

***Approved Minutes***

**ELKINS COMMON COUNCIL  
REGULAR COUNCIL MEETING  
MINUTES**

***401 Davis Avenue  
Council Chamber, 2nd Floor  
May 4, 2017  
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 R.C. Chenoweth, M. D. Cuonzo, M.M. Hazen, C.C. Lowther, C. L. Metheny, E.R. Ochsendorf, D.C. Parker, L.H. Vest and R. A. Woolwine; Police Chief J.C. Raffety; City Treasurer T. Judy; Fire Chief T. W. Meader; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter M. Burdette.

C. Friddle, III was absent.

**PUBLIC COMMENT**

George Kniley of 110 Orchard Street spoke, with unanimous consent of council, in regards to the amount of trash on a neighboring property.

Kelly Campbell of 245 Boundary Ave requested council consider action to reduce incidents of speeding on Boundary Ave.

**MINUTES**

Cw. Cuonzo **MOVED APPROVAL OF THE MINUTES OF THE APRIL 13, 2017 SPECIAL COUNCIL MEETING.** The motion carried.

Cm. Metheny **MOVED APPROVAL OF THE MINUTES OF THE APRIL 18, 2017 SPECIAL COUNCIL MEETING.** The motion carried.

**NEW BUSINESS**

Cm. Woolwine **MOVED APPROVAL OF ORDINANCE 236: AN ORDINANCE TO MAKE ADJUSTMENTS IN THE CURRENT RATES OF BUSINESS & OCCUPATIONAL TAXES IN SEVERAL CATEGORIES (2<sup>ND</sup> OF THREE READINGS).** The motion carried.

Cw. Cuonzo **MOVED APPROVAL OF ORDINANCE 237: AMENDING CHAPTER 18 ARTICLE I OF THE ELKINS CITY CODE AND ORDINANCE ADOPTED JANUARY 7, 1993, TO MAKE THE INTERSECTION AT LIVINGSTON AVENUE AND FIFTEENTH STREET A TWO-WAY STOP.** The motion carried.

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Cm. Metheny MOVED TO TABLE **RESOLUTION 1014: AUTHORIZING MAYOR TO EXECUTE LEASE AGREEMENT FOR SOUTH DAVIS AVE. PROPERTY.** The motion carried.

Cw. Cuonzo MOVED APPROVAL OF **RESOLUTION 1021: ASSIGNMENT OF A SPECIAL COMMITTEE FOR THE PURPOSE OF HIRING A CHIEF OF POLICE FOR THE CITY OF ELKINS.** The motion carried.

Cw. Cuonzo MOVED APPROVAL OF **RESOLUTION 1022: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR D. SAYRE.** The motion carried.

Cm. Woolwine MOVED APPROVAL OF **RESOLUTION 1023: AUTHORIZING CODE ENFORCEMENT TO PURCHASE A 2017 JEEP COMPASS WITH FUNDS FROM ITS CAPITAL OUTLAY ACCOUNT, AND AUTHORIZING CONDITIONS OF FINANCING AGREEMENT AND THE EXECUTION OF FINANCING DOCUMENTS.** The motion carried.

Cw. Cuonzo MOVED APPROVAL OF FINANCING FOR THE **2017 JEEP COMPASS BE AWARDED TO MOUNTAIN VALLEY BANK UNDER THE CONDITIONS PRESENTED.** The motion carried.

Cm. Woolwine MOVED APPROVAL OF **RESOLUTION 1024: AUTHORIZING THE SALE AND DONATION OF TWO SURPLUS POLICE DEPARTMENT VEHICLES TO THE TOWN OF BEVERLY.** The motion carried.

Cm. Woolwine MOVED APPROVAL OF **RESOLUTION 1025: APPROVAL OF BUDGET REVISIONS 03 THROUGH 15 FOR FISCAL YEAR 2017.** The motion carried.

