

Approved Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

***401 Davis Avenue
Council Chamber, 2nd Floor
November 21, 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; Treasurer L. D. Daniels-Smith; Acting Police Chief First Lieutenant S.D. Richards; Fire Chief T. W. Meader; City Clerk S.R. Stokes (acting as recorder); City Attorney G. S. Roberts; and Inter-Mountain Reporter B. Johnson.

Operations Manager R.P. Pingley was absent.

CONSENT CALENDAR

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 7, 2013.** The motion carried.

UNFINISHED BUSINESS

Mayor Broughton stated a question postponed from meeting of November 7, 2013: whether to approve Ordinance 173, prohibiting engine compression brakes in the City of Elkins, on first reading. (Moved by Cw. Bross-Fregonara/Cm. Scott; postponed to this meeting on motion of Cm. Metheny/Cm. Scott.) Cm. Scott, seconded by Cm. Marsteller, **MOVED THAT COUNCIL POSTPONE ACTION ON THIS QUESTION INDEFINITELY.** The motion carried.

NEW BUSINESS

Cm. Bibey, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 521, DESIGNATING ARMOR A LAW ENFORCEMENT DOG.** The motion carried.

Cm. Bibey, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 522, PROMOTING PATROLMAN B. TICE TO CORPORAL.** The motion carried.

Cm. Metheny, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE ORDINANCE 174, THE ZONING OF THE RECENTLY ANNEXED RANDOLPH COUNTY HOUSING AUTHORITY PROPERTY NEAR NORTH SCHOOL AS "C" - COMMERCIAL, ON FIRST READING.** Cm. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL POSTPONE ACTION UNTIL THE RULES AND ORDINANCE COMMITTEE CAN SUBMIT AN UPDATED VERSION OF THE ORDINANCE.** The motion to postpone carried.

Cm. Scott, seconded by Cm. Metheny, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER IN THE OPERATIONS DEPARTMENT.** The motion carried. The executive session began at 7:10 p.m. and ended at 7:50 p.m. The mayor announced that no decisions were made and no actions were taken.

1530	Kelley, Darl	1317 S. Henry Ave.	Install metal roof on garage	\$1,100
1531	Ice, David	5 West Davis St	Replace section of roof	\$7,741
1532	Sheller, Kenneth	101 Orchard St.	EPDM roof	\$5,188
1533	Satterfield, Danny	114 Kerens Ave.	Re-roof	\$4,000
1534	Mussi, Richard Jr.	140 Orchard St.	Remodel garage into two bed apartment	\$20,000
1535	Beahm, Robert	620 Yokum St.	Upgrade electrical service	\$1,000
1536	Arbogast, Craig	21 Tannery Dr.	New modular home 1404 sq. ft.	\$82,243
1537	Kostakos Properties LLC	218 First Street	Upgrade electrical service	\$2,500
1538	Hight, Ron	411 Central Street	Install gable roof on the garage	\$7,200
1539	Gillispie, Sid	224 Elm St.	Install direct vent fireplace	\$5,000
1540	Holland Enterprise LLC	107 Third St.	Roof repair	\$7,000
1541	Baird, David	119 Third St.	Remodel into bar/grill	\$62,148
1542	Cathy Rummel, State Farm Insurance	1513 Harrison Ave.	Sign on the front of the building	\$500
1543	Stone, Patrica	116 Whiteman Ave.	10 x 28 storage shed	\$4,325
1544	Four Seasons Motor Lodge	1091 Harrison Ave.	Meth lab remediation	\$4,200
1545	Woodford Oil Co.	13th & Livingston Ave.	Siding and roof	\$60,000
1546	Woodford Oil Co.	13th & Livingston Ave.	Install 5000 gal tank	\$3,000
1547	Isner, Roger & Pamela	114 Ward Ave.	Remodel bathroom	\$3,000
1548	Snodgrass, Evelyn (Citizens Bank)	8 Blaine Ave.	Re-roof	\$9,215
1549	Randolph Co. Housing Authority	122 Pleasant Ave.	Window, door, cabinetry, bathrooms, electrical and plumbing repairs	\$90,000
1550	Hight, Ron	411 Central Street	Re-shingle home	\$2,500

Parks Committee

Cm. Sabatino reported that discussions are ongoing concerning the possibility of an ice rink in the town square for the winter months. He also provided updates on the Glendale restrooms project and on placing Christmas lights in the various parks. All park restrooms have been winterized and will be out of service until spring.

Approved Minutes**Street Committee**

Cm. Ochsendorf reported that his committee has set a goal of addressing the findings of the recent walkability tour.

