

**Approved Minutes**

**ELKINS COMMON COUNCIL  
REGULAR COUNCIL MEETING  
MINUTES**

**401 Davis Avenue  
Council Chamber, 2nd Floor  
February 6, 2014  
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. Marstilller, C. L. Metheny, E.R. Ochsendorf, L.E. Randall, 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. J. Sabatino was absent.

**INFORMATIONAL PRESENTATION**

Laura Ward, Director of Country Roads Transit, presented information on fiscal year 2014 ridership and operations and requested continued funding in fiscal year 2015.

**EMPLOYEE RECOGNITION**

Cm. Scott, chair of council's Personnel Committee, announced that Melissa Stalnaker is the Employee of the Quarter.

**CONSENT CALENDAR**

Cm. Metheny, seconded by Cm. Bibey, moved that council **APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 16, 2014.** The motion carried.

**NEW BUSINESS**

Cm. Scott reported on the activities of the mayor's ad hoc Police Chief Search Committee. The committee will begin reviewing resumes next week with the goal of eventually presenting 3-5 top candidates to council as a whole for interviews. Cm. Metheny suggested that council consider amending its current policy by requiring council authorization before an administrative-officer opening can be posted. Cm. Randall, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL END THIS DISCUSSION AND PROCEED TO THE NEXT AGENDA ITEM.** The motion carried.

Cw. Bross-Fregonara, seconded by Cm. Scott, **MOVED THAT COUNCIL POSTPONE CONSIDERATION OF ORDINANCE 175 (RE: THE COMPETITIVE BIDDING THRESHOLD) UNTIL THE NEXT MEETING.** The motion carried.

Cw. Bross-Fregonara, seconded by Cm. Bibey, **MOVED THAT COUNCIL APPROVE ORDINANCE 176 (RE: TRASH COLLECTION REQUIREMENTS) ON THE FIRST OF TWO READINGS.** The motion carried.

M. D. Cuonzo	Yes	J. J. Sabatino	Absent
M. L. Marsteller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Cm. Woolwine, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 550, (BUDGET REVISION 21), FUNDING THE PROJECT TO BRING CITY ADDRESSES INTO THE RANDOLPH COUNTY 911 CENTER'S E911 COMPUTER-AIDED DISPATCH SYSTEM.** 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	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Absent
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 551, AUTHORIZING FUNDS FROM THE WATER FUND DEPRECIATION ACCOUNT TO BE USED FOR THE E911 PROJECT.** The motion carried.

Cm. Woolwine, seconded by Cm. Marsteller, **MOVED THAT COUNCIL ADOPT RESOLUTION 552, AUTHORIZING EXECUTION OF A CONTRACT WITH LANDMARK FOR THE E911 PROJECT.** The motion carried.

Cm. Marsteller, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 553 (BUDGET REVISION 22), FUNDING PURCHASE OF A VEHICLE FROM FIRE DEPARTMENT BY CODE ENFORCEMENT DEPARTMENT.** 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	Yes	G. Ochsendorf	Yes
N. E. Bross-Fregonara	Yes	L. E. Randall	Yes
M. D. Cuonzo	Yes	J. J. Sabatino	Absent
M. L. Marsteller	Yes	M. D. Scott	Yes
C.L. Metheny	Yes	R. A. Woolwine	Yes

Cm. Scott, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 554, AUTHORIZING THE CODE ENFORCEMENT DEPARTMENT TO PURCHASE A 2002 DODGE DURANGO FROM THE FIRE DEPARTMENT.** The motion carried.

Cm. Scott, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 555, AUTHORIZING PERSONNEL MANUAL CHANGES RELATED TO HEALTH SCREENINGS AND PROMOTIONS.** The motion carried.

Cw. Cuonzo, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ADOPT RESOLUTION 556, AUTHORIZING THE WATER DEPARTMENT TO USE WATER FUND DEPRECIATION ACCOUNT TO PURCHASE A TRUCK.** The motion carried.

