

Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
January 17, 2013
7:00 p.m.***

Elkins Common Council met in regular session in the council chamber of city hall at 7:00 p.m. this date. Present were Mayor Duke Talbott; Councilpersons: J. S. Bibey, N. E. Bross-Fregonara, V. T. Broughton, M. D. Cuonzo, T. Z. Hensil, 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.

Cm. C. G. Kinnison was absent.

AGENDA ADJUSTMENTS

- a. *Resolution 420*: Paying invoices from Robert R. Rodecker (utilities counsel) for the water-system improvement project.
- b. *Resolution 421*: Penalties for late payment of water bills.

PUBLIC COMMENT

There was none.

CONSENT CALENDAR

Cm. Woolwine, seconded by Cm. Broughton, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE MEETING OF JANUARY 3, 2013. The motion carried.**

NEW BUSINESS

Cm. Sabatino, seconded by Cm. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 418, AUTHORIZING APPLICATION TO THE GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM FOR FUNDS RELATED TO THE GLENDALE RESTROOMS PROJECT. The motion carried.**

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Cm. Scott, seconded by Cm. Broughton, **MOVED THAT COUNCIL ADOPT RESOLUTION 419, DESIGNATING THE MUNICIPAL COURTROOM AS THE LOCATION FOR ABSENTEE IN-PERSON VOTING FOR THE 2013 MUNICIPAL ELECTION.** The motion carried.

Cm. Metheny, seconded by Cm Hensil, **MOVED THAT COUNCIL APPOINT THE PRESENTED NOMINEES TO THE UNIFORM ELECTION BOARD FOR THE MUNICIPAL ELECTION OF MARCH 5, 2013.** The motion carried.

Cw. Cuonzo, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL APPROVE PROPOSED CHANGES TO THE CITY CLERK'S JOB DESCRIPTION AND AFFIRM THAT THE POSITION IS EXEMPT FROM THE OVERTIME REQUIREMENTS OF THE FAIR LABOR STANDARDS ACT.** The motion carried.

Cw. Cuonzo, seconded by Cm. Broughton, **MOVED THAT COUNCIL APPROVE A TRAVEL REQUEST FOR THE CITY CLERK TO ATTEND WEST VIRGINIA MUNICIPAL LEAGUE MID-WINTER MEETING AND ELECTIONS SEMINAR IN CHARLESTON, FEBRUARY 17-19.** The motion carried.

Cm. Metheny, seconded by Cm. Broughton, **MOVED THAT COUNCIL APPROVE THE APPOINTMENT OF DON CORBIN TO AN UNEXPIRED TERM ON THE BOARD OF ZONING APPEALS.** The motion carried.

Cm. Metheny, seconded by Cm. Broughton, **MOVED THAT COUNCIL APPROVE A PROPOSED CHANGE TO THE PERSONNEL MANUAL CONCERNING MEAL REIMBURSEMENTS FOR EMPLOYEES ON DAY TRIPS, BY STRIKING THE SENTENCE "THE CITY WILL FOLLOW, TO A REASONABLE DEGREE, THE TRAVEL POLICIES OF THE STATE OF WEST VIRGINIA" FROM SECTION E.** The motion carried.

Cm. Sabatino, seconded by Cm. Metheny, **MOVED THAT COUNCIL GRANT FULL-EMPLOYMENT STATUS FOR SANITATION WORKER MARK BROWN, UPON COMPLETION OF HIS 90-DAY PROBATIONARY PERIOD.** The motion carried.

Cm. Metheny, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 420, AUTHORIZING A DRAFT ON THE OHIO VALLEY BANK LINE-OF-CREDIT TO PAY INVOICES FROM ROBERT R. RODECKER (UTILITIES COUNSEL) FOR THE WATER-SYSTEM IMPROVEMENT PROJECT.** The motion carried.

Cm. Hensil, seconded by Cm. Metheny, **MOVED THAT COUNCIL ADOPT RESOLUTION 421, AFFIRMING THE PENALTY PRESCRIBED BY THE CITY'S VARIOUS WATER-RATE ORDINANCES FOR DELAYED PAYMENT OF WATER BILLS.** The motion carried.