Rules and Ordinances Committee

Cw. Bross-Fregonara reported that the committee is working on addressing jake brakes and nuisance properties and light.

Personnel Committee

Cm. Scott reported that the ad hoc Police Chief Search Committee was working on a new job description for the police chief position.

ADMINISTRATIVE OFFICER REPORTS**Operations Manager**

Operations Manager Pingley submitted the following written report:

Street Department

- Progress has been good on leaf collection this year. The weather has been fairly cooperative, and by splitting the Street Department into two crews we've been able to keep one crew consistently on leaf pickup. We have a couple of wards that are fairly close to being finished.
- Patching of potholes is pretty much finished for the year due to the cold weather and the lack of availability of hot-mix asphalt. We'll continue to patch holes with millings where necessary, but we know that is a temporary fix.

Water Plant

- The water leak on the 10th of this month on Worth Avenue near the river was on a 12-inch main; our best estimate is that we lost close to two million gallons of water. That is essentially a full day's production at the plant. That is also what prompted the system-wide boil-water notice.

Water Distribution

- Crews worked to repair a leak on a water main on Sycamore Street at the D&E College entrance this afternoon. The line had been leaking for an unknown length of time and going into a storm drain. It didn't show up until the storm drain line plugged up and started overflowing onto Sycamore Street. A boil-water notice is not anticipated at this time.

Sanitation Department

- A reminder that the garbage pickup schedule has changed for next week due to the holiday:
 - Monday's trash will be picked up on Sunday 11/24 starting at 6:00 am.
 - Thursday's trash will be picked up on Wednesday 11/27.
 - Friday pickup will be as normally scheduled.
- ❖ Last but certainly not least, I'm happy to report that the City has been selected to receive a \$20,950 recycling grant from the WV DEP. I'd like to thank Peggy for her hard work in getting us this grant, as it was her idea to apply for it and she handled the application all through the process.

Treasurer

Melissa Stalnaker, formerly of the police department and municipal court, has been hired to fill the vacancy created by Doris Williams's resignation.

Police Chief


Three new recruits will start at the academy in January. The department recently received a "platinum" award from AAA for efforts to improve pedestrian safety.

Cm. Randall thanked Chief Meader and the members of the fire department for their hard work and professionalism in a series of recent fires.

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

The meeting adjourned at 8:05 p.m.

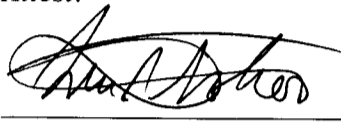
*Approved by council at the meeting
of December 5, 2013*



Van T. Broughton, Mayor
12/6/13

Date

Attest:



