

Approved Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

**401 Davis Avenue
Council Chamber, 2nd Floor
August 1, 2013
7:00 p.m.**

Elkins Common Council met in regular 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; Police Chief Captain H. R. White, Jr.; City Clerk S.R. Stokes (acting as recorder); City Attorney G. S. Roberts; and Inter-Mountain Reporter Brad Johnson.

Treasurer L. D. Daniels-Smith and Fire Chief T. W. Meader were absent.

AGENDA ADJUSTMENTS

There were none.

PUBLIC COMMENT

There was none.

EMPLOYEE RECOGNITION

Class I Wastewater Operator Tom Howell was named Employee of the Quarter for the second quarter of 2013.

INFORMATIONAL PRESENTATION

AmeriCorps Member Jeff Smith presented the results of a downtown parking study performed for ON TRAC.

CONSENT CALENDAR

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 18, 2013, AFTER CORRECTION OF A TYPO INDICATING THAT CM. SABATINO HAD VOTED IN TWO ROLL-CALL VOTES, DESPITE BEING ABSENT. The motion carried.**

NEW BUSINESS

Cm. Woolwine, seconded by Cm. Scott, **MOVED THAT COUNCIL ADOPT RESOLUTION 487 (FY 2014 BUDGET REVISION 1), RECORDING THE UNENCUMBERED FUND BALANCE AND TRANSFERRING FUNDS RELATED TO PURCHASING A TRUCK FOR THE STREET DEPARTMENT; PURCHASING A COMPUTER FOR THE CITY CLERK; AND FUNDING A COUNCIL MEMBER'S TRAVEL.** 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

Cm. Woolwine, seconded by Cm. Marsteller, **MOVED THAT COUNCIL ADOPT RESOLUTION 488, AUTHORIZING TRANSFER OF THE CITY'S OPEB ACCOUNT TO MOUNTAIN VALLEY BANK. The motion carried.**

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Cm. Bibey, seconded by Cm. Sabatino, **MOVED THAT COUNCIL GRANT A REQUEST FROM BEANDER'S FOR ENDORSEMENT OF ITS APPLICATION FOR A WVABCA SPECIAL EVENT LICENSE ALLOWING IT TO SELL BEER AND WINE IN A TENT IN THE ALLEY ADJACENT TO ITS STOREFRONT, OCTOBER 1-6. The motion carried.**

Council next considered two requests to use or close city streets for special events, both of which had been approved by the appropriate administrative officers and the Street Committee per the city's Events Protocol. Cm. Scott, seconded by Cm. Sabatino, **MOVED THAT COUNCIL APPROVE BOTH REQUESTS, PENDING RECEIPT OF PROOF OF INSURANCE FROM THE RANDOLPH COUNTY SENIOR CENTER. The motion carried.** The approved requests were:

- Beander's to close adjacent alley during Mountain State Forest Festival, October 1-6.
- Randolph County Senior Center to close the block of Fifth Street closest to Railroad Avenue, September 23.

Cm. Marstiller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION FOR A REAL-ESTATE MATTER RELATED TO THE ELEVENTH STREET GARAGE. The motion carried.** The executive session began at 7:54 p.m. and ended at 8:20 p.m. The mayor announced that no decisions were made and no actions were taken.

Cm. Marstiller, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL DIRECT THAT ESTIMATES BE OBTAINED FOR DEMOLITION COSTS FOR AND THE VALUE OF THE STRUCTURAL STEEL IN THE CITY BUILDINGS ON ELEVENTH STREET. The motion carried.**

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Scott, 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.

