

# **REGULAR COUNCIL MEETING**

**April 7, 2011**

Elkins Common Council met in regular session in the council chamber of city hall at 7:03 p.m. Thursday, April 7, 2011. Present were Mayor Duke Talbott; Councilpersons: Robert Nicholas Beckwith, James Stanley Bibey, Nanci Ellen Bross-Fregonara, Van Thomas Broughton, Marilyn Diane Cuonzo, Thomas Zane Hensil, Carman Lee Metheny, Danny Guy Satterfield, Mark David Scott and Robert Arden Woolwine; Robert Patrick Pingley, operations manager; Philip James Graziani, Jr., city clerk; Lisa Diane Daniels-Smith, city treasurer; Harry Robert White, Jr., police chief, Thomas William Meader, fire chief; and Geraldine S. Roberts, city attorney.

## **AGENDA ADJUSTMENTS**

1. Disposition of landfill.
2. Ordinance 124, adjusting water rates.

## **RECOGNITION**

Councilman Robert Jennings Malcolm was recognized for his years of service on council. He completed fourteen years of service March 31, 2011.

## **INFORMATIONAL PRESENTATION**

Gene Purkey, North Central West Virginia Community Action Association, Inc., explained the mission of *Group Workcamp 2011*. [“An assemblage of Christian youth from throughout the country, the program is fashioned around the ideal that youth can give back to the community through personally challenging themselves through helping others. Participants will perform small home repairs for needy, low-income individuals.”]

## **PUBLIC COMMENT**

There was none.

## **CONSENT CALENDAR**

Cw Cuonzo, seconded by Cm Bibey, **MOVED THAT COUNCIL ACCEPT MINUTES PROPOSED FOR THE REGULAR COUNCIL MEETINGS OF MARCH 3 AND MARCH 17 AND THE SPECIAL MEETING OF MARCH 24**; however, Cm Woolwine, seconded by Cm Satterfield, **MOVED TO AMEND THE MINUTES PROPOSED FOR MARCH 17 TO REFLECT THAT THE MEETING ADJOURNED AT 9:08 P.M. [VS. 11:28 P.M.]** The motion to amend carried. The motion to accept the minutes as presented or amended carried.

## **UNFINISHED BUSINESS**

No action relative to landfill closure was taken.

## **NEW BUSINESS**

Cm Scott, seconded by Cw Bross-Fregonara, **MOVED COUNCIL APPROVE TRAVEL FOR THE MAYOR'S SECRETARY TO SOUTH CHARLESTON TO ATTEND A GRANT WRITING TRAINING SEMINAR.** The motion carried.

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Cm Satterfield, seconded by Cm Bibey, **MOVED COUNCIL ADOPT RESOLUTION 262, APPROVING SUBMISSION OF AN APPLICATION TO OBTAIN FISCAL YEAR 2011/2012 EMERGENCY SHELTERS GRANTS FUNDING FOR THE BENEFIT OF THE RANDOLPH COUNTY HOMELESS SHELTER.** The motion carried.

Cw Cuonzo, seconded by Cw Bross-Fregonara, **MOVED COUNCIL ADOPT RESOLUTION 263, APPROVING INVOICES RELATING TO THE PROPOSED WATER SYSTEM IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT DRAWDOWN #36 THEREOF FROM FUNDS AVAILABLE FROM THE WATERWORKS SYSTEM DESIGN BOND ANTICIPATION NOTES, SERIES 2007.** The motion carried. [Disbursements of \$18,250 and \$112,959.80 will be made to Chapman Technical Group and Anderson Excavating, LLC, respectively. Both disbursements were in payment of work performed for the Water System Improvements Project.]

Cm Woolwine provided amplifying information as to how council will approve payment of invoices. A list of invoices paid since the last meeting and/or invoices to be paid before the next meeting will be included in the informational packet provided to each member on the Wednesday before regular meetings. The invoices themselves will be available for visual inspection immediately before each scheduled council meeting. A copy of the check issued will be attached to invoices already paid. A different council member will visually inspect the invoices and compare invoice totals to the check(s) issued in payment. Cm Woolwine, seconded by Cm Scott, **MOVED THAT COUNCIL ADOPT AN INVOICE APPROVAL PROCEDURE.** The motion carried.

Cm Hensil, seconded by Cm Metheny, **MOVED THAT ORDINANCE 124, ADJUSTING WATER RATES, BE BROUGHT FORTH, READ BY TITLE ONLY AND PASSED ON FIRST READING.** A roll call vote being requested, the clerk read the roll:

Beckwith	-	Yes	Hensil	-	Yes
Bibey	-	Yes	Metheny	-	Yes
Bross-Fregonara	-	Yes	Scott	-	No
Broughton	-	No	Satterfield	-	Yes
Cuonzo	-	Yes	Woolwine	-	Yes

The motion carried.

