

## ***Approved Minutes***

# **ELKINS COMMON COUNCIL REGULAR MEETING MINUTES**

***401 Davis Avenue***

***Council Chamber, 2nd Floor***

***November 16, 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; C.H. Friddle, III; M.M. Hazen; C.C. Lowther; C. L. Metheny; E.R. Ochsendorf; D.C. Parker; L.H. Vest; and R. A. Woolwine; Police Chief G. Galloway; City Treasurer T. Judy; Fire Chief T. Meader; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; Executive Secretary L.M. Barrick (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

City Clerk J.R. Sutton was absent.

### **PUBLIC COMMENT**

Mark Doak, owner of multiple buildings in downtown Elkins, spoke on behalf of some downtown business owners and presented a handout to Elkins City Councilmembers. He would like for the 1% Sales Tax Proposal to be tabled.

Martha Metheny, 1700 Taylor Avenue, Elkins, owner of multiple buildings and a business in downtown Elkins, along with her husband, wishes for the 1% Sales Tax Proposal to be tabled.

Jay Wallace, Seneca Mall and Allegheny Insurance Owner, wishes the 1% Sales Tax Proposal to be tabled.

Rhett Dusenbury of Rep. Alex Mooney's Office commented that our public comment was a good example of an exercise of our constitutional rights and wished everyone a Happy Thanksgiving.

Kevin Howell, manager of a business at 501 Randolph Avenue, Elkins, spoke on how this 1% Sales Tax Proposal has brought the members of the Elkins business community together against the proposal.

Carman Metheny, Third Ward Councilman and Hanley Street, Elkins resident, spoke on behalf of the Finance Committee regarding the budget process for the City of Elkins. Mr. Metheny explained that each year the council cuts departmental budgets by ten percent, and that everything they do is totally transparent. The members of the community are welcome to the meetings and Mr. Metheny feels like each community member should serve a term on Council to see if they could do a better job.

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**PRESENTATIONS**

- a. Karen Jacobson - Randolph County Housing Authority - did not attend the meeting.
- b. Dave Clark - Woodlands Development Group - Mr. Clark provided Elkins City Council with a handout of Woodlands Development Group’s current projects. Exciting news for everyone in attendance was Woodland’s purchase of the Tygart Hotel and the plan to restore the building to a “boutique hotel” in partnership with a developer. The alternative plan would be to redevelop and maintain long-term rental housing.

**MINUTES**

Cm. Metheny **MOVED APPROVAL OF THE MINUTES OF THE PUBLIC HEARING OF NOVEMBER 2, 2017.** The motion carried.

Cm. Parker **MOVED APPROVAL OF THE MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 2, 2017.** The motion carried.

**NEW BUSINESS**

Mayor Broughton administered the Oath of Office to Firefighter Matthew Ogden

Mayor Broughton administered the Oath of Office to Firefighter Adam Roth

Cm. Woolwine **MOVED APPROVAL OF ORDINANCE 247: AMENDING CITY CODE CHAPTER 6, BUSINESS LICENSES, REGULATIONS AND TAXES, SECTION 6.02, TAX ON CONSUMER AND ORDINANCE 180 (2<sup>ND</sup> OF THREE READINGS).** The motion carried.

Cm. Friddle III **MOVED APPROVAL OF ORDINANCE 248: AMENDMENT TO THE ELKINS CITY CODE PROVIDING FOR THE REDUCTION OF BUSINESS & OCCUPATIONAL TAX AND IMPOSING CONSUMER SALES TAX (2<sup>ND</sup> OF THREE READINGS).** Cm. Chenoweth **MOVED THE ITEM BE LAID ON THE TABLE.** In accordance with Resolution 924 and the amended City of Elkins Rules of Council the chair called for a roll call vote. The clerk called roll in random order. The motion to table failed. Council votes were as follows:

R. Chenoweth	Yes	C. Lowther	Yes	L. Vest	Yes
M. Cuonzo	No	C. Metheny	No	R. Woolwine	No
C. Friddle III	No	G. Ochsendorf	No		
M. Hazen	No	D. Parker	No		