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
1399	D&E College	Hermanson Center Arts Department II	Level I renovations	\$135,000
(Pending) 1400	Lothes, Albert R.	118 Wisperwood Lane	Room additions 12' x 12' and 12' x 16'	\$7,000
1401	Swisher, Owen	231-1/2 Diamond St.	Putting a roof on pavilion	\$1,500
1402	Barnes, Deborah	121 High St.	Install replacement windows & repair decking boards	\$11,500
1403	Tedford, Sidney & Barbara	7 Kerens Hill	Replace block wall	\$10,000
1404	Talbott, David	228 Heavner Ave	New metal roof	\$4,000
1405	Hackman, Becky (Smith Apartments)	214 Third Street	Exterior painting	\$4,000
1406	Kelly, Joe	207 Alexander Ave.	Window replacement	\$6,159
1407	Lester, David & Ann	133 Vector Ave.	Replacing kitchen cabinets	\$5,000
1408	4 Seasons Motor Lodge	1091 Harrison Ave.	Repair drain lines	\$1,000

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1409	First Baptist Church	412 Randolph Ave.	Sign in the parking lot	\$3,500
1410	Hill, Cecil	1623 S. Davis Ave.	Repair roof	\$1,796
1411	Evick, Randy	123 Evergreen	New gas line	\$800
1412	Hammer, Thomas	121 Third St.	Bathroom install display case and counters, remove suspended ceiling	\$15,000
1413	Smith-Thompson, Diettra	123 Conaway Dr.	Siding, roof and deck repairs	\$4,774
1414	Skidmore, Darlene	138 Elm St.	10' x 10' deck with shed roof on the back of the house	\$2,500
1415	Amorese, Shannon	317 Main Street	200 amp electrical service	\$450
Denied 1416	Kirkpatrick, Samuel	143 Weese St.	16' x 32' addition	\$25,000

Sanitation and Landfill Committee

No report.

Water Committee

No report.

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**

The Street Department continues to work on patching potholes, grading alleys, and relocating signs to improve visibility. The Water Department will finish with hydrant flushing tonight; the next scheduled flushing will be in the fall. Yard waste will be picked up Tuesday.

Treasurer

Treasurer Daniels-Smith was absent.

Police Chief

No report.

Fire Chief

Fire Chief Meader was absent.

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ANNOUNCEMENTS

Mayor Broughton announced:

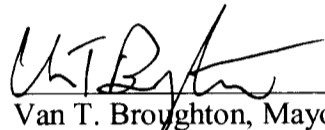
- Sunday, August 4 is National Kids Day at Elkins City Park.
- Thursday, August 15, there will be a forum at the Elkins Days Inn concerning highways and Corridor H.

Cm. Sabatino announced that a new piece of equipment has been installed at the skate park.

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

The meeting adjourned at 9:35 p.m.

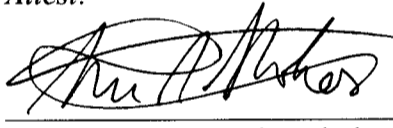
*Approved by council at the meeting
of August 15, 2013*



 Van T. Broughton, Mayor
 8/19/13

 Date

Attest:



 Sutton R. Stokes, City Clerk
 Aug. 19, 2013

 Date

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 07/29/2013 10:56
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
175	99	COE Disbursement Account	07/16/2013	19,603.20
176	99	COE Disbursement Account	07/23/2013	33,263.12
177	Payroll	COE Payroll	07/23/2013	43,836.60
178	Payroll	COE Payroll	07/24/2013	2,036.11
179	99	COE Disbursement Account	07/24/2013	65,485.94
180	99	COE Disbursement Account	07/25/2013	30,261.82
1822	99	COE Disbursement Account	07/16/2013	816.80
1823	99	COE Disbursement Account	07/23/2013	3,805.62
1824	Payroll	COE Payroll	07/23/2013	6,055.88
1825	99	COE Disbursement Account	07/24/2013	3,287.38
1826	99	COE Disbursement Account	07/25/2013	1,733.32
1938	99	COE Disbursement Account	07/16/2013	4,084.00
1939	99	COE Disbursement Account	07/23/2013	926.64
1940	Payroll	COE Payroll	07/23/2013	2,102.79
1941	99	COE Disbursement Account	07/24/2013	3,643.51
2057	99	COE Disbursement Account	07/16/2013	6,126.00
2058	99	COE Disbursement Account	07/23/2013	14,526.88
2059	Payroll	COE Payroll	07/23/2013	10,373.40
2060	99	COE Disbursement Account	07/24/2013	19,508.92
2061	99	COE Disbursement Account	07/25/2013	5,684.80
2070	99	COE Disbursement Account	07/16/2013	6,126.00
2071	99	COE Disbursement Account	07/23/2013	28,272.59
2072	Payroll	COE Payroll	07/23/2013	13,118.15
2073	99	COE Disbursement Account	07/24/2013	25,533.15
2074	99	COE Disbursement Account	07/25/2013	8,124.48
2153	99	COE Disbursement Account	07/16/2013	4,084.00
2154	99	COE Disbursement Account	07/23/2013	5,098.21
2155	Payroll	COE Payroll	07/23/2013	5,718.31
2156	99	COE Disbursement Account	07/24/2013	13,694.82
2157	99	COE Disbursement Account	07/25/2013	13,754.37
23245	CoeGen2	COE General Fund	07/15/2013	7,223.19
23246	CoeSana	COE Sanitation	07/15/2013	13,410.85
23247	CoeSewe	COE Sewer	07/15/2013	15,115.96
23248	COEWate	COE Water Fund	07/15/2013	15,737.39
23249	CoeGen2	COE General Fund	07/16/2013	9,634.40
23250	CoePark	COE Parks and Recreation	07/16/2013	185.00
23251	CoeSana	COE Sanitation	07/16/2013	5,464.86
23252	CoeSewe	COE Sewer	07/16/2013	23,785.81
23253	COEWate	COE Water Fund	07/16/2013	30,259.29
23254	CoeGen2	COE General Fund	07/17/2013	7,812.79
23255	CoeSana	COE Sanitation	07/17/2013	7,842.10
23256	CoeSewe	COE Sewer	07/17/2013	14,902.21
23257	COEWate	COE Water Fund	07/17/2013	12,012.99
23258	CoeGen2	COE General Fund	07/18/2013	6,718.11
23259	CoeSana	COE Sanitation	07/18/2013	3,819.54
23260	CoeSewe	COE Sewer	07/18/2013	7,919.33
23261	COEWate	COE Water Fund	07/18/2013	6,700.80
23262	CoeGen2	COE General Fund	07/19/2013	12,386.66
23263	CoeSana	COE Sanitation	07/19/2013	1,969.19
23264	CoeSewe	COE Sewer	07/19/2013	2,749.83
23265	COEWate	COE Water Fund	07/19/2013	8,646.84
23266	CoeGen2	COE General Fund	07/22/2013	2,065.99
23267	CoeLand	COE Landfill	07/22/2013	82.82
23268	CoePark	COE Parks and Recreation	07/22/2013	113.64
23269	CoeSana	COE Sanitation	07/22/2013	3,092.68
23270	CoeSewe	COE Sewer	07/22/2013	3,105.88
23271	COEWate	COE Water Fund	07/22/2013	2,760.99
23272	CoeGen2	COE General Fund	07/23/2013	57,379.53
23273	CoePark	COE Parks and Recreation	07/23/2013	180.00
23274	CoeSana	COE Sanitation	07/23/2013	3,244.45
23275	CoeSewe	COE Sewer	07/23/2013	621.92
23276	COEWate	COE Water Fund	07/23/2013	695.19

