

Approved Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

**401 Davis Avenue
Council Chamber, 2nd Floor
December 5, 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: N. E. Bross-Fregonara, M. D. Cuonzo, M. L. Marstiller, 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; 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.

Cm. J. S. Bibey was absent.

PUBLIC COMMENT

There was none.

CONSENT CALENDAR

Cm. Metheny, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 21, 2013.** The motion carried.

NEW BUSINESS

Cm. Marstiller, seconded by Cm. Scott, **MOVED THAT COUNCIL ADOPT RESOLUTION 523, APPOINTING JUSTIN THORNE TO THE POSITION OF ENTRY-LEVEL POLICE OFFICER.** The motion carried.

Cm. Woolwine, seconded by Cm. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 524, BUDGET REVISION 7, RELATED TO COPIER LEASE AND FLOOR-MAT CLEANING SERVICES.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Absent	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. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 525, BUDGET REVISION 8, ACCOUNTING FOR FUNDS RECEIVED UNDER THE WEES HISTORIC DISTRICT GRANT.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in

BUDGET REVISION 10, ALTERING CITY HALL CHARGES TO VARIOUS DEPARTMENTS. In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Absent	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. Marsteller, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 528, BUDGET REVISION 11, RELATED TO ASBESTOS ABATEMENT AT THE ELEVENTH STREET GARAGE.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Absent	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. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 529, BUDGET REVISION 12, RELATED TO PAYMENT OF APHIS PIGEON-CONTROL FEES.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Absent	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. Marsteller, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 515, AUTHORIZING THE MAYOR TO EXECUTE THE APHIS PIGEON-CONTROL CONTRACT FOR 2013-14.** The motion carried.

Cm. Woolwine, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 530, BUDGET REVISION 13, FUNDING THE CITY'S PLANNING AND ZONING ACCOUNT.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Absent	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. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 531, ADOPTING A POLICY OF PROVIDING AN ANNUAL STIPEND OF AT LEAST ONE DOLLAR TO CERTAIN CITY EMPLOYEES.** Treasurer Daniels-Smith related Payroll Clerk Wendy Williams's research finding that the West Virginia Consolidated Public Retirement Board will include stipends in the basis for calculating contributions to employees' pensions, but only if the

Approved Minutes

governing body adopts a policy of paying at least a one-dollar stipend annually. The motion carried.

Cm. Woolwine, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 532, BUDGET REVISION 14, TO FUND PAYMENT OF A 2013 STIPEND OF \$500 FOR CERTAIN CITY EMPLOYEES.** In accordance with the requirements of the state auditor's office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

J. S. Bibey	Absent	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. Scott, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 533, AUTHORIZING PAYMENT OF A 2013 STIPEND OF \$500 FOR CERTAIN CITY EMPLOYEES.** The motion carried.

Cm. Scott, seconded by Cm. Marstiller, **MOVED THAT COUNCIL ADOPT RESOLUTION 534, AUTHORIZING THE EXPENDITURE OF \$10,000 FROM THE WATER DEPRECIATION ACCOUNT FOR THE PURCHASE OF A PICKUP TRUCK.** The motion carried.

Cm. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL POSTPONE CONSIDERATION OF RESOLUTION 535 UNTIL ITS RECOMMENDED REVISIONS TO THE PERSONNEL MANUAL CAN BE REVIEWED BY THE CITY'S LABOR COUNSEL.** The motion carried.

Cm. Marstiller, seconded by Cm. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 536, IMPLEMENTING A POLICY REQUIRING REIMBURSEMENT OF CERTAIN TRAINING COSTS BY POLICE OFFICERS WHO LEAVE CITY SERVICE LESS THAN ONE YEAR AFTER GRADUATING FROM THE ACADEMY.** Cm. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL AMEND THE POLICY BY IMPOSING A REPAYMENT DEADLINE OF AT LEAST ONE YEAR UNLESS OTHERWISE APPROVED BY COUNCIL.** The motion to amend carried. The amended motion carried.

Cm. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 537, AMENDING THE WATER TECHNICIAN III JOB DESCRIPTION.** Cm. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL AMEND THE RESOLUTION BY RETAINING THE WORDS "TERMINATES UTILITY SERVICE FOR NON-PAYMENT UNLESS OTHERWISE DIRECTED."** The motion to amend carried. The amended motion carried.