Cm. Marsteller, seconded by Cm. Metheny, **MOVED THAT COUNCIL ADOPT RESOLUTION 557, AUTHORIZING AN APPLICATION FOR COMMUNITY PARTICIPATION GRANT FUNDS FOR CITY DEMOLITION PROJECT (PROJECT NUMBER: 14LEDA0236).** The motion carried.

Cw. Cuonzo, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 558, AUTHORIZING A DRAFT ON THE OHIO VALLEY BANK LINE-OF-CREDIT FOR THE WATER SYSTEM IMPROVEMENT PROJECT.** The motion carried.

**Approved Minutes**

Vendor	Amount
McNeer, Highland, McMunn and Varner L.C.	\$1,530
McNeer, Highland, McMunn and Varner L.C.	\$2,430
Chapman Technical Group	\$7,375

Cm. Scott, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL APPOINT DAVID PARKER TO FILL THE UNEXPIRED PLANNING COMMISSION TERM VACATED BY DUKE TALBOTT (EXPIRING DECEMBER 31, 2015).** The motion carried.

Cm. Scott, seconded by Cm. Bibey, **MOVED THAT COUNCIL REAPPOINT MERLLENE YORKEY AND GRACE SUNDELIN TO TERMS ON THE BOARD OF ZONING APPEALS THAT BOTH EXPIRE DECEMBER 31, 2016.** The motion carried.

Cm. Marstiller, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL APPROVE A REQUEST FROM THE OPERATIONS DIVISION FOR P. YOUNG TO ATTEND NATIONAL MAIN STREETS CONFERENCE IN DETROIT, MAY 18-21.** The motion carried.

Council next considered three requests to use or close city streets that had been approved by the appropriate administrative officers per the city's Events Protocol:

Cm. Bibey, seconded by Cm. Woolwine, **MOVED THAT COUNCIL APPROVE A REQUEST FROM D&E/ON TRAC TO CLOSE THIRD STREET FOR FIRST FRIDAY EVENT, FEBRUARY 7.** The motion carried.

Cm. Bibey, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL APPROVE A REQUEST FROM THE JUNIOR WOMEN'S CLUB TO CLOSE KERENS AVENUE AND MARY'S LANE FOR PROJECT SAFE GRADUATION PARTY, MAY 23-24 (6 P.M.-6 A.M.).** The motion carried.

Cm. Marstiller, seconded by Cm. Bibey, **MOVED THAT COUNCIL APPROVE A REQUEST FROM THE DHS FOUNDATION TO CLOSE MARTIN STREET FOR A FAIR, AUGUST 15-16.** The motion carried.

**APPROVAL OF VENDOR INVOICE PAYMENTS**

**CM. MARSTILLER**, 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.


ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value

1592	Martin, Pearl	200 Southview Dr.	Stand- by generator	\$6,785
1593	Woodford United Methodist Church	113 First St.	Abate 140 sq ft. Of floor tile	\$2,670
1594	Johnson Realty And Property	330 Randolph Ave.	Remodel townhouse	\$122,000

Cm. Metheny, seconded by Cm. Ochsendor, **MOVED THAT COUNCIL ADJOURN THE MEETING.**  
The motion carried.

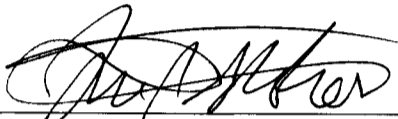
The meeting adjourned at 8:40 p.m.