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23277	CoeGen2	COE General Fund	07/24/2013	6,783.33
23278	CoeSana	COE Sanitation	07/24/2013	856.95
23279	CoeSewe	COE Sewer	07/24/2013	669.55
23280	COEWate	COE Water Fund	07/24/2013	1,099.66
23281	CoeGen2	COE General Fund	07/25/2013	13,100.12
23282	CoePark	COE Parks and Recreation	07/25/2013	22,000.00
23283	CoeSana	COE Sanitation	07/25/2013	1,262.98
23284	CoeSewe	COE Sewer	07/25/2013	1,329.18
23285	COEWate	COE Water Fund	07/25/2013	1,986.49
23286	CoeGen2	COE General Fund	07/26/2013	54,124.89
23287	CoePark	COE Parks and Recreation	07/26/2013	250.00
23288	CoeSana	COE Sanitation	07/26/2013	1,321.38
23289	CoeSewe	COE Sewer	07/26/2013	1,441.84
23290	COEWate	COE Water Fund	07/26/2013	1,227.57
59575	WVBrim	WV Board of Risk and Insurance	07/16/2013	40,840.00
59576	BB&T	BB&T Governmental Finance	07/23/2013	2,722.68
59577	BrickMu	Brickstreet Mutual Insurance C	07/23/2013	23,166.00
59578	BrougVa	Van Broughton	07/23/2013	14.99
59579	Chase	Chase Equipment Finance	07/23/2013	2,092.01
59580	COEPolic	COE Police Department	07/23/2013	30.00
59581	CoeSana	COE Sanitation	07/23/2013	720.56
59582	COEWate	COE Water Fund	07/23/2013	5.15
59583	ElkDist	Elkins Distributing Co., Inc.	07/23/2013	17.25
59584	ElkinsOn	Elkins ON TRAC	07/23/2013	3,750.00
59585	GoverFi	Government Finance Officers As	07/23/2013	50.00
59586	GuttmFl	Guttman Fleet Fueling	07/23/2013	3,271.88
59587	HammaKZ	K Zane Hammack	07/23/2013	300.00
59588	HarriJi	James L. Harris	07/23/2013	275.00
59589	HuntiN2	The Huntington National Bank	07/23/2013	9,585.24
59590	MissUt	Miss Utility of WV	07/23/2013	63.70
59591	MonPowe	Mon Power	07/23/2013	26,193.70
59592	MooreRo	Robert Moore	07/23/2013	41.36
59593	MountGa	Mountaineer Gas Company	07/23/2013	303.89
59594	PoageSt	Steven Poage	07/23/2013	3.00
59595	RCHousin	Rand Co Housing Authority	07/23/2013	2,500.00
59596	RegiVII	Region VII Plan. & Development	07/23/2013	5,320.50
59597	ReserAc	Reserve Account - Pitney Bowes	07/23/2013	778.39
59598	SteveEl	Steven Miller	07/23/2013	1,050.00
59599	ToshiFi	Toshiba Financial Services	07/23/2013	446.00
59600	TrickHa	Trickett Hardware	07/23/2013	118.18
59601	USPostm	US Postmaster	07/23/2013	281.26
59602	WoodFOi	Woodford Oil Company	07/23/2013	795.30
59603	WVDohl	WV Division of Highways	07/23/2013	116.42
59604	WVJail	WV Regional Jail and Correctio	07/23/2013	1,805.60
59605	WVMunJu	WV Municipal Judges Association	07/23/2013	75.00
59606	Aflac	AFLAC	07/24/2013	40.36
59607	CbvvFp	Citizens Bank of WV	07/24/2013	858.83
59608	CbvvPp	Citizens Bank of WV	07/24/2013	3,214.74
59609	ChildSu	Child Support Enforcement	07/24/2013	343.85
59610	CoeFed	COE Payroll	07/24/2013	10,317.70
59611	CoeFica	COE Payroll	07/24/2013	13,987.68
59612	CoeMisc	COE Misc	07/24/2013	2,403.20
59613	CoeOpeb	COE OPEB Escrow Account	07/24/2013	5,372.00
59614	Conseco	Washington National Insurance	07/24/2013	318.04
59615	DtcXmas	Davis Trust Company	07/24/2013	870.00
59616	Ing	ING National Trust	07/24/2013	87.00
59617	LiveUn	Live United	07/24/2013	15.00
59618	RetirHe	Retiree Health Benefit Trust F	07/24/2013	12,501.20
59619	WVFBMC	WV FBMC	07/24/2013	772.78
59620	WVPeia	WV Public Employee Insurance A	07/24/2013	42,669.42
59621	WVPers	WV Consolidated Retirement Boa	07/24/2013	28,758.02
59622	WVPerso	COE Payroll	07/24/2013	8,623.90

City of Elkins, WV
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59623	AmeriHe	AmeriHealth Casualty Services	07/25/2013	27,107.58
59624	CommIns	Commercial Insurance	07/25/2013	32,451.21

Report Total: 1,113,226.55

These invoices were approved by council at the meeting of Aug. 15th SRS, 2013.

Attest:

VT Boyle
Van T. Broughton, Mayor

Sutton R. Stokes
Sutton R. Stokes, City Clerk

8/19/13
Date

Aug. 19, 2013
Date