APPROVAL OF VENDOR INVOICE PAYMENTS

CM. RANDALL, seconded by Cm. Ochsendorf, **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.

Rules and Ordinances Committee

Cw. Bross-Fregonara reported that her committee is continuing work on rules related to engine brakes and nuisance properties.

Personnel Committee

Cm. Scott reported that the ad hoc Police Chief Search Committee is awaiting an updated job description from the Archer Company. It will be posted once received.

ADMINISTRATIVE OFFICER REPORTS

Operations Manager

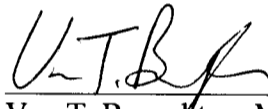
Leaf pickup will be completed within the next week of suitable weather. Bids are being accepted for a building to store yard waste, which will be located near the wastewater plant. Phase 1 of the Long Term Control Plan project will commence in the spring; this phase is a \$3 million project to separate storm-water and sewer collection under Barron Avenue, Kerens Avenue, and the alley between Henry Street and Central Avenue. Today, the mayor, operations manager, and operations assistant attended an award ceremony in Charleston for the REAP recycling grant that the city recently received.

MAYOR'S COMMENTS

The mayor reminded attendees that all parking time limits are lifted downtown for the period December 1-January 1.

Cm. Metheny, seconded by Cm. Marstilller, moved that council adjourn the meeting. The motion carried. The meeting adjourned at 7:55 p.m.

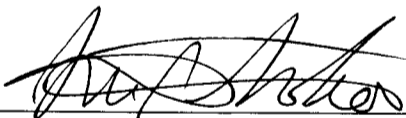
*Approved by council at the meeting
of December 19, 2013*



Van T. Broughton, Mayor
12/20/13

Date

Attest:



Sutton R. Stokes, City Clerk
Dec. 20, 2013

Date

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 12/02/2013 08:53
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
				118,619.38
225	99	COE Disbursement Account	11/21/2013	3,120.63
226	99	COE Disbursement Account	11/25/2013	39,179.96
227	Payroll	COE Payroll	11/26/2013	44,576.11
228	99	COE Disbursement Account	11/26/2013	3,274.60
1863	99	COE Disbursement Account	11/21/2013	2,567.36
1864	Payroll	COE Payroll	11/26/2013	2,944.37
1865	99	COE Disbursement Account	11/26/2013	13,480.56
1976	99	COE Disbursement Account	11/21/2013	1,696.26
1977	Payroll	COE Payroll	11/26/2013	2,038.43
1978	99	COE Disbursement Account	11/26/2013	27,722.25
2102	99	COE Disbursement Account	11/21/2013	989.13
2103	99	COE Disbursement Account	11/25/2013	528.95
2104	99	COE Disbursement Account	11/25/2013	11,231.85
2105	Payroll	COE Payroll	11/26/2013	15,290.54
2106	99	COE Disbursement Account	11/26/2013	51,023.64
2114	99	COE Disbursement Account	11/21/2013	1,239.92
2115	99	COE Disbursement Account	11/25/2013	15,489.24
2116	Payroll	COE Payroll	11/26/2013	20,960.28
2117	99	COE Disbursement Account	11/26/2013	13,136.95
2196	99	COE Disbursement Account	11/21/2013	876.73
2197	99	COE Disbursement Account	11/25/2013	528.95
2198	99	COE Disbursement Account	11/25/2013	6,785.89
2199	Payroll	COE Payroll	11/26/2013	8,618.01
2200	99	COE Disbursement Account	11/26/2013	4,257.43
23666	CoeGen2	COE General Fund	11/19/2013	2,312.40
23667	CoeLand	COE Landfill	11/19/2013	7,506.29
23668	CoeSana	COE Sanitation	11/19/2013	13,622.70
23669	CoeSewer	COE Sewer	11/19/2013	8,701.51
23670	COEWate	COE Water Fund	11/19/2013	3,673.76
23671	CoeGen2	COE General Fund	11/20/2013	694.27
23672	CoeLand	COE Landfill	11/20/2013	2,083.43
23673	CoeSana	COE Sanitation	11/20/2013	3,156.55
23674	CoeSewer	COE Sewer	11/20/2013	6,133.25
23675	COEWate	COE Water Fund	11/20/2013	15,473.56
23676	CoeGen2	COE General Fund	11/21/2013	592.48
23677	CoeLand	COE Landfill	11/21/2013	26.57
23678	CoePark	COE Parks and Recreation	11/21/2013	1,914.09
23679	CoeSana	COE Sanitation	11/21/2013	2,668.38
23680	CoeSewer	COE Sewer	11/21/2013	2,753.00
23681	COEWate	COE Water Fund	11/21/2013	1,306.90
23682	CoeGen2	COE General Fund	11/22/2013	60.97
23683	CoeLand	COE Landfill	11/22/2013	2,620.21
23684	CoeSana	COE Sanitation	11/22/2013	3,670.63
23685	CoeSewer	COE Sewer	11/22/2013	3,565.52
23686	COEWate	COE Water Fund	11/22/2013	1,478.37
23687	CoeGen2	COE General Fund	11/25/2013	74.96
23688	CoeLand	COE Landfill	11/25/2013	1,120.80
23689	CoeSana	COE Sanitation	11/25/2013	3,032.99
23690	CoeSewer	COE Sewer	11/25/2013	3,341.93
23691	COEWate	COE Water Fund	11/25/2013	3,369.01
23692	CoeGen2	COE General Fund	11/26/2013	22.79
23693	CoeLand	COE Landfill	11/26/2013	430.83
23694	CoeSana	COE Sanitation	11/26/2013	1,714.32
23695	CoeSewer	COE Sewer	11/26/2013	2,048.49
23696	COEWate	COE Water Fund	11/26/2013	29,969.70
23697	CoeGen2	COE General Fund	11/27/2013	11.25
23698	CoeLand	COE Landfill	11/27/2013	160.88
23699	CoeSana	COE Sanitation	11/27/2013	1,897.01

