

Approved Minutes**ELKINS COMMON COUNCIL
SPECIAL COUNCIL MEETING
MINUTES**

**401 Davis Avenue
Council Chamber, 2nd Floor
July 1, 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, M. D. Cuonzo, M. L. Marsteller, C. L. Metheny, E.R. Ochsendorf, J. J. Sabatino, and M. D. Scott; 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 Brad Johnson.

Councilpersons N. E. Bross-Fregonara, L.E. Randall, and R. A. Woolwine were absent.

AGENDA ADJUSTMENTS

Resolution 480: Reimbursements related to landfill expenses. (Wording changed from "Water Fund Reimbursement Resolution.")

Request from City Clerk S. Stokes to attend the West Virginia Municipal League Annual Meeting in Charleston, August 7-9.

PUBLIC COMMENT

There was none.

EMPLOYEE RECOGNITION

Class I Wastewater Operator Mark Findley was named Employee of the Quarter for the first quarter of 2013.

CONSENT CALENDAR

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 6, 2013.** The motion carried.

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE SPECIAL MEETING OF JUNE 17, 2013.** The motion carried.

NEW BUSINESS

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE ORDINANCE 169, IMPLEMENTING A LANDFILL SURCHARGE, ON FIRST READING.** A roll-call vote was requested. 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	Absent	L. E. Randall	Absent
M. D. Cuonzo	Yes	J. J. Sabatino	No
M. L. Marsteller	Yes	M. D. Scott	No
C.L. Metheny	Yes	R. A. Woolwine	Absent

Cw. Cuonzo, seconded by Cm. Bibey, **MOVED THAT COUNCIL APPROVE ORDINANCE 170, AMENDING CHAPTER 7 OF THE ELKINS CITY CODE, ON FIRST READING.** The motion carried.

Cm. Marsteller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 479, AUTHORIZING A DRAFT ON THE OHIO VALLEY BANK LINE-OF-CREDIT TO PAY**

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INVOICES FROM ROBERT R. RODECKER AND GRIFFITH & ASSOCIATES FOR THE WATER SYSTEM IMPROVEMENT PROJECT. The motion carried.

Cw. Cuonzo, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 480, PLEDGING REIMBURSEMENTS RELATED TO LANDFILL EXPENSES. The motion carried.**

Cm. Marstiller, seconded by Cm. Bibey, **MOVED THAT COUNCIL ADOPT RESOLUTION 481, ACCEPTING THE CONDITIONS OF AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR A GOVERNOR'S COMMUNITY PARTICIPATION GRANT TO MOUNTAIN PARTNERS IN COMMUNITY DEVELOPMENT FOR THE RIVERSIDE BLUESFEST (PROJECT NO.: 13LEDA0058).** Cm. Sabatino abstained from voting because of his close personal connection to the Riverside BluesFest. The motion carried.

Cm. Marstiller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 482, ACCEPTING THE CONDITIONS OF AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR A GOVERNOR'S COMMUNITY PARTICIPATION GRANT TO THE CITY OF ELKINS FOR GLENDALE PARK IMPROVEMENT (PROJECT NO.: 13LEDA0059).** The motion carried.

Cw. Cuonzo, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPOINT REBECCA ASHBURN TO FILL A VACANCY ON THE ELKINS-RANDOLPH COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES. The motion carried.**

Cw. Cuonzo, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE THE COST OF OVERNIGHT TRAVEL FOR WATER TREATMENT PLANT EMPLOYEE J. PETRULAK TO ATTEND CLASS I OPERATOR COURSE IN RIPLEY, SEPTEMBER 16-20. The motion carried.**

Cm. Sabatino, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL APPROVE THE COST OF OVERNIGHT TRAVEL FOR WATER TREATMENT PLANT EMPLOYEE WES LAMBERT TO ATTEND CLASS IV WATER OPERATOR COURSE IN SCOTT DEPOT, OCTOBER 7-11. The motion carried.**