Sutton R. Stokes, City Clerk
Nov. Dec. 6, 2013

Date

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 11/18/2013 16:23
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
6	CharlBl	Charleston Blueprint, Inc.	11/06/2013	10,500.00
221	99	COE Disbursement Account	11/06/2013	64,816.01
222	Payroll	COE Payroll	11/13/2013	42,521.54
223	99	COE Disbursement Account	11/14/2013	61,240.47
224	99	COE Disbursement Account	11/14/2013	13,850.44
1859	99	COE Disbursement Account	11/06/2013	1,061.18
1860	Payroll	COE Payroll	11/13/2013	2,379.24
1861	99	COE Disbursement Account	11/14/2013	2,400.03
1862	99	COE Disbursement Account	11/14/2013	703.27
1972	99	COE Disbursement Account	11/06/2013	9,421.61
1973	Payroll	COE Payroll	11/13/2013	2,177.34
1974	99	COE Disbursement Account	11/14/2013	8,353.88
1975	99	COE Disbursement Account	11/14/2013	582.97
2098	99	COE Disbursement Account	11/06/2013	15,483.47
2099	Payroll	COE Payroll	11/13/2013	10,185.22
2100	99	COE Disbursement Account	11/14/2013	11,986.89
2101	99	COE Disbursement Account	11/14/2013	4,024.33
2110	99	COE Disbursement Account	11/06/2013	9,613.84
2111	Payroll	COE Payroll	11/13/2013	13,530.91
2112	99	COE Disbursement Account	11/14/2013	38,573.46
2113	99	COE Disbursement Account	11/14/2013	5,158.91
2192	99	COE Disbursement Account	11/06/2013	57,602.60
2193	Payroll	COE Payroll	11/13/2013	5,612.19
2194	99	COE Disbursement Account	11/14/2013	12,644.75
2195	99	COE Disbursement Account	11/14/2013	2,040.64
23616	CoeGen2	COE General Fund	11/04/2013	14,725.21
23617	CoeLand	COE Landfill	11/04/2013	2,029.62
23618	CoeSana	COE Sanitation	11/04/2013	8,541.51
23619	CoeSewe	COE Sewer	11/04/2013	24,873.71
23620	COEWate	COE Water Fund	11/04/2013	20,507.61
23621	CoeGen2	COE General Fund	11/05/2013	14,060.46
23622	CoeLand	COE Landfill	11/05/2013	2,032.02
23623	CoeSana	COE Sanitation	11/05/2013	8,255.78
23624	CoeSewe	COE Sewer	11/05/2013	8,910.49
23625	COEWate	COE Water Fund	11/05/2013	9,324.73
23626	CoeGen2	COE General Fund	11/06/2013	3,043.87
23627	CoeLand	COE Landfill	11/06/2013	1,139.43
23628	CoeSana	COE Sanitation	11/06/2013	3,848.87
23629	CoeSewe	COE Sewer	11/06/2013	6,290.63
23630	COEWate	COE Water Fund	11/06/2013	5,957.22
23631	CoeGen2	COE General Fund	11/07/2013	48,470.72
23632	CoeLand	COE Landfill	11/07/2013	7,935.13
23633	CoeSana	COE Sanitation	11/07/2013	7,186.61
23634	CoeSewe	COE Sewer	11/07/2013	7,551.69
23635	COEWate	COE Water Fund	11/07/2013	8,470.54
23636	CoeGen2	COE General Fund	11/08/2013	2,077.24
23637	CoeLand	COE Landfill	11/08/2013	2,081.72
23638	CoeSana	COE Sanitation	11/08/2013	7,361.17
23639	CoeSewe	COE Sewer	11/08/2013	10,663.97
23640	COEWate	COE Water Fund	11/08/2013	7,650.09
23641	CoeGen2	COE General Fund	11/12/2013	3,881.61
23642	CoeLand	COE Landfill	11/12/2013	4,679.10
23643	CoeSana	COE Sanitation	11/12/2013	15,329.75
23644	CoeSewe	COE Sewer	11/12/2013	27,682.38
23645	COEWate	COE Water Fund	11/12/2013	16,322.75
23646	CoeGen2	COE General Fund	11/13/2013	2,002.73
23647	CoeLand	COE Landfill	11/13/2013	1,167.42
23648	CoeSana	COE Sanitation	11/13/2013	4,856.09
23649	CoeSewe	COE Sewer	11/13/2013	6,384.04