*Approved by council at the meeting  
of March 6, 2014*

  
\_\_\_\_\_  
Van T. Broughton, Mayor

3/7/14  
\_\_\_\_\_  
Date

*Attest:*

  
\_\_\_\_\_  
Sutfon R. Stokes, City Clerk

Mar. 7, 2014  
\_\_\_\_\_  
Date

City of Elkins, WV  
User: Tracyf

Accounts Payable  
Checks by Date - Summary by Check Number

Printed: 02/03/2014 08:51  
Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
247	99	COE Disbursement Account	01/21/2014	7,568.11
248	Payroll	COE Payroll	01/22/2014	43,697.89
249	99	COE Disbursement Account	01/23/2014	64,212.51
250	99	COE Disbursement Account	01/28/2014	49,964.81
1879	99	COE Disbursement Account	01/21/2014	428.48
1880	Payroll	COE Payroll	01/22/2014	2,387.04
1881	99	COE Disbursement Account	01/23/2014	2,225.10
1882	99	COE Disbursement Account	01/28/2014	2,003.14
1995	99	COE Disbursement Account	01/21/2014	4,934.49
1996	Payroll	COE Payroll	01/22/2014	2,671.02
1997	99	COE Disbursement Account	01/23/2014	4,420.49
1998	99	COE Disbursement Account	01/28/2014	5,617.34
2123	99	COE Disbursement Account	01/14/2014	255.14
2124	99	COE Disbursement Account	01/21/2014	4,512.22
2125	Payroll	COE Payroll	01/22/2014	10,753.96
2126	99	COE Disbursement Account	01/23/2014	20,610.37
2127	99	COE Disbursement Account	01/23/2014	476.93
2128	99	COE Disbursement Account	01/28/2014	16,277.42
2134	99	COE Disbursement Account	01/14/2014	3,245.77
2135	99	COE Disbursement Account	01/21/2014	1,816.50
2136	Payroll	COE Payroll	01/22/2014	14,668.14
2137	99	COE Disbursement Account	01/23/2014	26,304.55
2138	99	COE Disbursement Account	01/23/2014	387.80
2139	99	COE Disbursement Account	01/28/2014	40,476.15
2219	99	COE Disbursement Account	01/21/2014	2,340.57
2220	Payroll	COE Payroll	01/22/2014	5,383.44
2221	99	COE Disbursement Account	01/23/2014	13,273.05
2222	99	COE Disbursement Account	01/23/2014	95.85
2223	99	COE Disbursement Account	01/28/2014	9,964.92
23847	CoeGen2	COE General Fund	01/14/2014	2,692.40
23848	CoeLand	COE Landfill	01/14/2014	2,406.41
23849	CoeSana	COE Sanitation	01/14/2014	7,693.60
23850	CoeSewe	COE Sewer	01/14/2014	15,181.56
23851	COEWate	COE Water Fund	01/14/2014	8,170.74
23852	CoeGen2	COE General Fund	01/15/2014	5,426.01
23853	CoeLand	COE Landfill	01/15/2014	1,237.85
23854	CoeSana	COE Sanitation	01/15/2014	3,918.53
23855	CoeSewe	COE Sewer	01/15/2014	3,732.54
23856	COEWate	COE Water Fund	01/15/2014	3,738.47
23857	CoeGen2	COE General Fund	01/16/2014	6,751.70
23858	CoeLand	COE Landfill	01/16/2014	1,253.92
23859	CoePark	COE Parks and Recreation	01/16/2014	205.00
23860	CoeSana	COE Sanitation	01/16/2014	3,747.52
23861	CoeSewe	COE Sewer	01/16/2014	34,075.11
23862	COEWate	COE Water Fund	01/16/2014	33,992.56
23863	CoeGen2	COE General Fund	01/17/2014	4,506.36
23864	CoeLand	COE Landfill	01/17/2014	2,392.70
23865	CoeSana	COE Sanitation	01/17/2014	7,790.37
23866	CoeSewe	COE Sewer	01/17/2014	12,388.20
23867	COEWate	COE Water Fund	01/17/2014	7,823.91
23868	CoeGen2	COE General Fund	01/21/2014	20,579.57
23869	CoeLand	COE Landfill	01/21/2014	3,934.33
23870	CoeSana	COE Sanitation	01/21/2014	11,980.12
23871	CoeSewe	COE Sewer	01/21/2014	18,005.25
23872	COEWate	COE Water Fund	01/21/2014	18,025.99
23873	CoeGen2	COE General Fund	01/22/2014	18,385.51
23874	CoeLand	COE Landfill	01/22/2014	562.34
23875	CoeSana	COE Sanitation	01/22/2014	2,047.92

