R	Live United	00721
	002097		5/24/2016	R	Davis Trust Company	00203
	002096		5/24/2016	×	COE Payroll Reimbursement	00837
	002095		5/24/2016	R	COE Payroll	00152
14,110.16	002094		5/24/2016	R	COE Payroll	00151
11,206.07	002093		5/24/2016	R	COE Payroll	00150
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BANK: Pool Pooled Cash

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381,479.45	CHECK AMOUNT 381,479.45				0.00	0.00	0.00	0.00	381,479.45	CHECK AMOUNT	1,914.48	40,324.77	1,900.00	27,627.88	1,719.18	1,157.69	1,335.00	10,000.00	89.00	CHECK CHECK STATUS AMOUNT

VENDOR SET: 01 Elkins 5/31/2016 7:13 AM SEWDP Sewer Depreciation A/P HISTORY CHECK REPORT PAGE:

DATE RANGE: 5/16/2016 THRU 5/30/2016

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2,389.19	000004		R 5/23/2016		City of Elkins	00140
STATUS AMOUNT	DISCOUNT	AMOUNT	STATUS DATE	ST	NAME	VENDOR I.D.
CHECK CHECK	CHECK	INVOICE	CHECK			

5/31/2016 7:13 AM VENDOR SET: 01 Elkins

A/P HISTORY CHECK REPORT

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BANK: WATDP Water Depreciation DATE RANGE: 5/16/2016 THRU 5/30/2016

00140 VENDOR I.D. NAME City of Elkins STATUS R 5/23/2016 DATE CHECK INVOICE AMOUNT DISCOUNT NO 000003 CHECK CHECK STATUS AMOUNT 12,061.71 CHECK

TOTAL ERRORS: 0 BANK: WATDP TOTALS: VENDOR SET: 01 BANK: WATDPTOTALS: \* \* TOTALS \* \* REGULAR CHECKS: HAND CHECKS: VOID CHECKS: NON CHECKS: DRAFTS: EFT: NO NO 0 VOID DEBITS VOID CREDITS 0.00 0.00 INVOICE AMOUNT INVOICE AMOUNT 12,061.71 12,061.71 12,061.71 0.00 0.00 0.00 0.00 0.00 DISCOUNTS DISCOUNTS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 CHECK AMOUNT CHECK AMOUNT 12,061.71 12,061.71 12,061.71 0.00 0.00 0.00 0.00

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DATE RANGE: 5/16/2016 THRU 5/30/2016

01116 VENDOR I.D. NAME Triton Construction STATUS 5/17/2016 DATE CHECK INVOICE AMOUNT DISCOUNT NO CHECK 000026 STATUS AMOUNT CHECK 67,612.40 CHECK

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SELECTION CRITERIA

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FUNDS: All

CHECK SELECTION

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CHECK AMOUNT RANGE: INCLUDE ALL VOIDS: YES

0.00 THRU 999,999,999.99

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: NO PRINT G/L: NO

UNPOSTED ONLY:

NO

STUB COMMENTS: MANUAL ONLY: EXCLUDE UNPOSTED: NO NO NO

REPORT FOOTER: NO

PRINT STATUS: CHECK STATUS:

\* - All