

Approved Minutes

**ELKINS COMMON COUNCIL
SPECIAL COUNCIL MEETING
MINUTES**

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

Elkins Common Council met in special session in the council chamber of city hall. Present were Mayor Van T. Broughton; Councilpersons: J. S. Bibey, N. E. Bross-Fregonara, M. D. Cuonzo, M. L. Marsteller, C. L. Metheny, E.R. Ochsendorf, L.E. Randall, J. J. Sabatino, M. D. Scott, and R. A. Woolwine; Operations Manager R.P. Pingley; Treasurer L. D. Daniels-Smith; Police Lieutenant S. Richards; City Clerk S.R. Stokes (acting as recorder); City Attorney G. S. Roberts; and Inter-Mountain Reporter Brad Johnson.

Police Chief Captain H. R. White, Jr. and Fire Chief T. W. Meader were absent.

AGENDA ADJUSTMENTS

- a. Budget Revisions 32-49.
- b. Budget Revision Protocol.
- c. FY 2014 Budget for Sanitation Department.
- d. Appointment of Stephen Tinnell to the Elkins Tree Board.
- e. Reappointment of Dr. Larry Wing to the Elkins-Randolph County Airport Authority.
- f. Wording change from "Sanitation rate increase" to "Landfill surcharge."

PUBLIC COMMENT

There was none.

NEW BUSINESS

Cm. Marsteller, seconded by Cm. Woolwine, **MOVED THAT COUNCIL REAPPOINT DR. LARRY WING TO THE ELKINS-RANDOLPH COUNTY AIRPORT AUTHORITY.** The motion carried.

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL ACCEPT THE RESIGNATION OF STREET DEPARTMENT SUPERVISOR RODNEY NUTTER, WITH REGRETS.** The motion carried.

Cm. Scott, seconded by Cm. Metheny, **MOVED TO POSTPONE CONSIDERATION OF THE AGENDA ITEM "LANDFILL SURCHARGE."** The motion carried.

Cm. Bibey, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE THE COST OF OVERNIGHT TRAVEL FOR POLICE DEPARTMENT EMPLOYEES E. CANFIELD AND S. RICHARDS TO ATTEND TRAINING IN MORGANTOWN, AUGUST 15-16.** The motion carried.

Council next considered Budget Revisions 32-49.

Cm. Woolwine, seconded by Cm. Scott, **MOVED THAT COUNCIL ADOPT RESOLUTION 460 (BUDGET REVISION 32), ACCOUNTING FOR THE POLICE DEPARTMENT'S PERDUE PHARMA GRANT.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair requested a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Yes
M. L. Marsteller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Approved Minutes

Cm. Scott, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 461 (BUDGET REVISION 33), COVERING WAGES FOR PART-TIME SUMMER HELP.** The motion carried.

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 462 (BUDGET REVISION 34), CORRECTING BUDGET REVISION 30, WHICH SHOULD HAVE BEEN CLASSIFIED AS "POLICE ADMINISTRATION."** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair requested a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Yes
M. L. Marstiller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 463 (BUDGET REVISION 35), TRANSFERRING FUNDS WITHIN THE FIRE DEPARTMENT.** The motion carried.

Cm. Scott, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 464 (BUDGET REVISION 36), TRANSFERRING FUNDS WITHIN THE COMPLAINTS DEPARTMENT.** The motion carried.

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 465 (BUDGET REVISION 37), TRANSFERRING FUNDS WITHIN THE CENTRAL GARAGE.** The motion carried.

Cm. Marstiller, seconded by Cm. Metheny, **MOVED THAT COUNCIL ADOPT RESOLUTION 466 (BUDGET REVISION 38), TRANSFERRING FUNDS WITHIN THE STREET DEPARTMENT.** The motion carried.

Cm. Scott, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 467 (BUDGET REVISION 39), TRANSFERRING FUNDS WITHIN THE OPERATIONS DEPARTMENT.** The motion carried.

Cm. Woolwine, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 468 (BUDGET REVISION 40), TRANSFERRING FUNDS WITHIN THE CUSTODIAL DEPARTMENT.** The motion carried.

Cm. Marstiller, seconded by Cm. Bibey, **MOVED THAT COUNCIL ADOPT RESOLUTION 469 (BUDGET REVISION 41), TRANSFERRING FUNDS WITHIN THE POLICE DEPARTMENT.** The motion carried.

Cm. Bibey, seconded by Cm. Randall, **MOVED THAT COUNCIL ADOPT RESOLUTION 470 (BUDGET REVISION 42), TRANSFERRING FUNDS WITHIN THE MUNICIPAL COURT.** The motion carried.