23882	CoeSewe	COE Sewer	01/23/2014	4,882.06
23883	COEWate	COE Water Fund	01/23/2014	4,780.39
23884	CoeGen2	COE General Fund	01/24/2014	307.61
23885	CoeLand	COE Landfill	01/24/2014	17.80
23886	CoePark	COE Parks and Recreation	01/24/2014	1,515.61
23887	CoeSana	COE Sanitation	01/24/2014	2,368.22
23888	CoeSewe	COE Sewer	01/24/2014	2,692.05
23889	COEWate	COE Water Fund	01/24/2014	42,817.43
23890	CoeGen2	COE General Fund	01/27/2014	132.49
23891	CoeLand	COE Landfill	01/27/2014	195.00
23892	CoePark	COE Parks and Recreation	01/27/2014	5,514.89
23893	CoeSana	COE Sanitation	01/27/2014	2,218.99
23894	CoeSewe	COE Sewer	01/27/2014	2,979.50
23895	COEWate	COE Water Fund	01/27/2014	5,695.32
23896	CoeGen2	COE General Fund	01/28/2014	84.61
23897	CoeLand	COE Landfill	01/28/2014	3,400.00
23898	CoePark	COE Parks and Recreation	01/28/2014	6,192.33
23899	CoeSana	COE Sanitation	01/28/2014	16,396.13
23900	CoeSewe	COE Sewer	01/28/2014	15,156.74
23901	COEWate	COE Water Fund	01/28/2014	29,805.63
23902	CoeGen2	COE General Fund	01/29/2014	114.03
23903	CoeLand	COE Landfill	01/29/2014	250.00
23904	CoePark	COE Parks and Recreation	01/29/2014	1,286.30
23905	CoeSana	COE Sanitation	01/29/2014	2,060.63
23906	CoeSewe	COE Sewer	01/29/2014	2,641.02
23907	COEWate	COE Water Fund	01/29/2014	89,058.02
23908	CoeGen2	COE General Fund	01/30/2014	189.57
23909	CoeLand	COE Landfill	01/30/2014	1,456.80
23910	CoeSana	COE Sanitation	01/30/2014	1,654.86
23911	CoeSewe	COE Sewer	01/30/2014	1,421.97
23912	COEWate	COE Water Fund	01/30/2014	51,383.78
23913	CoeGen2	COE General Fund	01/31/2014	205.61
23914	CoeLand	COE Landfill	01/31/2014	2,126.94
23915	CoeSana	COE Sanitation	01/31/2014	4,746.21
23916	CoeSewe	COE Sewer	01/31/2014	3,881.22
23917	COEWate	COE Water Fund	01/31/2014	88.89
60437	CiticVe	CIT Technology Finance Serv, I	01/14/2014	3,229.52
60438	Dtc	Davis Trust Company	01/14/2014	150.00
60439	MercuOn	Mercury One LTD	01/14/2014	32.50
60440	MissUt	Miss Utility of WV	01/14/2014	63.50
60441	AASafet	A & A Safety, Inc.	01/21/2014	7,051.38
60442	AmeriHe	AmeriHealth Casualty Services	01/21/2014	87.00
60443	GlenvSt	Glenville State College Resear	01/21/2014	5,783.33
60444	GuttmFl	Guttman Fleet Fueling	01/21/2014	28.85
60445	LIIden	LI Identity Solutions	01/21/2014	2.43
60446	LantzAa	Aaron Lantz	01/21/2014	3,280.00
60447	NorAmUV	North America UV, Inc.	01/21/2014	9.63
60448	RossmCo	Rossman & Co./PCB	01/21/2014	335.00
60449	WeeseEd	Ed Weese	01/21/2014	3,174.00
60450	WestoSa	Weston Sanitary Board	01/21/2014	1,785.25
60451	WVJail	WV Regional Jail and Correctio	01/21/2014	29.90
60452	Aflac	AFLAC	01/23/2014	887.61
60453	CbvwFp	Citizens Bank of WV	01/23/2014	2,871.23
60454	CbvwPp	Citizens Bank of WV	01/23/2014	414.70
60455	ChildSu	Child Support Enforcement	01/23/2014	10,142.28
60456	CoeFed	COE Payroll	01/23/2014	14,162.16
60457	CoeFica	COE Payroll	01/23/2014	326.99
60458	CoeMisc	COE Misc	01/23/2014	5,372.00
60459	CoeOpeb	COE OPEB Escrow Account	01/23/2014	305.30
60460	Conseco	Washington National Insurance	01/23/2014	

