

Approved Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

***401 Davis Avenue
Council Chamber, 2nd Floor
January 3, 2013
7:00 p.m.***

Elkins Common Council met in regular session in the council chamber of city hall at 7:00 p.m. Thursday, January 3, 2013. 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, M. D. Scott, and R. A. Woolwine; Operations Manager R.P. Pingley; Treasurer L. D. Daniels-Smith; Police Chief Captain H. R. White, Jr.; Fire Chief T. W. Meader; City Clerk S.R. Stokes (acting as recorder); City Attorney G. S. Roberts; and Inter-Mountain Reporter Anthony Gaynor.

AGENDA ADJUSTMENTS

There were none.

PUBLIC COMMENT

There was none.

CONSENT CALENDAR

Cm. Metheny, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE MEETING OF DECEMBER 20, 2012. The motion carried.**

NEW BUSINESS

Cm. Woolwine, seconded by Cm. Hensil, moved that council withdraw Resolution 417, dedicating coal severance funds to the police and fire departments. The motion carried.

Mayor Talbott presented letters confirming the appointments of Jim Van Gundy and Randall Biller to the Sanitary Board. City Clerk Stokes explained that these letters were necessary to the process of preparing all required documents for the transcript for the **SEWERAGE SYSTEM BOND ANTICIPATION NOTES ISSUE BY COUNCIL IN DECEMBER.**

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As required by Elkins City Code § 7-17(a), City Clerk Stokes presented a list of proposed election officials for the upcoming municipal election. He explained that code requires council to appoint election officials at the meeting of January 17.

Cm. Scott, seconded by Cm. Sabatino, moved that council issue Sign Permit 6-12. The motion carried. The details of the permit are as follows:

Permit	Applicant	Location	Description	Value
Sign 6-12	Miller, John	501 Davis Ave.	Install 4' x 8' sign	\$300

Cm. Metheny, seconded by Cm. Woolwine, moved that council enter executive session to consider a legal matter concerning street-sweeper parking violations. The motion carried. The executive session began at 7:09 p.m. and ended at 7:29 p.m. The mayor announced that no decisions were made and no actions were taken.

Cm. Woolwine, seconded by Cm. Metheny, moved that council enter executive session to consider a legal matter concerning the city’s Eleventh Street property. The motion carried. The executive session began at 7:30 p.m. and ended at 7:57 p.m. The mayor announced that no decisions were made and no actions were taken.

APPROVAL OF VENDOR INVOICE PAYMENTS

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

COMMITTEE REPORTS

Building Committee

The Building Committee has approved the following building permits since the previous regular council meeting.

APPROVED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
1190	Hines, Sarah C.	191 Summit St.	Window replacement kitchen remodel and electrical service upgrade	\$3,000
1191	Miller, John	1408 Harrison Ave	Install stand by generator	\$2,000
1192	Kessler, Beverly	103 Ellis Ave	Install stand by generator	\$2,000

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1193	Valentine, Thomas	173 High St.	Install new electrical service	\$1,500
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Sanitation and Landfill Committee

No report.

Water Committee

Cm. Hensil announced that the committee’s regularly scheduled January meeting would be cancelled.

Parks Committee

No report.

Finance Committee

No report.

Street Committee

No report.

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 Manager Pingley reported that Street Department crews were continuing to clean up debris from Hurricane Sandy as weather permits. Christmas trees are also being picked up. The new salt truck is performing well. The city will receive \$28,485.43 from FEMA in reimbursement of various costs incurred in response to the summer derecho storm. Operations Manager Pingley credited Operations Assistant Peggy Young and Payroll Clerk Wendy Williams for their hard work in preparing the necessary records for the FEMA reimbursement.

Treasurer

Treasurer Daniels-Smith reported that, henceforth, budget revisions presented to council will include explanatory narratives.

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Police Chief

No report.

Fire Chief

No report.

MAYOR'S COMMENTS

There were none.

The meeting adjourned at 8:09 p.m.

*Approved by council at the meeting
of January 17, 2013*

Duke Talbott, Mayor

Date

Attest:

Sutton R. Stokes, City Clerk

Date