60160	BB&T	BB&T Governmental Finance	11/21/2013	2,286.67
60161	BB&T2	BB&T Governmental Finance	11/21/2013	98.31
60162	Belt Ro	Ronald Belt, Jr.	11/21/2013	850.00
60163	BendePa	Paul Bender	11/21/2013	98.31
60164	BrownGa	Gary Brown	11/21/2013	98.31
60165	CanfiEr	E. R. Canfield	11/21/2013	4,833.33
60166	CbvvFp	Citizens Bank of WV	11/21/2013	21,683.33
60167	CbvvPp	Citizens Bank of WV	11/21/2013	350.00
60168	ChildAd	Randolph County Children's Adv	11/21/2013	29,404.91
60169	CoeGen1	COE General Fund	11/21/2013	16,666.67
60170	CoePark	COE Parks and Recreation	11/21/2013	1,990.52
60171	CoeSana	COE Sanitation	11/21/2013	398.14
60172	CoeUtil	COE Utilities	11/21/2013	103.17
60173	CororRa	Ray Corcoran	11/21/2013	3,500.00
60174	CountRo	Country Roads Transit	11/21/2013	98.31
60175	CrossCr	Craig Cross	11/21/2013	24.44
60176	DanieLi	Lisa Daniels-Smith	11/21/2013	73.74
60177	DefibGi	Ginger Defibaugh	11/21/2013	6,000.00
60178	ElkAirp	Elkins-Randolph Co. Airport Au	11/21/2013	3,861.46
60179	ElkBuil	Elkins Building Comm.	11/21/2013	1,125.00
60180	ElkCham	Elkins Randolph County Chamber	11/21/2013	1,625.00
60181	ElkHist	Elkins His. Landmark Com.	11/21/2013	5,000.00
60182	ElkLibr	Elkins-Randolph Co. Public Lib	11/21/2013	332.00
60183	FortnLe	Lewis Fortney	11/21/2013	3,137.63
60184	GuttmFl	Guttman Fleet Fueling	11/21/2013	164.00
60185	InkSpot	Ink Spot Printing Company	11/21/2013	1,800.00
60186	JacksGr	Grover C. Jackson, Jr.	11/21/2013	625.00
60187	KumpHo	Kump House Endowment Trust	11/21/2013	131.08
60188	LantzAa	Aaron Lantz	11/21/2013	50.00
60189	McDonPa	Pam McDonald	11/21/2013	62.40
60190	MissUt	Miss Utility of WV	11/21/2013	17,940.15
60191	MonPowe	Mon Power	11/21/2013	63.00
60192	MountGa	Mountaineer Gas Company	11/21/2013	1,520.92
60193	Mvb	Monongahela Valley Bank	11/21/2013	4,350.00
60194	OgdenEn	Ted Ogden Trucking	11/21/2013	73.74
60195	PoageSt	Steven Poage	11/21/2013	9,877.03
60196	ProgrBa	Progressive Bank	11/21/2013	1,125.00
60197	RCArts	Rand Co Community Arts Center	11/21/2013	3,000.00
60198	RCCommi	Rand Co Commission	11/21/2013	3,000.00
60199	RCDevel	Rand Co Development Auth	11/21/2013	3,000.00
60200	RCHealt	Rand-Elkins Health Dept.	11/21/2013	3,000.00
60201	RetirHe	Retiree Health Benefit Trust F	11/21/2013	13,165.40
60202	RichaSt	Stephen Richards	11/21/2013	98.31
60203	RossmCo	Rossman & Co./PCB	11/21/2013	36.43
60204	SigleMa	Matthew Sigley	11/21/2013	98.31
60205	TiceBr	Brandon Tice	11/21/2013	98.31
60206	TinglGa	Gary Tingler	11/21/2013	19.12
60207	USPostm	US Postmaster	11/21/2013	322.88
60208	WeeseEd	Ed Weese	11/21/2013	1,930.00
60209	WestoSa	Weston Sanitary Board	11/21/2013	2,000.00
60210	WoodfOi	Woodford Oil Company	11/21/2013	1,588.56
60211	WVDep	WV Department of Environmental	11/21/2013	430.00
60212	WVJail	WV Regional Jail and Correctio	11/21/2013	1,158.00
60213	WVPeia	WV Public Employee Insurance A	11/21/2013	42,258.07
60214	WVTreas2	WV State Treasurer's Office/ M	11/21/2013	2,483.36
60215	BatdoJa	Jack Batdorf	11/25/2013	300.00
60216	BuschZu	Busch, Zurbuch & Thompson, PLL	11/25/2013	689.46
60217	GuttmFl	Guttman Fleet Fueling	11/25/2013	2,928.84
60218	JonesJW	J. W. Jones	11/25/2013	66.74
60219	PreseAl	Preservation Alliance of West	11/25/2013	787.50
60220	StaciL	Lynn Stasick	11/25/2013	394.47
60221	UnitedBa	United Bank Loan Processing Ce	11/25/2013	354.14