Cm. Marstiller, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE THE COST OF OVERNIGHT TRAVEL FOR CITY CLERK S. STOKES TO ATTEND THE WEST VIRGINIA MUNICIPAL LEAGUE ANNUAL MEETING IN CHARLESTON, AUGUST 7-9. The motion carried.**

APPROVAL OF VENDOR INVOICE PAYMENTS

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

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
1357	Crites, John	122 Sunset Dr.	New 24' x 30' garage	\$23,550
1358	Thomas, Floyd	115 South Gate Rd.	Roof over deck	\$2,400
1359	Simmons, Carol	333 Blaine Ave.	Gutters and downspouts	\$1,000
1360	Taylor, Margierite	111 Seneca Rd.	Re- roof	\$2,700
1361	Howell, Phil	11 Central St	16' x 20' storage building	\$1,600
1362	Davis Memorial Hospital	809 Gorman Ave.	Remove & replace non-load-bearing walls	\$20,000

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1363	Arbogast, Craig	21 Tannery Dr.	Replace windows, doors and floors	\$5,000
1364	Hillman, Janice	1021 S. Kerens Ave.	Re-wire residence	\$12,831
1365	Zurbuch, Carolyn	203 Sylvester Dr.	Remodel bathrooms	\$12,000
1366	Hamer Pelet Fuel Co.	46 Tom Waller Dr.	Electrical supply and block building	\$38,000
1367	Workman, Donna	1614 Taylor Ave.	Electric	\$1,800
1368	Tingler, Freddie	219 Central St.	8' x 24' addition and electrical service	\$15,000
1369	Pennington, Tommy & Sheila	310 Wilson St.	384 sq. Ft. Deck	\$8,500
1370	Shimbo, James	1515 Taylor Ave	Replace sewer line	\$1,800
1371	DTS Holdings LLC	308 Tenth St.	Replace roofing	\$2,000
1372	Holland Investment Group	1121 S. Henry Ave.	4' x 4' stoop and fence around back yard	\$800

Sanitation and Landfill Committee

No report.

Water Committee

No report.

Parks Committee

Cm. Sabatino's report is reprinted below.

City of Elkins
Parks Commission Report
As of our last meeting on June 19th 2013.
Cm. Joseph Sabatino

- Logan Smith and Rebecca Urbansyk from AFHA/AmeriCorps gave a presentation to the parks commission about a project for the City's parks. They primarily interested in a conservation project such as Non-Native species mitigation or pollinator gardens, but could do another project as long as it fits their mission parameters. The parks commission is looking into possibilities.
- The restroom project is done except for the gutters, and is projected for completion by mid July.
- Parks Summer program expending \$4-5K less than last year
- Park maintenance is focusing on getting the City Park ready for the car show, followed by River Bend park.
- There were over 500 in attendance at the annual fishing derby.
- Pavilion rental is up. Largely due to Stuart's Park closing.
- Chad Ware will be conducting a Basketball workshop
- The Summer Food Program started last Monday. The parks Commission is paying for breakfast, and the Presbyterian Church is picking up lunch.
- Parks approached the Kiwanis's about a donation for playground equipment for Glendale Park. Grant applications are due by September. The parks commission will need help with the installation.

Finance Committee

No report.

Street Committee

No report.

Rules and Ordinances Committee

No report.

Municipal Property Committee

Cm. Marstiller reported that Todd Miller of Canaan Valley Institute would soon be presenting a proposal for implementing In-Lieu Fee Program Wetlands Mitigation at the Kump Center.

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Personnel Committee

Cm. Scott reported that the committee was reviewing the work of each department with each supervisor and had asked the Treasurer's Department to look at how its positions and workflows could become even more cohesive.

Public Safety Committee

No report.

ADMINISTRATIVE OFFICER REPORTS

Operations Manager

With the retirement of Rodney Nutter on Friday, June 28, and the promotion of Tim Elmore, the Street Department has a new supervisor for the first time in 35 years. Rain has slowed patching such that it is about a month behind schedule. The Water Department is continuing to try to locate and patch leaks to keep Water Plant production below 2 million gallons per day.

