

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING: Minutes

*401 Davis Avenue
Council Chamber, 2nd Floor
March 1, 2012
7:00 p.m.*

Elkins Common Council met in regular session in the council chamber of city hall at 7:04 p.m. Thursday, March 1, 2012. Present were Mayor Duke Talbott; Councilpersons: N. E. Bross-Fregonara, V. T. Broughton, M. D. Cuonzo, T. Z. Hensil, C. G. Kinnison, J. J. Sabatino, M. D. Scott, and R. A. Woolwine; Operations Assistant P. A. Blosser; Police Chief Captain H. R. White, Jr.; Fire Chief T. W. Meader; City Clerk S.R. Stokes; City Attorney G. S. Roberts; and Inter-Mountain Reporter Anthony Gaynor.

AGENDA ADJUSTMENTS

- a) Patrolman B. D. Tice to Charleston, WV May 8-9, 2012 for grant-writing training.
- b) Allocation of city hall rooms 214 and 215 for council offices.
- c) Resolution accepting the conditions of the contract and authorizing the mayor's signature on WV Development Office Community Participation Grant Award for the Wees Historic District Streetscape Project No. 11LEDA0040.

PUBLIC COMMENT

There was none.

CONSENT CALENDAR

Cw. Bross-Fregonara, seconded by Cm. Broughton, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE MEETING OF February 16, 2012.** The motion carried.

OLD BUSINESS

911 Mapping and Addressing

Council heard a presentation on 911 mapping and readdressing from Marvin Hill, director of the Randolph County Office of Emergency Management, and Jim Wise, director of the Randolph County E911 center.

According to Mr. Hill, the main benefit of the readdressing is that it will make it easier for emergency personnel to locate people who have called 911 to report an emergency. Because the addresses will comply with state and national standards, Mr. Hill said, even emergency workers without local knowledge would be able to locate and communicate about the addresses of persons in need of assistance. According to Mr. Hill, other potential benefits of the new address system include eliminating address patterns that might currently confuse utility and delivery workers.

Mr. Hill stated that, in order to fully comply with national and state E911 standards, the address number of every building in the city would have to be changed. To reduce confusion, it is recommended but not mandatory that similar-sounding street names also be changed. Mr. Hill further stated that all areas of Randolph County, including all Randolph County municipalities other than Elkins, have elected to adopt and are proceeding with the new 911

readdressing. He told council that the United States Postal Service will deliver mail using both old and new addresses for one year after any change.

Mr. Wise advised council that, unless Elkins adopts the new addressing system, the city might be exposed to liability in the event of mishaps arising from confusion about city addresses. The city attorney advised council that state code includes a provision relieving local governments of liability for acts of both commission and omission related to 911 readdressing.

Cm. Broughton, seconded by Cm. Woolwine, **MOVED THAT, TO GAIN PUBLIC OPINION ON THE PROPOSED E911 MAPPING/READDRESSING PROJECT, COUNCIL HOLD A PUBLIC FORUM IN COUNCIL CHAMBERS ON MONDAY, MARCH 12, 2012 AT 7 P.M., AND THAT THE CITY CLERK ANNOUNCE THIS MEETING TO THE PUBLIC. The motion carried.**

Council recessed from 8:25 to 8:35 p.m.

Planning Commission

Mayor Talbott reported that he had polled the existing members of the Elkins Planning Commission. He learned that the commission has not met for at least two years, and that the existing members are not interested in meeting again absent explicit new guidance from council concerning objectives and proposed undertakings for the commission.

Cw. Bross-Fregonara and Cm. Scott said that an active commission could help the city ensure a desirable consistency in the many ongoing and upcoming public and private construction, beautification, and infrastructure projects.

Cw. Bross-Fregonara, seconded by Cm. Scott, **MOVED THAT A NEW PLANNING COMMISSION BE APPOINTED. The motion carried.**

NEW BUSINESS

Cm. Hensil, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 295, AUTHORIZING THE MAYOR TO SIGN A CONTRACT WITH BUILDERS GROUP FOR STORM WINDOWS ON CITY HALL. The motion carried.**

Cm. Sabatino, seconded by Cm. Hensil, **MOVED THAT COUNCIL APPROVE A TRAVEL REQUEST FOR COUNCILMAN VAN BROUGHTON AND OPERATIONS ASSISTANT PEGGY BLOSSER TO ATTEND MAIN STREET CONFERENCE IN BALTIMORE, MD APRIL 1 THROUGH 5, 2012. The motion carried.**

