

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
May 17, 2018
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. W. Meader; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

Operations Manager R.P. Pingley was absent.

PRESENTATION

Elkins Welcome Depot Center Executive Director Anne Beardslee reported to council that so far this year the number of visitors to the Depot had increased by 250 people. The recent Ramps & Rail Festival was a huge success and Mrs. Beardslee thanked the City for their participation and support. The Depot is excited to receive an increase in funding and to have created a new arm dedicated to marketing and tourism, the Elkins-Randolph County Tourism CVB. Mrs. Beardslee introduced Taira Landevere the newly hired Director of Marketing for the organization. Mrs. Landevere addressed council, remarking that she is excited to move forward. She will be working with a marketing committee to develop a marketing plan. She is also partnering with the Beverly Heritage Center and has launched both a Facebook and Instagram account for the CVB.

MINUTES

Cm. Metheny, **MOVED APPROVAL OF THE MINUTES OF THE MAY 3, 2018.** The motion carried.

NEW BUSINESS

Cm. Woolwine, **MOVED APPROVAL OF ORDINANCE 254: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA, PROVIDING FOR THE VACATING, CLOSING, REMOVAL, OR DEMOLITION OF DWELLINGS, BUILDINGS AND STRUCTURES UNSAFE, UNSANITARY, DANGEROUS OR DETRIMENTAL TO THE PUBLIC SAFETY OR WELFARE AND AMENDING CHAPTER 5 OF THE ELKINS CITY CODE (1ST OF TWO READINGS).** The motion carried.

Cm. Woolwine, **MOVED APPROVAL OF RESOLUTION 1119: APPROVAL OF BUDGET REVISION 2018-001-02 FOR FISCAL YEAR 2018.** In accordance with the requirements of the state auditor's

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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	Yes	G. Ochsendorf	Yes	Mayor V. Broughton (in case of tie)	n/a
M. Hazen	Yes	D. Parker	Yes		

Cm. Woolwine, **MOVED APPROVAL OF RESOLUTION 1120: APPROVAL OF BUDGET REVISIONS 11 AND 12 FOR FISCAL YEAR 2018.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1121: ACCEPTING CONDITIONS OF OPERATING AGREEMENT BETWEEN THE ELKINS PARKS AND RECREATION COMMISSION AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION THEREOF.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1122: APPROVING INVOICES RELATING TO THE WATER SYSTEM IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF.** The motion carried.

Cm. Parker, **MOVED APPROVAL OF RESOLUTION 1123: ACCEPTING CONDITIONS OF MEMORANDUM OF UNDERSTANDING BETWEEN WOODLANDS DEVELOPMENT GROUP AND THE CITY OF ELKINS AND AUTHORIZING EXECUTION THEREOF.** The motion carried.

The City Clerk led council discussion on two sections of the 2018 Strategic Plan. Focus areas #3 – Improved Communications and #4 – Review and enhancement of governance and process protocols were discussed and amendments were made to these items. At the next regular council meeting, the discussion will focus on focus area #2 and the vision statement. Council agreed to then review the draft final plan after all revisions are made at the second meeting in June. A follow up special call meeting with Mr. Heywood will be scheduled after this time.

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 30 – May 11, 2018

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

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- Issued building permits.
- Treasurer's report
- Code Enforcement report

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
180086	Boggs, Bobby	123 Robert E Lee Ave.	Install Metal Roof	6,500.00
180087	Armentrout, William	1017 S Kerens Ave.	Install Windows	1,372.00
180088	**Void**	**Void**	**Void**	**Void**
180089	Shreve, Kathy	135 Vector Ave	Replace Deck on Rear of House	400.00
180090	Cooper, William	102 Short St.	Repair Roof from Snow Damage	1,200.00
180091	Elkins Housing Authority	Stoddard Ave.	Build Safety Walls in Office	5,000.00
180092	Martin, James	1316 S Henry Ave.	Fence	1,400.00
180093	Davis & Elkins College	Presidents House	Remodel Bathroom	46,000.00
180094	Biller, Clifford	336 Blaine Ave.	Build Bathroom Addition	8,000.00
180095	Giovannitti, Jennifer	10 Kerens Hill	Install New Siding	12,000.00
180096	Jordan, Jamie	414 Glendale Ave.	Install Windows	1,107.00
180097	Bartlett, Doris	201 White Oak Ln.	Replace Shingle Roof	7,950.00
180098	Friddle, Charles	119 Mountain View Dr.	Replace Shingle Roof	13,540.00
180099	Wells, Bruce & Tammy	145 State St.	Replace Shingle Roof	6,255.00
180100	Layfield, Simeon	8 Second St.	Build an Accessible Ramp	2,895.00
180101	Layfield, Simeon	6 Second St.	Repair Sidewalk	1,628.00
180102	Jones, Greg	118 Whisperwood Dr.	Install Deck 12' X 16'	850.00

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180103	Otterbein Church	1100 S Davis Ave	New Tower Roof	2,943.00
180104	Carr, Vernon	311 Eleventh St	Replace Shingle Roof	3,420.00
180105	Currence, Ralph	156 Delaware Ave.	Replace Shingle Roof	2,500.00
180106	Swecker, Joe	104 John St.	New Windows, Remodel Bath, Kitchen	9,400.00
180107	Riffle, Alexander	595 Harrison Ave.	Fence	3,020.00
180108	Smith Backhoe	4 Riverbend Rd.	Storage Shed	25,000.00
180109	Carr, Barbara	121 Orchard St.	Replace Shingle Roof	7,000.00

MAYOR'S COMMENTS

Upcoming events for this weekend include the Back to Blue 5k and a Kid's Fun Run. The Bike Rodeo has been rescheduled from tomorrow until June 2nd. Next week is the Mayor's Intra-City Track Meet and the Elkins High School graduation and after-party. The following week is a Memorial Day service at the All-Veterans Memorial.

City Hall will be closed on Monday, May 28th in observance of Memorial Day.

Cm. Parker also added that the river clean-up last weekend was a success. There were over 30 volunteers who collected over one ton of trash.

Cm. Metheny, **MOVED ADJOURNMENT. The motion carried.**

The meeting adjourned at 8:52 p.m.

*Approved by council at the meeting
of MONTH DAY, YEAR*

Van T. Broughton, Mayor

Attest:

Jessica R. Sutton, City Clerk