Treasurer

The city has received a reimbursement check from FEMA in the amount of \$148, 797.

Police Chief

Today a new officer, Aaron Lantz, was sworn in by the mayor. He reports to the academy on July 15.

Fire Chief

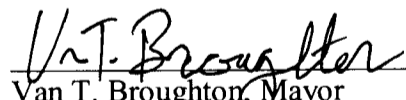
The third annual VFD Gun Bash will be held July 13.

MAYOR'S COMMENTS

Mayor Broughton gave an overview of events planned for Independence Day weekend. He also passed along compliments and thanks he has received from city residents for work by city employees.

Cm. Metheny, seconded by Cm. Marstiller, moved that council adjourn the meeting. The motion carried.


*Approved by council at the meeting
of July 18, 2013*



Van T. Broughton, Mayor
7/23/13

Date

Attest:



Sutton R. Stokes, City Clerk
July 23, 2013

Date

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 06/27/2013 10:06
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
114	BurgeNi	Burgess & Niple, Inc.	06/27/2013	10,233.00
115	BurgeNi	Burgess & Niple, Inc.	06/27/2013	17,864.13
116	RodecRo	Robert R. Rodecker	06/27/2013	398.25
163	99	COE Disbursement Account	06/14/2013	43,347.01
164	99	COE Disbursement Account	06/24/2013	71,334.79
165	99	COE Disbursement Account	06/24/2013	2,581.88
166	Payroll	COE Payroll	06/25/2013	46,851.21
167	99	COE Disbursement Account	06/26/2013	64,735.78
168	99	COE Disbursement Account	06/26/2013	462.03
1812	99	COE Disbursement Account	06/14/2013	7,223.64
1813	99	COE Disbursement Account	06/24/2013	366.51
1814	99	COE Disbursement Account	06/24/2013	37.35
1815	Payroll	COE Payroll	06/25/2013	5,790.69
1816	99	COE Disbursement Account	06/26/2013	3,150.54
1928	99	COE Disbursement Account	06/14/2013	1,790.10
1929	99	COE Disbursement Account	06/24/2013	2,663.32
1930	Payroll	COE Payroll	06/25/2013	2,087.52
1931	99	COE Disbursement Account	06/26/2013	3,598.66
2046	99	COE Disbursement Account	06/14/2013	14,278.85
2047	99	COE Disbursement Account	06/24/2013	15,732.91
2048	99	COE Disbursement Account	06/24/2013	14,400.07
2049	Payroll	COE Payroll	06/25/2013	10,508.40
2050	99	COE Disbursement Account	06/26/2013	20,337.22
2051	99	COE Disbursement Account	06/26/2013	376.33
2058	99	COE Disbursement Account	06/14/2013	28,060.03
2059	99	COE Disbursement Account	06/24/2013	28,383.60
2060	99	COE Disbursement Account	06/24/2013	196.25
2061	Payroll	COE Payroll	06/25/2013	13,251.90
2062	99	COE Disbursement Account	06/26/2013	25,430.45
2063	99	COE Disbursement Account	06/26/2013	414.09
2142	99	COE Disbursement Account	06/14/2013	8,746.18
2143	99	COE Disbursement Account	06/24/2013	917.06
2144	99	COE Disbursement Account	06/24/2013	235.32
2145	Payroll	COE Payroll	06/25/2013	6,412.20
2146	99	COE Disbursement Account	06/26/2013	13,784.85
23160	CoeGen2	COE General Fund	06/14/2013	2,752.30
23161	CoeLand	COE Landfill	06/14/2013	157.33
23162	CoePark	COE Parks and Recreation	06/14/2013	99.61
23163	CoeSana	COE Sanitation	06/14/2013	5,465.76
23164	CoeSewe	COE Sewer	06/14/2013	5,438.79
23165	COEWate	COE Water Fund	06/14/2013	6,067.53
23166	CoeGen2	COE General Fund	06/17/2013	3,350.28
23167	CoeSana	COE Sanitation	06/17/2013	11,651.76
23168	CoeSewe	COE Sewer	06/17/2013	26,210.51
23169	COEWate	COE Water Fund	06/17/2013	16,328.20
23170	CoeGen2	COE General Fund	06/18/2013	4,285.98
23171	CoePark	COE Parks and Recreation	06/18/2013	225.00
23172	CoeSana	COE Sanitation	06/18/2013	4,692.75
23173	CoeSewe	COE Sewer	06/18/2013	8,115.12
23174	COEWate	COE Water Fund	06/18/2013	6,443.67
23175	CoeGen2	COE General Fund	06/19/2013	2,105.63
23176	CoeSana	COE Sanitation	06/19/2013	6,416.96
23177	CoeSewe	COE Sewer	06/19/2013	10,847.51
23178	COEWate	COE Water Fund	06/19/2013	14,266.93
23179	CoeGen2	COE General Fund	06/21/2013	4,362.49
23180	CoeSana	COE Sanitation	06/21/2013	3,420.06
23181	CoeSewe	COE Sewer	06/21/2013	4,764.95
23182	COEWate	COE Water Fund	06/21/2013	4,929.97
23183	CoeGen2	COE General Fund	06/24/2013	24,033.34
23184	CoeSana	COE Sanitation	06/24/2013	10,557.46
23185	CoeSewe	COE Sewer	06/24/2013	2,468.87
23186	COEWate	COE Water Fund	06/24/2013	62,058.90