City of Elkins, WV  
User: Tracyf

Accounts Payable  
Checks by Date - Summary by Check Number

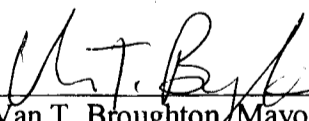
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Summary

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
60461	DtcXmas	Davis Trust Company	01/23/2014	1,110.00
60462	ElkProFF	Elkins Professional Firefighte	01/23/2014	40.00
60463	Ing	ING National Trust	01/23/2014	77.00
60464	LiveUn	Live United	01/23/2014	15.00
60465	RetirHe	Retiree Health Benefit Trust F	01/23/2014	13,370.90
60466	WVFBMC	WV FBMC	01/23/2014	1,077.10
60467	WVPeia	WV Public Employee Insurance A	01/23/2014	42,286.25
60468	WVPers	WV Consolidated Retirement Boa	01/23/2014	30,382.47
60469	WVPerso	COE Payroll	01/23/2014	8,175.18
60470	UnitedBa	United Bank Loan Processing Ce	01/23/2014	381.08
60471	USPostm	US Postmaster	01/23/2014	319.50
60472	WeeseEd	Ed Weese	01/23/2014	260.00
60473	BB&T	BB&T Governmental Finance	01/28/2014	2,722.68
60474	BB&T2	BB&T Governmental Finance	01/28/2014	2,286.67
60475	BendePa	Paul Bender	01/28/2014	850.00
60476	CbwwFp	Citizens Bank of WV	01/28/2014	6,096.55
60477	CbwwPp	Citizens Bank of WV	01/28/2014	14,355.51
60478	CoeGen1	COE General Fund	01/28/2014	34,300.37
60479	CoePark	COE Parks and Recreation	01/28/2014	16,666.67
60480	DepotWe	Depot Welcome Center	01/28/2014	502.93
60481	ElkBuil	Elkins Building Comm.	01/28/2014	3,861.46
60482	ElkCham	Elkins Randolph County Chamber	01/28/2014	35.00
60483	GinosPi	Gino's Pizza	01/28/2014	70.06
60484	GuttmFl	Guttman Fleet Fueling	01/28/2014	3,938.59
60485	JacksGr	Grover C. Jackson, Jr.	01/28/2014	1,800.00
60486	McNeer	McNeer, Highland, McMunn and V	01/28/2014	30.00
60487	MonPowe	Mon Power	01/28/2014	16,514.67
60488	MountGa	Mountaineer Gas Company	01/28/2014	193.00
60489	Mvb	Monongahela Valley Bank	01/28/2014	1,520.92
60490	ProgrBa	Progressive Bank	01/28/2014	9,877.03
60491	RCCvb	Rand Co CVB	01/28/2014	3,089.43
60492	RodecRo	Robert R. Rodecker	01/28/2014	33.75
60493	USPostm	US Postmaster	01/28/2014	1,764.13
60494	WeeseEd	Ed Weese	01/28/2014	1,311.00
60495	WVTreas2	WV State Treasurer's Office/ M	01/28/2014	2,483.36

Report Total:

1,252,908.68

These invoices were approved by council at the meeting of Feb. 6, 2014.

  
Van T. Broughton, Mayor

3/7/14  
Date

Attest:



Sutton R. Stokes, City Clerk

Mar. 7, 2014  
Date