Cm. Scott, seconded by Cm. Bibey, **MOVED THAT COUNCIL ADOPT RESOLUTION 471 (BUDGET REVISION 43), ACCOUNTING FOR THE POLICE DEPARTMENT'S COPS GRANT.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair requested a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Yes
M. L. Marstiller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Approved Minutes

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 472 (BUDGET REVISION 44), TRANSFERRING FUNDS WITHIN THE TREASURER'S DEPARTMENT.** The motion carried.

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 473 (BUDGET REVISION 45), TRANSFERRING FUNDS WITHIN CITY HALL.** The motion carried.

Cm. Woolwine, seconded by Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 474 (BUDGET REVISION 46), REVISING REVENUE AND RELATED EXPENSES.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair requested a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Yes
M. L. Marstiller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Cm. Marstiller, seconded by Cm. Bibey, **MOVED THAT COUNCIL ADOPT RESOLUTION 475 (BUDGET REVISION 47), TRANSFERRING FUNDS WITHIN THE CLERK DEPARTMENT.** The motion carried.

Cm. Scott, seconded by Cm. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 476 (BUDGET REVISION 48), TRANSFERRING FUNDS WITHIN ELECTIONS.** The motion carried.

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 477 (BUDGET REVISION 49), RECORDING UNENCUMBERED FUND BALANCE AND DECREASING B&O RECURRING.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair requested a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Yes
M. L. Marstiller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 478, IMPLEMENTING A BUDGET REVISION PROTOCOL RECOMMENDED BY THE FINANCE COMMITTEE.** The motion carried.

Cm. Woolwine, seconded by Cm. Scott, **MOVED THAT COUNCIL APPROVE THE PRESENTED FY 2014 BUDGET FOR THE SANITATION DEPARTMENT.** The motion carried.

Cm. Marstiller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL APPROVE THE APPOINTMENT OF STEPHEN TINNELL TO THE ELKINS TREE BOARD.** The motion carried.

Cm. Metheny, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION FOR ATTORNEY-CLIENT CONSULTATION CONCERNING A LIMITED VIDEO LOTTERY PERMIT.** The motion carried. The executive session began at 7:22 p.m. and ended at 7:54 p.m. The mayor announced that no decisions were made and no actions were taken.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Marstiller, seconded by Cm. Woolwine, **MOVED THAT COUNCIL APPROVE THE INVOICES PRESENTED.** The list of said invoices is attached and made part of this record. The motion carried.

Approved Minutes**COMMITTEE REPORTS****Building Committee**

The following building permits have been issued since the previous regular council meeting.

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
1345	Buchanon, Lilah	106 Conaway Drive	Vinyl siding on garage	\$900
1346	Pritt, Jeffrey	104 Fifteenth Street	340 sq ft deck on rear of house	\$3,500
1347	Bartgis, Dorathy	1720 S. Davis Ave.	Install new electrical service	\$1,000
1348	Shiflett, Ronald & Artie	432 Wilson Street	Install new electrical service	\$1,000
1349	Fresenius Medical Corp.	100 Main Street	Installing a 600 amp. Transfer switch	\$29,555
1350	Biola, Scott	235 Elm St.	New 3524 sq. ft. residential home	\$410,000
1351	Corley, Charlotte	112 Ellis Ave.	Re-roof and screen in porch	\$4,000
1352	Hankey, Roger	149 Robert E Lee Ave	Repair concrete walk-way and move gas meter	\$2,500
1353	McDonalds U.S.A. LLC	5 S. Randolph Ave	Re-roof	\$16,500
DENIED 1354	Biola, Scott	235 Elm St.	New 800 sq ft garage	\$25,000
1355	Philips, Brad	100 Valley Court	Install back-up generator	\$7,778
1356	Kubichek, Margo	513 Davis Ave	Install metal roof, gutters and down spouts	\$11,000

There were no other committee reports.

ADMINISTRATIVE OFFICER REPORTS**Operations Manager**

The West Virginia Division of Highways resurfaced Worth Avenue today. In preparation therefor, the Street Department raised manhole covers; any left unraised belong to the DOH. The Street Department has also been patching potholes recently. Upon the retirement of Rodney Nutter, Assistant Street Department Supervisor Tim Elmore will be promoted to supervisor.

Treasurer

No report.

Police Chief

Lieutenant Richards told council that the new recruit, Aaron Lantz, will be on his way to the academy in July.