City of Elkins, WV
User: Tracyf

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23187	CoeGen2	COE General Fund	06/25/2013	5,797.53
23188	CoePark	COE Parks and Recreation	06/25/2013	150.00
23189	CoeSana	COE Sanitation	06/25/2013	4,661.22
23190	CoeSewe	COE Sewer	06/25/2013	1,684.15
23191	COEWate	COE Water Fund	06/25/2013	1,184.30
23192	CoeGen2	COE General Fund	06/26/2013	83,992.84
23193	CoePark	COE Parks and Recreation	06/26/2013	17,283.66
23194	CoeSana	COE Sanitation	06/26/2013	1,190.60
23195	CoeSewe	COE Sewer	06/26/2013	32,645.62
23196	COEWate	COE Water Fund	06/26/2013	1,138.59
59429	BiolaJo	John Biola	06/14/2013	350.00
59430	CiticVe	CIT Technology Finance Serv, I	06/14/2013	88.89
59431	ClarkCi	City of Clarksburg	06/14/2013	528.40
59432	FastFr	Fast FR8 Logistics LLC	06/14/2013	9,825.41
59433	GhostAcc	Ghost Account	06/14/2013	85,060.62
59434	GuttmFl	Guttman Fleet Fueling	06/14/2013	3,618.87
59435	MarysGr	Mary's Greenhouse	06/14/2013	1,600.00
59436	ProfeNu	Professional Nursing Serv	06/14/2013	286.00
59437	RandTec	RTC FBLA	06/14/2013	250.00
59438	RodecRo	Robert R. Rodecker	06/14/2013	1,337.62
59439	YouthEm	Youth Empowered Solutions	06/14/2013	500.00
59440	BuschZu	Busch, Zurbuch & Thompson, PLL	06/24/2013	306.50
59441	cbwv	Citizens Bank of WV	06/24/2013	8,216.97
59442	CoeGen1	COE General Fund	06/24/2013	6,269.29
59443	COEWate	COE Water Fund	06/24/2013	60,000.00
59444	ElkDist	Elkins Distributing Co., Inc.	06/24/2013	72.75
59445	GuttmFl	Guttman Fleet Fueling	06/24/2013	2,913.36
59446	MonPowe	Mon Power	06/24/2013	16,017.06
59447	MorriCo	Cordel Morris	06/24/2013	332.00
59448	MountGa	Mountaineer Gas Company	06/24/2013	256.00
59449	OmeBala	Omega Balance Service	06/24/2013	125.00
59450	OtisEle	Otis Elevator Co.	06/24/2013	3,967.00
59451	PubliSe	Public Service Commission WV	06/24/2013	15,937.86
59452	SigleMa	Matthew Sigley	06/24/2013	68.00
59453	SteveEl	Steven Miller	06/24/2013	1,950.00
59454	ToshiFi	Toshiba Financial Services	06/24/2013	223.00
59455	WheelSp	Wheeler's Sporting Goods	06/24/2013	1,377.00
59456	WVJail	WV Regional Jail and Correctio	06/24/2013	1,366.40
59457	DavisEl	Davis Electric Co. Inc.	06/24/2013	1,776.00
