

**ELKINS COMMON COUNCIL
REGULAR/SPECIAL COUNCIL MEETING
MINUTES**

**401 Davis Avenue
Council Chamber, 2nd Floor
May 1, 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. 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; 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 A. Gaynor.

INFORMATIONAL PRESENTATION

United States Postal Service Mail Carrier Steve Mendez presented information on the USPS food drive program and requested adoption of Resolution 581.

CONSENT CALENDAR

Cm. Scott, seconded by Cm. Marsteller, **MOVED THAT COUNCIL APPROVE THE MINUTES OF THE REGULAR COUNCIL MEETING OF APRIL 17, 2014.** The motion carried.

NEW BUSINESS

Cm. Metheny, seconded by Cm. Ochsendorf, **MOVED THAT COUNCIL ADOPT RESOLUTION 579, AUTHORIZING THE CITY TO STAND AS FISCAL AGENT FOR THE RANDOLPH COUNTY HOMELESS SHELTER'S FY 2015 EMERGENCY SOLUTIONS GRANT AWARD.** The motion carried.

Cw. Cuonzo, seconded by Cm. Scott, **MOVED THAT COUNCIL ADOPT RESOLUTION 580, AUTHORIZING THE CITY TO STAND AS FISCAL AGENT FOR WOMEN'S AID IN CRISIS'S FY 2015 EMERGENCY SOLUTIONS GRANT AWARD.** The motion carried.

Cm. Bibey, seconded by Cw. Bross-Fregonara, **MOVED THAT COUNCIL ADOPT RESOLUTION 581, PROCLAIMING MAY 10, 2014 AS "LETTER CARRIERS' FOOD DRIVE DAY."** The motion carried.

Cw. Cuonzo, seconded by Cm. Marsteller, **MOVED THAT COUNCIL ADOPT RESOLUTION 582, AUTHORIZING REGULAR FULL-TIME STATUS AND ESTABLISHING A WAGE FOR D. HARRIS.** The motion carried.

Cw. Cuonzo, seconded by Cm. Sabatino, **MOVED THAT COUNCIL ADOPT RESOLUTION 583, AUTHORIZING REGULAR FULL-TIME STATUS AND ESTABLISHING A WAGE FOR E. HINER.** The motion carried.

Cm. Metheny, seconded by Cw. Cuonzo, **MOVED THAT COUNCIL ADOPT RESOLUTION 584, AUTHORIZING REGULAR FULL-TIME STATUS AND ESTABLISHING A WAGE FOR J. RAY.** The motion carried.

Cw. Cuonzo, seconded by Cm. Metheny, **MOVED THAT COUNCIL ADOPT RESOLUTION 585, ACCEPTING THE TERMS AND AUTHORIZING EXECUTION OF A CONTRACT WITH MICHAEL BAKER, JR., INC. FOR ENGINEERING SERVICES RELATED TO THE CROSSWALK PROJECT.** The motion carried.

Approved Minutes

Cm. Scott, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 586, AUTHORIZING THE ESTABLISHMENT OF A LINE OF CREDIT TO FUND THE PURCHASE OF TYLER TECHNOLOGIES INCODE FINANCIAL SOFTWARE AND RELATED HARDWARE UPGRADES.** The motion carried.

Cm. Sabatino, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ADOPT RESOLUTION 587, AUTHORIZING THE PURCHASE OF SERVERS, COMPUTERS, AND RELATED EQUIPMENT NECESSARY TO SUPPORT TYLER TECHNOLOGIES INCODE FINANCIAL SOFTWARE.** The motion carried.

Cm. Bibey, seconded by Cm. Sabatino, **MOVED THAT COUNCIL ADOPT RESOLUTION 588 (BUDGET REVISION 29), MAKING LINE-ITEM ADJUSTMENTS WITHIN THE POLICE DEPARTMENT.** The motion carried.

Resolution 589, suspending the leave donation program, was not ready to be laid before council.

Resolution 590, confirming Captain S. Richards and establishing a salary for him as police chief, had been placed on the agenda as a placeholder by the Personnel Committee, due to the late date of the committee's meeting of May 7. At that meeting, the committee reached consensus that such a resolution would be redundant, so no such resolution was or will be prepared.

Cm. Woolwine, seconded by Cm. Scott, **MOVED THAT COUNCIL ADOPT RESOLUTION 591, TRANSFERRING THE CITY'S CAPITAL RESERVE ACCOUNT FROM THE WEST VIRGINIA MUNICIPAL BOND COMMISSION TO MOUNTAIN VALLEY BANK.** The motion carried.