Cw. Bross-Fregonara, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 296, AUTHORIZING THE MAYOR TO SIGN WVDOH WEES HISTORIC DISTRICT STREETScape AGREEMENT (US42-WEES/S-1.00). The motion carried.**

Cm. Broughton, seconded by Cm. Hensil, **MOVED THAT COUNCIL ADOPT RESOLUTION 297, ACCEPTING THE CONDITIONS OF THE CONTRACT AND AUTHORIZING THE MAYOR'S SIGNATURE ON WV DEVELOPMENT OFFICE COMMUNITY PARTICIPATION GRANT AWARD FOR THE YMCA NO. 11LEDA0737. The motion carried.**

Cw. Cuonzo, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 298, ACCEPTING THE CONDITIONS OF THE CONTRACT AND AUTHORIZING THE MAYOR'S SIGNATURE ON WV DEVELOPMENT OFFICE COMMUNITY PARTICIPATION GRANT AWARD FOR GLENDALE PARK NO. 11LEDA0731. The motion carried.**

Cm. Hensil, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 299, ACCEPTING THE CONDITIONS OF THE CONTRACT AND AUTHORIZING THE MAYOR'S SIGNATURE ON WV DEVELOPMENT**

OFFICE COMMUNITY PARTICIPATION GRANT AWARD FOR RIVERBEND PARK NO. 11LEDA0732. The motion carried.

Cm. Hensil, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 300, WHICH DIRECTS THAT PUBLIC NOTICE BE MADE OF VACANCIES ON BOARDS, COMMISSIONS, AND OTHER BODIES.** Cm. Scott, seconded by Cm. Hensil, **MOVED THAT COUNCIL AMEND THE PROPOSED WORDING OF RESOLUTION 300.** The amendment was to strike the following paragraph:

“Whereas, as provided for in the Elkins City Code, ordinances, resolutions, and state law, the appointment of many of the members of the Boards, Commissions and other bodies is to be approved by Common Council upon the nomination of the Mayor; and,”

The mayor stated that the purpose of Resolution 300 is only to advertise openings, not to change any aspect of the existing appointment process for any board or commission. The motion to amend carried. The amended motion carried. Council further directed that Resolution 300 would not apply to a pending reappointment to the Parks Commission and a pending appointment to the Tree Board. The motion carried.

Cm. Hensil, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 301, REVISING THE CRIMINAL FINES SCHEDULE. The motion carried.**

Cm. Woolwine, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 302, AUTHORIZING THE ELKINS POLICE DEPARTMENT TO CHARGE A \$15.00 FEE FOR FINGERPRINTING PERFORMED FOR NON-ARREST-RELATED PURPOSES, SUCH AS EMPLOYMENT AND HOUSING BACKGROUND CHECKS.** Cw. Cuonzo advised council that the only other local entity offering this service is a private business, which charges \$28 for local residents and \$48 for non-local residents. The motion carried.

Cm. Scott, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 303, FY 2012 BUDGET REVISION NO. 1. The motion carried.**

Cm. Scott, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 304, FY 2012 BUDGET REVISION NO. 2. The motion carried.**

Cm. Scott, seconded by Cm. Sabatino, **MOVED THAT COUNCIL ADOPT RESOLUTION 305, FY 2012 BUDGET REVISION NO. 3. The motion carried.**

Cm. Scott, seconded by Cm. Sabatino, **MOVED THAT COUNCIL ADOPT RESOLUTION 306, FY 2012 BUDGET REVISION NO. 4. The motion carried.**

Cm. Scott, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 307, FY 2012 BUDGET REVISION NO. 5. The motion carried.**

Cm. Scott, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION TO DISCUSS A REAL ESTATE MATTER. The motion carried.** Council entered executive session at 9:20 p.m. Regular session resumed at 9:35 p.m. According to the mayor, no actions were taken. Cm. Scott, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL INSTRUCT THE MUNICIPAL PROPERTY COMMITTEE TO STUDY THE BEST USES, INCLUDING THE POSSIBLE SALE, OF MUNICIPAL PROPERTIES NOT CURRENTLY BEING USED FOR ANY MUNICIPAL PURPOSE. The motion carried.**

Cw. Bross-Fregonara, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL APPROVE A TRAVEL REQUEST FOR PATROLMAN B. D. TICE TO ATTEND GRANT-WRITING TRAINING IN CHARLESTON, WV MAY 8-9, 2012. The motion carried.**

Cw. Cuonzo, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ALLOCATE CITY HALL ROOMS 214 AND 215 FOR COUNCIL OFFICES. The motion carried.**

Cw. Bross-Fregonara, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 308, ACCEPTING THE CONDITIONS OF THE CONTRACT AND AUTHORIZING THE MAYOR'S SIGNATURE ON WV DEVELOPMENT OFFICE COMMUNITY PARTICIPATION GRANT AWARD FOR WEES HISTORIC DISTRICT STREETScape PROJECT NO. 11LEDA0040.** The motion carried.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Hensil, seconded by Cm. Woolwine, **MOVED THAT COUNCIL APPROVE THE INVOICES PRESENTED.** The motion carried.