Fire Chief

Chief Meader was absent.

MAYOR'S COMMENTS

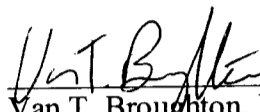
Mayor Broughton congratulated the department on its new hire. He also reported that the Planning Commission had today hosted members of the West Virginia University Land Use and Sustainable Development Law Clinic on a tour of Elkins.

Approved Minutes

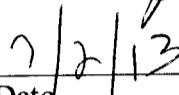
Cm. Metheny, seconded by Cm. Woolwine, moved that the meeting be adjourned. The motion carried.

The meeting adjourned at 8:24 p.m.

*Approved by council at the meeting
of July 1, 2013*

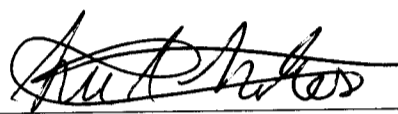


Van T. Broughton, Mayor



Date

Attest:



Sutton R. Stokes, City Clerk



Date

0666

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 06/13/2013 12:52
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
159	99	COE Disbursement Account	06/05/2013	41,274.27
160	99	COE Disbursement Account	06/11/2013	27,426.56
161	Payroll	COE Payroll	06/11/2013	39,591.99
162	99	COE Disbursement Account	06/12/2013	11,603.85
1808	99	COE Disbursement Account	06/05/2013	1,116.07
1809	99	COE Disbursement Account	06/11/2013	676.42
1810	Payroll	COE Payroll	06/11/2013	5,663.88
1811	99	COE Disbursement Account	06/12/2013	1,524.58
1924	99	COE Disbursement Account	06/05/2013	141.82
1925	99	COE Disbursement Account	06/11/2013	963.07
1926	Payroll	COE Payroll	06/11/2013	1,548.67
1927	99	COE Disbursement Account	06/12/2013	382.85
2042	99	COE Disbursement Account	06/05/2013	16,576.85
2043	99	COE Disbursement Account	06/11/2013	22,470.28
2044	Payroll	COE Payroll	06/11/2013	11,056.30
2045	99	COE Disbursement Account	06/12/2013	4,172.27
2054	99	COE Disbursement Account	06/05/2013	3,219.76
2055	99	COE Disbursement Account	06/11/2013	23,284.73
2056	Payroll	COE Payroll	06/11/2013	13,365.45
2057	99	COE Disbursement Account	06/12/2013	5,074.33
2138	99	COE Disbursement Account	06/05/2013	7,456.51
2139	99	COE Disbursement Account	06/11/2013	56,381.35
2140	Payroll	COE Payroll	06/11/2013	5,790.08
2141	99	COE Disbursement Account	06/12/2013	1,914.97
23127	CoeGen2	COE General Fund	06/04/2013	5,960.26
23128	CoeSana	COE Sanitation	06/04/2013	7,560.55
23129	CoeSewe	COE Sewer	06/04/2013	8,693.47
23130	COEWate	COE Water Fund	06/04/2013	9,288.60
23131	CoeGen2	COE General Fund	06/05/2013	2,510.90
23132	CoeSana	COE Sanitation	06/05/2013	4,907.33
23133	CoeSewe	COE Sewer	06/05/2013	7,497.96
23134	COEWate	COE Water Fund	06/05/2013	7,327.89
23135	CoeGen2	COE General Fund	06/06/2013	9,327.81
23136	CoeSana	COE Sanitation	06/06/2013	7,540.16
23137	CoeSewe	COE Sewer	06/06/2013	8,576.72
23138	COEWate	COE Water Fund	06/06/2013	8,597.84
23139	CoeGen2	COE General Fund	06/07/2013	11,754.53
23140	CoeSana	COE Sanitation	06/07/2013	6,284.80
23141	CoeSewe	COE Sewer	06/07/2013	9,452.85
23142	COEWate	COE Water Fund	06/07/2013	7,380.40
23143	CoeGen2	COE General Fund	06/10/2013	5,034.14
23144	CoeSana	COE Sanitation	06/10/2013	12,167.59
23145	CoeSewe	COE Sewer	06/10/2013	14,467.49
23146	COEWate	COE Water Fund	06/10/2013	14,762.95
23147	CoeGen2	COE General Fund	06/11/2013	46,447.84
23148	CoeSana	COE Sanitation	06/11/2013	6,942.35
23149	CoeSewe	COE Sewer	06/11/2013	8,155.66
23150	COEWate	COE Water Fund	06/11/2013	6,894.75
23151	CoeGen2	COE General Fund	06/12/2013	1,467.05
23152	CoePark	COE Parks and Recreation	06/12/2013	300.00
23153	CoeSana	COE Sanitation	06/12/2013	4,793.74
23154	CoeSewe	COE Sewer	06/12/2013	6,211.04
23155	COEWate	COE Water Fund	06/12/2013	4,544.72
59382	AmeriCa	American Cancer Society	06/05/2013	90.00
59383	BlossPe	Peggy Young	06/05/2013	303.00
59384	Chase	Chase Equipment Finance	06/05/2013	2,092.01
59385	CoeGen1	COE General Fund	06/05/2013	7,228.08
59386	CoeUtil	COE Utilities	06/05/2013	3,361.36
59387	McClunTe	Terrie McClung	06/05/2013	664.00
59388	MonPowe	Mon Power	06/05/2013	15,309.30
59389	MountGa	Mountaineer Gas Company	06/05/2013	579.00
59390	OVV	Ohio Valley Bank	06/05/2013	1,835.29