**COMMITTEE REPORTS**

**BUILDING**

The committee received 17 applications since the last meeting of council. Thirteen applications were residential in character, 2 were commercial and 2 were for residential demolition. Applications 588 and 591 were disapproved. The construction proposed would encroach upon setback requirements of zoning law. Acting upon recommendation of the building inspector, the committee approved all other applications. Cm Satterfield, seconded by Cw Cuonzo, **MOVED COUNCIL GRANT PERMITS FOR THE 15 APPLICATIONS APPROVED BY THE COMMITTEE.** The motion carried.

PERMIT	APPLICANT	LOCATION	DESCRIPTION	VALUE
587	Hedrick, Matthew	1712 S. Davis Av	Upgrade electrical	\$ 4,000
588	Cross, Mark	506 Center St	Duplex Apartment	\$ 65,000
589	Cowgill, Gene	1408 S. Davis Av	Rewire House	\$ 3,950
590	Talbott, Alton	201 Summit St	Install Gas Furnace	\$ 5,988
591	Corley, Jerry	100 Washington St	Modular Home	\$ 103,000
592	Mckenzie, Mac	106 High St	Install A/C	\$ 5,900
593	Kerns, Mike & Ruth	103 S. View Dr	Bathroom Remodel	\$ 7,600
594	Meade, Gary	414 Center St	Replacing 8 Windows	\$ 1,200
595	Scott, Mark	8 Kerns Hi	Re Roof	\$ 6,200
596	Tedford, Sid	7 Kerns Hi	Replace shingle roof	\$ 7,845
597	White, Zan	Kerns Hi	Replace shingle roof	\$ 10,980
598	Belan, Steve	1 Key St	Replace shingle roof	\$ 8,520
599	Rease, Bill	313 Third St	Replace Roof	\$ 8,760
Com 45-11	Elkins Church of The Brethren	708 W. Central St	Chair Lift	\$ 4,000
Com 46-11	Davis & Elkins College	Hermanson Campus Center	Sprinkler System	\$ 291,680
Dem-01-11	Schoonover, Michael	508 Wilson St	Demolition	\$ 4,000
Dem-02-11	Workman, Joyce	214 First St	Demolition	\$ 15,000

**PERSONNEL**

The attorney reminded the members they had previously received informational paperwork concerning a recommendation for a drug policy. She asked the members to review the material in preparation for an April 14 meeting with Attorney Carolyn Wade, who authored much of the material.

**MUNICIPAL PROPERTY**

Cw Bross-Fregonara said preparations would have to be made for planting of the city's flower boxes, beds and hanging baskets.

**STREETS**

Cm Broughton said parking meters had been ordered, and consideration was being given to the naming of a street in the railyard.

**ADMINISTRATIVE OFFICER REPORTS**

**OPERATIONS MANAGER**

Pingley said Water System Improvements Contract 2B had been completed. Engineering was completed, he said, for Water System Improvements Contract 2C, which was in the permitting stage of regulatory approval.

J. F. Allen Company will provide, at no cost to the city, stone and labor necessary to restore the surface of the parking lot behind city hall.

Street patching and paving will commence as soon as the asphalt plants are in operation.

**TREASURER**

The treasurer reported on her attendance at a P- Card informational meeting. [The Local Government Purchasing Card Program was developed to bring all local government entities into a single purchasing card program and replace the various card types existing today across county and municipal governments. Offering all local government entities the opportunity to be part of one single purchasing card program will allow them to achieve the highest possible rebate.]

She mentioned that she had been assessing the potential for accepting debit cards in payment of obligations due the city.

**POLICE CHIEF**

A recent amendment to police civil service law raised the maximum age at which an applicant could sit for the written test to fill entry-level police officer positions. The maximum age was raised from 36 to 40 years of age.

Department personnel were redesigning the patch displayed on police uniforms.

The selection process for a new entry-level officer was ongoing, he said.

The *Hooked on Fishing Not on Drugs* event was a success.

**MAYOR'S COMMENTS AND OTHER MATTERS**

The special meeting to set the levy rates will be held at 7:30 p.m. Tuesday, April 19.

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Davis Trust Company renewed Letter of Credit 44, originally issued July 27, 1995 in the amount of \$184,000 to the West Virginia Division of Environmental Protection. [The LOC forms part of the reclamation bond for the site of the landfill.]

The Chief Inspector Division of the West Virginia State Auditor Office opined that the city could not transfer \$40,000 of Coal Severance fund to the city's general fund in Fiscal Year 2011/2012.

Randolph Circuit Court Civil Action 11-C-29 was filed by Rocky C. Hebb, a former city police officer. The suit was filed against an uninsured and/or underinsured motorist with whom Hebb was involved in an automobile collision. The city was listed as an insured.

The meeting adjourned at 8:49 p.m.