

## **REGULAR COUNCIL MEETING**

**March 03, 2011**

Elkins Common Council met in regular session in the council chamber of city hall at 7:03 p.m. Thursday, March 3, 2011. Present were Mayor Duke Talbott; Councilpersons: R. N. Beckwith, J. S. Bibey, N. E. Bross-Fregonara, H. K. Burford, M. D. Cuonzo, T. Z. Hensil, R. J. Malcolm, C. L. Metheny, D. G. Satterfield and R. A. Woolwine; R. P. Pingley, operations manager; A. L. Broschart, deputy city clerk; L. D. Daniels-Smith, city treasurer; H. R. White, Jr., police chief, T. W. Meader, fire chief; and G. S. Roberts, city attorney. P. J. Graziani, city clerk, was absent.

### **AGENDA ADJUSTMENTS**

1. Full-time position for parking meter attendant.
2. Recodification contract.

### **PUBLIC COMMENT**

Karen Carper, *On Trac* representative, requested support and participation for the downtown spring cleaning event to be held March 18 through March 23, 2011. She is hopeful the event will evolve into a community-wide cleanup effort. She presented Mayor Talbott with a broom to be displayed in the lobby of city hall to commemorate the event.

### **EXECUTIVE SESSION**

C'm Hensil, seconded by Cm Metheny, **MOVED COUNCIL ENTER INTO EXECUTIVE SESSION FOR CONSIDERATION OF A PERSONNEL MATTER PURSUANT TO WEST VIRGINIA STATE CODE 6-9A-4.** The motion carried. Council entered executive session at 7:09 p.m. Council resumed regular session at 7:56 p.m. No decisions were made; no actions were taken.

### **INFORMATIONAL PRESENTATION**

Ora L. Ash, director of Local Government Services of the West Virginia State Auditor's Office, delivered a calendar of events to the municipal budgeting process and gave direction to budget monitoring, control, and revisions. He provided West Virginia State Code which details the responsibility of the municipal governing body to ascertain the fiscal condition of the city.

Joyce Ferree, representative of Local Government Services of the West Virginia State Auditor's Office, provided direction on policy and procedures for internal control.

### **CONSENT CALENDAR**

Cm Metheny, seconded by Cw Bross-Fregonara, **MOVED THAT COUNCIL ACCEPT MINUTES PROPOSED FOR THE REGULAR MEETING OF FEBRUARY 17, 2011 AS PRESENTED.** The motion carried.

Cm Metheny, seconded by Cw Bross-Fregonara, **MOVED THAT COUNCIL ACCEPT MINUTES PROPOSED FOR THE SPECIAL MEETING MEETING OF FEBRUARY 23, 2011 AS PRESENTED.** The motion carried.

### **UNFINISHED BUSINESS**

Cw Cuonzo, seconded by Cm Woolwine, **MOVED COUNCIL ENTER INTO EXECUTIVE SESSION FOR CONSIDERATION OF AN ADMINISTRATIVE RESTRUCTURING PLAN.** The motion carried. Council entered executive session at 9:16 p.m. Council resumed regular session at 9:56 p.m. No decisions were made; no actions were taken.

**NEW BUSINESS**

Cw Cuonzo, seconded by Cm Metheny, **MOVED COUNCIL APPROVE THE EMPLOYEE TRAVEL REFLECTED ON THE AGENDA.** The motion carried. [A police officer will attend the WV Sexual Assault & Stalking Symposium in Charleston.]

Cw Burford, seconded by Cw Cuonzo, **MOVED COUNCIL ACCEPT STEVEN POAGE, IN THE POSITION OF PARKING METER ATTENDANT, TO BEGIN A 90-DAY PROBATIONARY PERIOD EFFECTIVE FEBRUARY 21, 2011.** The motion carried.

Cw Burford, seconded by Cm Woolwine, **MOVED COUNCIL APPROVE AUTHORIZATION FOR THE MAYOR TO ENTER INTO A CONTACT WITH WALTER H. DRANE COMPANY FOR PROFESSIONAL RECODIFICATION SERVICES.** The motion carried.

**COMMITTEE REPORTS**

**BUILDING**

The committee received 11 applications since the last meeting of council. Acting upon recommendation of the building inspector, the committee approved all application ready for consideration. Cm Malcolm, seconded by Cw Cuonzol, **MOVED COUNCIL GRANT PERMITS FOR THE 11 APPLICATIONS APPROVED BY THE COMMITTEE.** The motion carried.

<b>PERMIT</b>	<b>APPLICANT</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>VALUE</b>
S-572	Huntington National Bank	420 Davis Av	Miscellaneous exterior signs	\$ 6,350
573	Rowan, Richard	109 Evergreen Dr	Remodel Kitchen	\$ 4,000
574	Anger, Rachel	614 Yokum St	Renovate Kitchen and Refinish Hardwood Floors	\$ 3,000
575	Elkins Distributing Co.	1001 S. Davis Av	Extend Dock and Ice Repair	\$ 7,500
576	Gongola, Andrew	21 High St	Build Concrete patio	\$ 2,000
577	Dugan, James	33 Barron Av	New Garage	\$ 26,000
578	Pritt, Mac	316 Randolph Av	Replace front porch roof	\$ 2,250
579	Phillips, Debbie	100 Valley Ct	Replace shingle roof	\$ 5,950
580	Zelenak, James	229 Heavner Av	Repairs to porch	\$ 3,500
581	Conklin, Tim	120 Sunset Dr	Replace drywall and closet doors	\$ 2,500
582	Price, Stephanie	1503 S. Henry Av	Replace roof on back porch and paint	\$ 2,300

**ADMINISTRATIVE OFFICER REPORTS**

**OPERATIONS MANAGER**

The annual spring-cleanup will be held April 4<sup>th</sup> through April 15, 2011.  
The annual river clean-up is scheduled for April 16, 2011.

**POLICE CHIEF**

Oral interviews are scheduled for March 4, 2011, for applicants qualified for entry-level positions in the police department.

**MAYOR’S COMMENTS AND OTHER MATTERS**

The canvass of the election is scheduled for March 7, 2011 at 7:00 p.m. in council chamber of city hall.

Membership of committees for common council is being developed.

The meeting adjourned at 10:21 p.m.