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Cm. Broughton, seconded by Cw. Cuonzo, **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
1195	Woodlands Development	205 Central St.	Replace plumbing fixtures, replace porches, insulate and rewire	\$30,000
1196	Montgomery, Robert & Rachel	401 Central St	Basement renovation	\$18,000
1197	Barry, Linda	224 Davis Ave., 3rd floor	Insulation, drywall, electrical and plumbing, new hvac	\$20,296
1198	Randolph County Senior Center	422 Railroad Ave.	Demolition	
1199	Wright, Daniel	1309 S Henry Ave.	3 new windows	\$1,128
1200	Nolenbarger, Fred & Muriel	143 Buffalo St.	Entry door, 3' x 5' landing with steps	\$1,900
1201	Isner, Wilford	1505 Lavalette Ave.	New metal roof and gutters	\$2,877

Sanitation and Landfill Committee

No report.

Water Committee

No report.

Parks Committee

Cm. Broughton announced that the Parks and Recreation Commission's public comment meeting is scheduled for March 20 at 7 p.m.

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Finance Committee

Cm. Woolwine reported that the committee has begun budget preparation and revenue estimation work for FY 2014. The committee will be hearing budget presentations from administrative officers, and the mayor has sent letters to outside organizations soliciting their funding requests.

Street Committee

No report.

Rules and Ordinances Committee

Cm. Scott reported that the committee's draft of proposed council rules is being reviewed by administrative officers and will be routed to council members once that review is complete.

Municipal Property Committee

No report.

Personnel Committee

No report.

Public Safety Committee

No report.

ADMINISTRATIVE OFFICER REPORTS

Operations Manager

The Street Department is still collecting debris from Hurricane Sandy; this process will last about another six weeks, assuming good weather.

At the Water Plant, a chlorine line recently went down for six hours, during which the plant stopped pumping, but a local technician was able to effect a repair before city water availability was affected. The plant will also be supplying about 500,000 gallons to Beverly during four upcoming ten-day periods while that city repairs its own water plant. The first of these periods will begin February 4.

The city is continuing to analyze the possibility of obtaining backup generator power for city hall. Electricians consulted during this process have advised that, because of the complexity of the building's current wiring, supplying power to just one section of the building might be less practical than simply supplying power to the whole building.

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Treasurer

Treasurer Daniels-Smith and the other members of the Audit Committee just completed their entrance conference with the auditors, and that this signified the beginning of the annual auditing process.

Police Chief

The Elkins Police Civil Service Commission would offer an entry-level test on February 9.

Fire Chief

Twelve firefighters are currently in the midst of a 40-hour Hazmat Technician course offered by West Virginia University.

MAYOR'S COMMENTS

Martin Luther King, Jr. Day Event

A dramatic program celebrating Martin Luther King, Jr. Day will be offered at the Old Brick Playhouse on Sunday, after the annual MLK parade from the Randolph County Community Arts Center.

Award of Grant for Downtown Crosswalks

The city received a \$115,920 transportation enhancement grant for downtown crosswalks. Work will begin in late 2013 or early 2014.

Budget Preparation Workshops

The state auditor's office is offering budget preparation workshops. All council members are encouraged to attend.

Emergency Services Planning Meeting

The city is working to further strengthen its coordination and cooperation with the Randolph County Office of Emergency Services. The mayor has begun attending meetings of the Local Emergency Planning Committee.

ADA Coordinator Position

Because local governments with 50 or more employees must adopt a policy of compliance with the Americans with Disabilities Act (ADA), including by appointing an ADA coordinator, the city is analyzing the possibility of modifying an existing employee's job duties so that he may fill this role.

Armory Feasibility Study Public Meeting

The feasibility study for possible new uses for the old U.S. National Guard armory building is complete, and the consortium that sponsored it (City of Elkins, Randolph County Commission,

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Mountain State Forest Festival, and the Randolph County Development Authority) will be meeting to receive the results in a public meeting at the Elkins High School auditorium on January 23 at 6:30 p.m.

Appointment to Elkins Housing Authority Commission

William Vanorsdale, who has just been reappointed to the housing authority commission for a term ending December 31, 2018, will be 99 years old at the conclusion of that term. His fellow members speak highly of his dedication and his contributions to the work of the commission.

The meeting adjourned at 8:05 p.m.

*Approved by council at the meeting
of February 7, 2013*

Duke Talbott, Mayor

Date

Attest:

Sutton R. Stokes, City Clerk

Date