

## ***Approved Minutes***

### **ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES**

*401 Davis Avenue  
Council Chamber, 2nd Floor  
July 5, 2012  
7:00 p.m.*

Elkins Common Council met in regular session in the council chamber of city hall at 7:00 p.m. on Thursday, July 5, 2012. Present were Mayor Duke Talbott; Councilpersons: J. S. Bibey, N. E. Bross-Fregonara, V. T. Broughton, M. D. Cuonzo, T. Z. Hensil, C. G. Kinnison, C. L. Metheny, J. J. Sabatino, and M. D. Scott; Operations Assistant P. A. Blosser; Treasurer L. D. Daniels-Smith; First Lieutenant S. Richards (Police Department); Fire Chief T. W. Meader; City Clerk S.R. Stokes; City Attorney G. S. Roberts; and Inter-Mountain Reporter Anthony Gaynor. Absent were Cm. R. A. Woolwine, Operations Manager R. Pingley, and Police Chief Captain H. R. White, Jr.

### **AGENDA ADJUSTMENTS**

Travel request for Treasurer L. Daniels-Smith to attend the Semiannual Meeting of the Government Finance Officers Association of West Virginia, Sept. 20-21.

### **PUBLIC COMMENT**

There was none.

### **CONSENT CALENDAR**

Cm. Hensil, seconded by Cm. Metheny, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE MEETING OF JUNE 21, 2012.** The motion carried.

### **UNFINISHED BUSINESS**

There was none.

### **NEW BUSINESS**

Cm. Hensil, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION WITH ALL ELECTED OFFICIALS, THE CITY ATTORNEY, AND THE CITY CLERK, TO DISCUSS A LEGAL MATTER RELATED TO 911 MAPPING AND ADDRESSING.** The motion carried.

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The executive session began at 7:10 p.m. and ended at 7:38 p.m. The mayor announced that no decisions were made and no actions were taken.

Cm. Hensil, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 348, AUTHORIZING THE CITY TO ABSORB THE COST OF AN INCREASE IN EMPLOYEE HEALTH BENEFITS PREMIUMS.** The motion carried.

Cm. Scott, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL APPROVE ORDINANCE 158, ZONING THE PREVIOUSLY ANNEXED SITE OF THE FORMER WASTEWATER RETENTION PONDS NEAR WILSON LANE AS “B-RESIDENTIAL,” ON SECOND AND FINAL READING.** The motion carried.

Cw. Cuonzo, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ADOPT RESOLUTION 349, AUTHORIZING PAYMENT OF INVOICES RELATING TO PRE-CONSTRUCTION ACTIVITIES AND OTHER SERVICES FOR THE PROPOSED WATER PROJECT.** The motion carried.

Cm. Metheny, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL APPROVE A TRAVEL REQUEST FOR TREASURER L. DANIELS-SMITH TO ATTEND THE SEMIANNUAL MEETING OF THE GOVERNMENT FINANCE OFFICERS ASSOCIATION OF WEST VIRGINIA, SEPT. 20-21.** The motion carried.

Cm. Scott, seconded by Cm. Hensil, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION WITH THE CITY ATTORNEY TO DISCUSS A PERSONNEL MATTER.** The motion carried. The executive session began at 7:47 p.m. and ended at 8:01 p.m. The mayor announced that no decisions were made and no actions were taken.

**APPROVAL OF VENDOR INVOICE PAYMENTS**

Cw. Bross-Fregonara, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE THE INVOICES PRESENTED.** The motion carried.

**COMMITTEE REPORTS**

**Building Committee**

Cm. Sabatino, seconded by Cm. Bross-Fregonara, **MOVED THAT COUNCIL ISSUE THE APPROVED BUILDING PERMITS.** The motion carried.