COMMITTEE REPORTS

Building Committee

Cm. Sabatino, seconded by Cm. Broughton, moved **THAT COUNCIL GRANT THE FOLLOWING BUILDING PERMITS, EXCEPT PERMITS NO. 896 AND 907.** Cm. Sabatino abstained from voting on permit no. 895. The motion carried.

BUILDING PERMITS TO BE ACTED UPON				
March 1, 2012				
Permit	Applicant	Location	Description	Value
895	Sabatino, Joseph	405 Kerens Av	Build Cabinets, Install Sink, Replace Window	\$ 5,000
896	Marrs, Mike	1 Savannah St	Build New Wood Porch W/Rails & Steps And Railings on Back Deck	\$ 800
897	Dunkerley, Bob	125 Earle St	Addition	\$ 200,000
898	Gallagher, Patrick F.	236 Terrace Av	Hanging and Finishing Drywall	\$ 3,000
899	First Baptist Church	412 Randolph Av	Construct Partial Roof	\$ 7,443
900	Armentrout, Erica	121 Riverview Dr	New Structure	\$ 130,000
901	Santmyer, Frank (Gino's)	16 Davis Av	Reroof	\$ 20,395
902	Adams, Mary Beth	113 Grandview Av	Replace Roof	\$ 8,450
903	Seneca Mall (Allegheny Insurance)	108 Third St	Re-roof	\$ 15,600
904	Welshonce, Jeffrey	121 Buffalo St	Replace Roof	\$ 18,350
905	Elmer, Warren	16 Boundary Av	Repair Front Porch-new Railing and Door	\$ 6,800

BUILDING PERMITS TO BE ACTED UPON				
March 1, 2012				
Permit	Applicant	Location	Description	Value
906	Anderson, David	980 Harrison Av	Metal Carport	\$ 1,213
907	Cooper, William R.	Pike and Short St	New Dwelling	\$ 45,000
908	Halle, Shane	1101 S. Henry Av	Re-Roof	\$ 2,500
909	Aucremanne, Dan & Vicki	110 Henry Av	20' High Privacy Fence	\$ 800
910	Inter-Mountain	520 Railroad Av	Install Metal Roof	\$ 3,500
911	Doak, Marsha	Third Street	General Renovation, Bathroom, Windows, Drywall and Kitchen Cabinets	\$ 10,000
912	Twigg, Jim & Janet	211 Evergreen Dr	New Kitchen Cabinets & Hardwood Floors	\$ 4,000
913	Woodford Oil Co	13th St & Livingston Av	Gable Roof and Metal Roof	\$ 20,000

Sanitation and Landfill Committee

No report.

Water Committee

No report.

Parks Committee

No report.

Finance Committee

The Finance Committee is continuing ongoing budget-planning workshop meetings with city officers.

Street Committee

Cm. Kinnison announced that, at its February 1, 2012 meeting, the Street Committee decided to place 4-way stop signs at the intersection of 3rd Street and Kerens Avenue, pending approval of the police department.

Rules and Ordinances Committee

No report.

Municipal Property Committee

No report.

Personnel Committee

No report.

Public Safety Committee

No report.

ADMINISTRATIVE OFFICER REPORTS

Operations Manager

Operations Assistant Blosser reported that spring cleanup will begin the week of April 16, 2012.

Treasurer

The treasurer was not present.

Police

Chief White reported that, in February, his department received double the average amount of police equipment-fund fees collected as part of municipal court judgments, the highest amount on record. He also reported that the Police Civil Service Commission had completed entry-level written examinations, strength and agility testing, and oral interviews and had forwarded to him its list of certified eligible applicants. Chief White said that he would now proceed with psychological, medical, polygraph, and other evaluations of the certified applicants in order of weighted scores.

Fire Chief

No report.

MAYOR'S COMMENTS

Mayor Talbott expressed appreciation to the operations manager and the mayor's executive secretary for performing the duties of the city clerk while that position was vacant. He also encouraged council members to attend the April 1-4, 2012 National Main Street Conference in Baltimore, Maryland.

OTHER BUSINESS

No other business.

The meeting adjourned at 9:59 p.m.

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