23655	COEWate	COE Water Fund	11/14/2013	8,263.24
23656	CoeGen2	COE General Fund	11/15/2013	24,530.86
23657	CoeLand	COE Landfill	11/15/2013	1,933.75
23658	CoeSana	COE Sanitation	11/15/2013	9,612.20
23659	CoeSewer	COE Sewer	11/15/2013	6,049.88
23660	COEWate	COE Water Fund	11/15/2013	5,911.19
60086	BakerMi	Michael Baker, Jr., Inc.	11/06/2013	22,000.00
60087	BrougVa	Van Broughton	11/06/2013	398.38
60088	CarbaBr	Brandi Carbaugh	11/06/2013	300.00
60089	Chase	Chase Equipment Finance	11/06/2013	2,874.17
60090	CoeGen1	COE General Fund	11/06/2013	8,959.08
60091	CoeLand	COE Landfill	11/06/2013	6,155.76
60092	CoeSana	COE Sanitation	11/06/2013	598.96
60093	CoeSewd	COE Sewer Depreciation Account	11/06/2013	4,625.23
60094	CoeUtil	COE Utilities	11/06/2013	3,344.93
60095	CoeWatde	COE Water Depreciation Account	11/06/2013	4,041.75
60096	DelauJe	Jennifer Delauder	11/06/2013	282.00
60097	DepotWe	Depot Welcome Center	11/06/2013	1,152.06
60098	DoerrCo	Doerr Development	11/06/2013	85.84
60099	Dtc	Davis Trust Company	11/06/2013	1,002.46
60100	ElkinsOn	Elkins ON TRAC	11/06/2013	3,750.00
60101	GinosPi	Gino's Pizza	11/06/2013	26.27
60102	ManahGr	The Manahan Group, LLC	11/06/2013	75.00
60103	McQuaSh	Sharon McQuain	11/06/2013	45.00
60104	MercuOn	Mercury One LTD	11/06/2013	150.00
60105	MonPowe	Mon Power	11/06/2013	7,514.39
60106	MoserSe	Sean Moser	11/06/2013	282.00
60107	MountGa	Mountaineer Gas Company	11/06/2013	2,473.36
60108	Mvb	Monongahela Valley Bank	11/06/2013	2,309.93
60109	NewJo	Joseph New	11/06/2013	54.52
60110	NortoHa	Norton Harding Jimtown	11/06/2013	18.72
60111	OgdenEn	Ted Ogden Trucking	11/06/2013	3,840.00
60112	OVb	Ohio Valley Bank	11/06/2013	1,848.27
60113	PreciPu	Precision Pump & Valve Sv	11/06/2013	8,554.00
60114	ProfeNu	Professional Nursing Serv	11/06/2013	330.00
60115	RCCvb	Rand Co CVB	11/06/2013	7,076.92
60116	RCHomle	Rand Co Homeless Shelter	11/06/2013	5,000.17
60117	ReserAc	Reserve Account - Pitney Bowes	11/06/2013	528.54
60118	RodecRo	Robert R. Rodecker	11/06/2013	756.14
60119	ShopSave	N Save Shop	11/06/2013	50.00
60120	Springb	Springbrook Software, Inc.	11/06/2013	350.00
60121	SummiCo	Summit Community Bank	11/06/2013	1,227.30
60122	ToshiFi	Toshiba Financial Services	11/06/2013	223.00
60123	TygartVa	Tygarts Valley Transfer, Inc.	11/06/2013	42,244.64
60124	USBank	U.S. Bank Equipment Finance	11/06/2013	70.00
60125	VandePa	Paul Vandevender	11/06/2013	87.89
60126	Waic	Womens Aid in Crisis	11/06/2013	6,284.35
60127	WestoSa	Weston Sanitary Board	11/06/2013	2,000.00
60128	WoodfOi	Woodford Oil Company	11/06/2013	1,375.92
60129	WVBure2	Unemployment Compensation Divi	11/06/2013	1,607.76
60130	WVPagin	WV Paging	11/06/2013	10.00
60131	WVPeia	WV Public Employee Insurance A	11/06/2013	100.00
60132	WVTreas	WV State Treasurer's Office	11/06/2013	1,914.00
60133	BurgeNi	Burgess & Niple, Inc.	11/14/2013	172.08
60134	Chase	Chase Equipment Finance	11/14/2013	2,092.01
60135	CiticVe	CIT Technology Finance Serv, I	11/14/2013	88.89
60136	CoeGen1	COE General Fund	11/14/2013	8,959.08
60137	CoeGen2	COE General Fund	11/14/2013	149.96
60138	CoePost	COE/Davis Trust Company	11/14/2013	3,750.00
60139	CrawfDa	David Crawford	11/14/2013	131.13

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

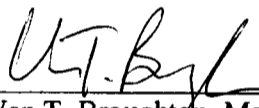
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60140	Dtc	Davis Trust Company	11/14/2013	3,229.52
60141	ElkinTr	Elkins Tree Board	11/14/2013	4.24
60142	ElkTruc	Elkins Truck Service, Inc	11/14/2013	89.80
60143	GhostAcc	Ghost Account	11/14/2013	105,476.58
60144	GuttmFl	Guttman Fleet Fueling	11/14/2013	6,299.92
60145	L1Iden	L1 Identity Solutions	11/14/2013	28.85
60146	PrittTh	Thomas Pritt	11/14/2013	138.18
60147	StalnMe	Melissa Stalnaker	11/14/2013	131.13
60148	WoodfOi	Woodford Oil Company	11/14/2013	4,385.89
60149	WVTreas2	WV State Treasurer's Office/ M	11/14/2013	72.22
60150	ChildSu	Child Support Enforcement	11/14/2013	473.08
60151	CoeFed	COE Payroll	11/14/2013	10,064.21
60152	CoeFica	COE Payroll	11/14/2013	13,690.28
60153	CoeMisc	COE Misc	11/14/2013	495.69
60154	Conseco	Washington National Insurance	11/14/2013	305.30
60155	DtcXmas	Davis Trust Company	11/14/2013	1,230.00
60156	Ing	ING National Trust	11/14/2013	87.00
60157	LiveUn	Live United	11/14/2013	15.00
971217	ArnoKe	Kevin Arnold	11/18/2013	1,206.10

Report Total: 1,135,636.76

These invoices were approved by council at the meeting of

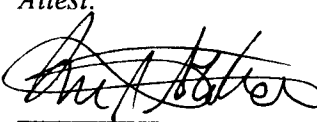
Nov. 21, 2013



Van T. Broughton, Mayor

12/6/13
Date

Attest:



Sutton R. Stokes, City Clerk

Sutton R. Stokes, City Clerk

Dec. 6, 2013
Date