<b>APPROVED BUILDING PERMITS</b>				
<b>Permit</b>	<b>Applicant</b>	<b>Location</b>	<b>Description</b>	<b>Value</b>
1035	Dillon, Kate & Taylor Matthew	103 Conaway Dr.	Bathroom remodel	\$6,000
1036	Cox, Kevin M.D.	635 Robert E Lee Ave	Re-roof	\$20,300

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1037	Jordan, Charles	104 Westview Dr	12' x 16' storage building	\$4,200
1038	Carpenter, Jamie	989 Harrison Ave.	Deck	\$3,000
1039	Brown, Maurice	210 Wilson St.	Construct hobby woodshop	\$24,000
1040	Myers, Toni A	1212 S. Kerns Ave.	Replace 5 windows	\$1,540
1041	Steinbler, Mary	704 Graham St.	Remove old deck and build 12' x 22' deck	\$2,330
1042	Varner, Julia	113 Spruce St.	Install fence	\$2,850
1043	Holland Investment Group	1120 S Henry Ave.	Install new bathroom, front door, basement door, and plumbing	\$6,000
1044	Elkins & Kelly Properties	21 Fifth St.	Replace shingle roof	\$6,150
1045	Talbott Realty	215 Henry Ave & 224 Third St.	Replace decking boards with timber tech and replace windows	\$1,500
1046	MacVean, Don	510 Central Street	Replace shingle roof	\$1,600
1047	Cupp, Harry H. IV & Amelia	112 Whiteman Ave.	Installation of new windows	\$2,000
1048	Johnson, Carolyn	119 Heavner Ave.	Metal roof	\$6,800
1049	Osborne, Matthew	118 Elm St.	Remodel kitchen, new drywall install and storage building 10' x 12'	\$20,000
1050	Gillispie, Sid	224 Elm St.	New door and windows in kitchen	\$2,900
1051	Workman, Donna	1614 Taylor Ave.	25' x 34' two bedroom addition	\$13,000

**Sanitation and Landfill Committee**

No report.

**Water Committee**

No report.

**Parks Committee**

Cm. Broughton reported that storm damage to the city's parks was light, with just a few trees down. Cleanup is proceeding. He also reported that three of the new cell-phone parking signs have been installed to date.

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**Finance Committee**

No report.

**Street Committee**

No report.

**Rules and Ordinances Committee**

Cm. Scott reported that the committee is continuing work on the codification, vacant structures, and a citizen request concerning exemptions from the open container law for street festivals.

**Municipal Property Committee**

No report.

**Personnel Committee**

No report.

**Public Safety Committee**

Cm. Bibey reported that the committee has learned that the recently hired patrolman is doing well at the academy. Efforts to obtain a drug/search canine for the police department are underway.

**ADMINISTRATIVE OFFICER REPORTS**

**Operations Manager**

Operations Assistant Blosser reported that the Streets Department is continuing storm cleanup, and the Water Distribution Department is nearing the completion of the Randolph Avenue waterline replacement. She reported further that, during the power outage of June 29-30, pressure was never lost on the water lines. The city is compiling storm-damage costs for submission to FEMA for possible reimbursement.

**Treasurer**

Treasurer Daniels-Smith thanked council for approving her travel request.

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### **Police Chief**

First Lieutenant Richards confirmed that the recently hired patrolman is doing well at the academy.

### **Fire Chief**

Chief Meader advised council that the fire department's third annual Gun Bash will be Saturday, July 14, 12-5 p.m.

## **MAYOR'S COMMENTS**

### **Storm Response**

The mayor thanked city personnel who assisted with the response to the storm and power outage. The State of Emergency will remain in effect for 30 days, as required by FEMA. He announced that extra garbage pickups were ordered to assist citizens in disposing of spoiled food.

A general discussion followed concerning how best to prepare for and disseminate information during future emergencies.

### **Planning Commission**

The mayor requested council's assistance in identifying additional prospective members for the planning commission.

### **Events and Code Enforcement Protocols**

The events protocol has moved through the necessary committees and can be presented to council soon.

The code enforcement protocol is being reviewed by the city attorney and will be routed through the appropriate committees this week.

## **OTHER BUSINESS**

There was no other business.

The meeting adjourned at 8:38.

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