City of Elkins, WV
 User: Tracyf

Accounts Payable
 Checks by Date - Summary by Check Number

Printed: 06/13/2013 12:52
 Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
59391	RCCvb	Rand Co CVB	06/05/2013	4,795.62
59392	Springb	Springbrook Software, Inc.	06/05/2013	24,219.10
59393	SteptJo	Steptoe & Johnson	06/05/2013	3,750.85
59394	Waic	Womens Aid in Crisis	06/05/2013	2,806.67
59395	WVTreas	WV State Treasurer's Office	06/05/2013	2,751.00
59396	BiserTh	Theodore R Biser	06/11/2013	420.00
59397	CoeGenl	COE General Fund	06/11/2013	26,994.74
59398	CoeSana	COE Sanitation	06/11/2013	453.76
59399	CoeSewd	COE Sewer Depreciation Account	06/11/2013	5,266.86
59400	CoeWatde	COE Water Depreciation Account	06/11/2013	4,628.92
59401	Dtc	Davis Trust Company	06/11/2013	3,229.52
59402	ElkDist	Elkins Distributing Co., Inc.	06/11/2013	11.50
59403	ElkTruc	Elkins Truck Service, Inc	06/11/2013	92.30
59404	GuttmFl	Guttman Fleet Fueling	06/11/2013	7,540.66
59405	HarpeHl	Howard Harper	06/11/2013	21,695.00
59406	InkSpot	Ink Spot Printing Company	06/11/2013	781.00
59407	MercuOn	Mercury One LTD	06/11/2013	150.00
59408	MissUt	Miss Utility of WV	06/11/2013	66.30
59409	MonPowe	Mon Power	06/11/2013	6,530.45
59410	NortoHa	Norton Harding Jimtown	06/11/2013	18.74
59411	RCHealt	Rand-Elkins Health Dept.	06/11/2013	125.00
59412	ReserAc	Reserve Account - Pitney Bowes	06/11/2013	2,368.22
59413	RetirHe	Retiree Health Benefit Trust F	06/11/2013	1,937.80
59414	SteptJo	Steptoe & Johnson	06/11/2013	837.50
59415	SteveEl	Steven Miller	06/11/2013	1,140.00
59416	TerraFl	Terra Flora Landscaping	06/11/2013	4,921.00
59417	TygartVa	Tygarts Valley Transfer, Inc.	06/11/2013	40,063.22
59418	WheelSp	Wheeler's Sporting Goods	06/11/2013	1,893.70
59419	WVPagin	WV PAGING	06/11/2013	10.00
59420	WVPeia	WV Public Employee Insurance A	06/11/2013	26.22
59421	ChildSu	Child Support Enforcement	06/12/2013	233.54
59422	CoeFed	COE Payroll	06/12/2013	9,598.02
59423	CoeFica	COE Payroll	06/12/2013	13,197.42
59424	CoeMisc	COE Misc	06/12/2013	382.99
59425	Conseco	Washington National Insurance	06/12/2013	268.88
59426	DtcXmas	Davis Trust Company	06/12/2013	890.00
59427	Ing	ING National Trust	06/12/2013	87.00
59428	LiveUn	Live United	06/12/2013	15.00

Report Total: 783,188.84

These invoices were approved by council at the meeting of June 17, 2013.

Attest:

Van T. Broughton
 Van T. Broughton, Mayor

Sutton R. Stokes
 Sutton R. Stokes, City Clerk

7/2/13
 Date

July 2, 2013
 Date