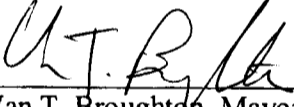
City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

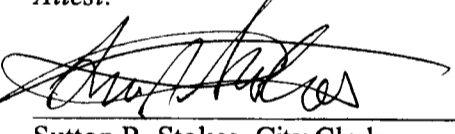
Printed: 12/02/2013 08:53
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
60222	USPostm	US Postmaster	11/25/2013	705.26
60223	USPostm	US Postmaster	11/25/2013	1,057.90
60224	Aflac	AFLAC	11/26/2013	29.90
60225	CbwwFp	Citizens Bank of WV	11/26/2013	1,254.24
60226	CbwwPp	Citizens Bank of WV	11/26/2013	3,740.81
60227	ChildSu	Child Support Enforcement	11/26/2013	181.16
60228	CoeFed	COE Payroll	11/26/2013	10,253.12
60229	CoeFica	COE Payroll	11/26/2013	13,282.54
60230	CoeMisc	COE Misc	11/26/2013	313.25
60231	CoeOpeb	COE OPEB Escrow Account	11/26/2013	5,372.00
60232	Conseco	Washington National Insurance	11/26/2013	305.30
60233	DtcXmas	Davis Trust Company	11/26/2013	1,150.00
60234	ElkProFF	Elkins Professional Firefighte	11/26/2013	40.00
60235	Ing	ING National Trust	11/26/2013	87.00
60236	LiveUn	Live United	11/26/2013	15.00
60237	WVFBMC	WV FBMC	11/26/2013	1,530.26
60238	WVPers	WV Consolidated Retirement Boa	11/26/2013	44,881.72
60239	WVPerso	COE Payroll	11/26/2013	11,991.44
Report Total:				872,035.60

These invoices were approved by council at the meeting of Dec. 5, 2013.



Van T. Broughton, Mayor
12/20/13
Date

Attest:


Sutton R. Stokes, City Clerk
Dec. 20, 2013
Date