59458	HowelTh	Thomas Howell	06/24/2013	210.56
59459	MonPowe	Mon Power	06/24/2013	11,614.26
59460	MountGa	Mountaineer Gas Company	06/24/2013	761.53
59461	SteptJo	Steptoe & Johnson	06/24/2013	2,256.71
59462	UnifoLt	Uniforms Ltd., Inc.	06/24/2013	270.95
59463	UnitedBa	United Bank Laon Processing Ce	06/24/2013	293.40
59464	USPostm	US Postmaster	06/24/2013	267.46
59465	Aflac	AFLAC	06/26/2013	90.21
59466	CbwwFp	Citizens Bank of WV	06/26/2013	929.33
59467	CbwwPp	Citizens Bank of WV	06/26/2013	2,881.62
59468	ChildSu	Child Support Enforcement	06/26/2013	291.92
59469	CoeFed	COE Payroll	06/26/2013	10,592.52
59470	CoeFica	COE Payroll	06/26/2013	14,480.94
59471	CoeMisc	COE Misc	06/26/2013	504.00
59472	CoeOpeb	COE OPEB Escrow Account	06/26/2013	5,451.00
59473	Conseco	Washington National Insurance	06/26/2013	268.88
59474	DtcXmas	Davis Trust Company	06/26/2013	890.00
59475	Ing	ING National Trust	06/26/2013	87.00
59476	LiveUn	Live United	06/26/2013	15.00
59477	RetirHe	Retiree Health Benefit Trust F	06/26/2013	13,075.00
59478	WVBure2	WV Bureau of Employment Progra	06/26/2013	45.17
59479	WVFBMC	WV FBMC	06/26/2013	772.78
59480	WVPeia	WV Public Employee Insurance A	06/26/2013	43,170.37

City of Elkins, WV
User: Tracyf

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Printed: 06/27/2013 10:06
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
59481	WVPers	WV Consolidated Retirement Boa	06/26/2013	28,892.88
59482	WVPerso	COE Payroll	06/26/2013	8,598.88
59483	CoeSana	COE Sanitation	06/26/2013	19.54
59484	CoeSewe	COE Sewer	06/26/2013	1.74
59485	COEWate	COE Water Fund	06/26/2013	0.75
59486	InterMo	Inter-Mountain Co.	06/26/2013	211.59
59487	PubliSe	Public Service Commission WV	06/26/2013	25.00
59488	RodecRo	Robert R. Rodecker	06/26/2013	23.63
59489	WoodfOi	Woodford Oil Company	06/26/2013	340.20
59490	WVAudit	WV State Auditor's Office	06/26/2013	440.00
59491	WVDhhr	Bureau of Public Health	06/26/2013	190.00

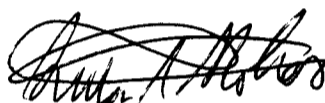
Report Total: 1,259,813.11

These invoices were approved by council at the meeting of July 1, 2013.

Attest:



Van T. Broughton, Mayor



Sutton R. Stokes, City Clerk

7/23/13
Date

July 23, 2013
Date

0676