Cm. Woolwine MOVED APPROVAL OF **RESOLUTION 1026: APPROVAL OF BUDGET REVISION 2017-001-03 FOR FISCAL YEAR 2017.** In accordance with the requirements of the state auditor’s office for interdepartmental budget revisions, the chair ordered a roll-call vote. The clerk called roll in random order. The motion carried. Council votes were as follows:

R. Chenoweth	Yes	C. Lowther	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Metheny	Yes	R. Woolwine	Yes
C. Friddle, III	Absent	G. Ochsendorf	Yes	Mayor V. Broughton (in case of tie)	n/a
M. Hazen	Yes	D. Parker	Yes		

Cm. Chenoweth led a discussion of city recycling and what needs to be addressed and how best to accomplish this. The Mayor suggested the creation of a Recycling Committee to which he appointed Cm. Chenoweth chair. Cw. Hazen and Cm. Lowther also volunteered to serve as committee members.

Cw. Cuonzo led a discussion regarding changing the regular meeting time of council from 7:00 p.m. to 6:00 p.m. No action taken.

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Mayor Van Broughton recognized Citizens National Bank for contributions to the Elkins Police Department. Chief Raffety reported that Citizens provided office furniture which will be used for the Police Department expansion project.

With unanimous consent of council the Mayor moved items m and n as the last business of the agenda.

### **APPROVAL OF VENDOR INVOICE PAYMENTS**

Cm. Woolwine **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 April 17 – May 2, 2017.

### **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.

<b>ISSUED BUILDING PERMITS</b>				
<b>Permit</b>	<b>Applicant</b>	<b>Location</b>	<b>Description</b>	<b>Value</b>
<b>170101</b>	<b>Martin, Steve</b>	<b>1602 Sixteenth St.</b>	<b>Electrical Upgrade</b>	<b>1,000.00</b>
<b>170102</b>	<b>Scott, Darlene</b>	<b>1711 S Davis Ave.</b>	<b>Remodel Bathroom</b>	<b>600.00</b>
<b>170103</b>	<b>Fallon, James</b>	<b>107 Pleasant Ave.</b>	<b>Remodel, Upgrade Electrical Service</b>	<b>1,500.00</b>
<b>170104</b>	<b>Woodcock, Kevin</b>	<b>125 High St.</b>	<b>Remodel Front Porch</b>	<b>2,300.00</b>
<b>170105</b>	<b>Kittle, Amy</b>	<b>1018 S Kerens Ave.</b>	<b>Re-roof House and Garage</b>	<b>12,450.00</b>
<b>170106</b>	<b>Cain, Thomas</b>	<b>212 Buffalo St.</b>	<b>Replace Shingle Roof</b>	<b>4,200.00</b>
<b>170107</b>	<b>Harper, Jacqueline</b>	<b>202 Washington Ave.</b>	<b>Replace Sidewalk &amp; Enclose Back Porch</b>	<b>20,000.00</b>

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170108	Hazer, Jane Anne	211 Hinkle St.	Replace Windows	10,000.00
170109	Hedrick, Donald	104 Valley Ct.	Remodel Bathroom	5,000.00
170110	Davis Medical Center	812 Gorman Ave.	Remodel Second Floor	1,000,000.00
170111	Davis Medical Center	812 Gorman Ave.	Remodel Emergency Department	2,000,000.00
170112	Davis Medical Center	Cancer Center	Addition	1,000,000.00
170113	Huffnagel, Robert	301 Scott Ford Rd.	Replace Shingle Roof	9,068.00
170114	White, Jerry	109 Vector Ave.	Move a Wall & Re-Shingle Building	500.00
170115	Phillips, James	935 N Randolph Ave.	Sign	600.00
170116	Howell, Clara	1506 Lavalette Ave.	Repair roof	1,500.00
170117	Swisher, Dorsey	5 Woodford Dr.	New House	100,000.00
170118	Armontrout, Mark	1722 S Davis Ave.	Install New Bathtub	7,206.00

Cm. Metheny MOVED APPROVAL FOR COUNCIL TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING BOTH FIRE DEPARTMENT AND MUNICIPAL COURT PERSONNEL MATTERS. . The motion carried. Council entered executive session at 7:47 p.m. and returned at 8:28 p.m. The Chair announced that no action was taken.

Cm. Metheny MOVED ADJOURNMENT. The motion carried.

The meeting adjourned at 8:30 p.m.

*Approved by council at the meeting  
of May 18, 2017*

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Van T. Broughton, Mayor

*Attest:*

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Jessica R. Sutton, City Clerk