In accordance with Resolution 924 and the amended City of Elkins Rules of Council the chair called for a roll call vote on the original motion. The clerk called roll in random order. The motion carried. Council votes were as follows:

R. Chenoweth	No	C. Lowther	No	L. Vest	No
M. Cuonzo	Yes	C. Metheny	Yes	R. Woolwine	Yes
C. Friddle III	Yes	G. Ochsendorf	Yes		
M. Hazen	Yes	D. Parker	Yes		

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The Chair **MOVED FOR A RECESS WITHOUT OBJECTION.** The motion carried. Council recessed at 7:42 p.m. and returned at 7:44 p.m.

Cm. Woolwine **MOVED APPROVAL OF RESOLUTION 1072: AUTHORIZATION OF ANNUAL STIPEND FOR FISCAL YEAR 2018.** The motion carried.

Cm. Ochsendorf **MOVED APPROVAL OF RESOLUTION 1073: ADOPTING AND IMPLEMENTING NEW PERSONNEL POLICIES CONCERNING OVERTIME AND CALL-OUT TIME.** The motion carried.

Cm. Parker **MOVED APPROVAL OF RESOLUTION 1074: APPROVING INVOICES RELATING TO THE WATER SYSTEM IMPROVEMENT PROJECT AND AUTHORIZING PAYMENT THEREOF.** The motion carried.

Cw. Cuonzo **MOVED APPROVAL OF RESOLUTION 1075: AUTHORIZING SUBMISSION OF AN “INTENT TO APPLY” AND FINAL APPLICATION FOR FY2018 TRANSPORTATION ALTERNATIVES GRANT FUNDS, AND AUTHORIZING EXECUTION THEREOF.** The motion carried.

Cw. Hazen **MOVED APPROVAL OF A BUSINESS CARD TEMPLATE FOR CITY COUNCIL MEMBERS.** The motion carried.

**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 November 1 - November 14, 2017.

**CORRESPONDENCE AND NOTIFICATIONS**

Council received the following correspondence and notifications:

- Issued building permits
- Police Department Statistics
- Nuisance Code Enforcement Guide

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>170292</b>	<b>Smith, Stephen</b>	<b>303 Wilson St.</b>	<b>Install Metal Roof</b>	<b>4,500.00</b>

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170293	Lewis, Janet	204 Evergreen Dr.	Replace Roof Shingles	7,500.00
170294	Steffan, Michael	2 Monticello St.	Install Standby Generator	2,100.00
170295	Williams and Associates	427 Kerens Ave.	Repair Fence	2,349.00
170296	Postlethwait, Matthew	116 Buffalo St.	Replace 13 Windows	5,243.00
170297	Skidmoore, Richard	4 Boundary Ave.	Repair Porch Roof	3,734.00
170298	Chidester, Chad	119-123 Harman Lane	Separate water lines	2,500.00
170299	Tin People, LLC	125 Third St.	Install HVAC on First Floor	16,000.00
170300	Loftin, Karen	461 Central St.	Replace Windows and Gutters	1,900.00
170301	Williams & Associates	427 Kerens Ave.	Sign	1,500.00
170302	Wilmoth, Charles	103 Wilton Ave.	Install Metal Roof	3,007.00
170303	Digman, Jerry	100 Wisperwood Dr.	New 2330 Sq. Ft Home	164,184.00

**MAYOR'S COMMENTS**

Groundbreaking ceremony last week for the MonGeneral Heart & Vascular Clinic.  
Parks & Recreation meeting last night - The Eastern Regional Babe Ruth Tournament will be held in Elkins July 2018. They expect 900+ people to be in Elkins.  
Free downtown parking for the month of December 2017.

Cm. Woolwine **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 8:00 p.m.

*Approved by council at the meeting  
of December 7, 2017*

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Van T. Broughton, Mayor

*Attest:*

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Jessica R. Sutton, City Clerk