Cm. Sabatino, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION FOR A PERSONNEL MATTER IN THE POLICE DEPARTMENT.** The motion carried. The executive session began at 7:20 p.m. and ended at 8:18 p.m. The mayor announced that no decisions were made and no actions were taken.

Cm. Marsteller, seconded by Cm. Sabatino, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION FOR A REAL ESTATE MATTER CONCERNING THE ELKINS NATIONAL GUARD ARMORY.** The motion carried. The executive session began at 8:20 p.m. and ended at 8:52 p.m. The mayor announced that no decisions were made and no actions were taken.

Cm. Scott, seconded by Cm. Metheny, **MOVED THAT COUNCIL APPROVE TWO REQUESTS TO CLOSE CITY STREETS FOR PUBLIC EVENTS, PENDING RECEIPT OF CERTIFICATES NAMING THE CITY AS ADDITIONAL INSURED.** The motion carried. The approved events were as follows:

- American Cancer Society, to close portions of Railroad Avenue, June 7.
- Randolph County Cancer Support, to close various streets, June 14.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Scott, seconded by Cm. Randall, **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 |
| 1658 | Morgan, Tom | 222 Diamond St. | New metal roof | \$5,200 |
| 1659 | Nucilli, Mary | 301 Center St. | Precast steps w/sidewalls and paint roof | \$5,031 |

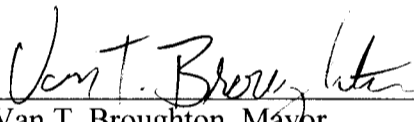
Approved Minutes

| | | | | |
|------|-------------------------------|--------------------|-------------------------------------|-----------|
| 1660 | Dillon, Katie | 103 Conaway Dr. | Rear deck with roof | \$9,000 |
| 1661 | Fiestas WV Inc. - Taco Bell | 1509 Harrison Ave. | Remodel for ADA compliance | \$140,000 |
| 1662 | First United Methodist Church | 315 Kerens Ave. | Electric service upgrade | \$2,500 |
| 1663 | Evans, Clark | 135 Vector Ave. | New roof | \$2,678 |
| 1664 | Georgeson, Robert & Neva | 119 Ferndale Dr. | New roof | \$6,600 |
| 1665 | Holland Enterprise | 410 Kerens Ave. | Repair porch roof and siding | \$2,500 |
| 1666 | Campbell, Denise | 21 Fayette St. | 10' x 16' deck w/ pergula over half | \$2,500 |
| 1667 | Conklin, Tim | 120 Sunset Dr. | Fence | \$2,500 |
| 1668 | Ervin, Jackie | 920 S. Davis Ave. | Repair siding | \$2,000 |

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

The meeting adjourned at 9:04 p.m.

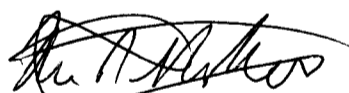
Approved by council at the meeting of May 15, 2014



 Van T. Broughton, Mayor
 5/27/14

 Date

Attest:



 Sutton R. Stokes, City Clerk
 May 27, 2014

 Date

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 04/28/2014 12:57
Summary

| <u>Check Number</u> | <u>Vendor No</u> | <u>Vendor Name</u> | <u>Check Date</u> | <u>Check Amount</u> |
|---------------------|------------------|--------------------------|-------------------|---------------------|
| 276 | Payroll | COE Payroll | 04/15/2014 | 42,020.78 |
| 277 | 99 | COE Disbursement Account | 04/15/2014 | 64,178.48 |
| 278 | 99 | COE Disbursement Account | 04/22/2014 | 18,379.93 |
| 279 | 99 | COE Disbursement Account | 04/25/2014 | 6,404.18 |
| 1905 | Payroll | COE Payroll | 04/15/2014 | 2,275.66 |
| 1906 | 99 | COE Disbursement Account | 04/15/2014 | 2,336.48 |
| 1907 | 99 | COE Disbursement Account | 04/22/2014 | 62.32 |
| 2022 | Payroll | COE Payroll | 04/15/2014 | 2,316.38 |
| 2023 | 99 | COE Disbursement Account | 04/15/2014 | 3,910.29 |
| 2024 | 99 | COE Disbursement Account | 04/22/2014 | 28,301.66 |
| 2025 | 99 | COE Disbursement Account | 04/25/2014 | 28.87 |
| 2154 | Payroll | COE Payroll | 04/15/2014 | 11,267.69 |
| 2155 | 99 | COE Disbursement Account | 04/15/2014 | 20,577.27 |
| 2156 | 99 | COE Disbursement Account | 04/22/2014 | 2,378.45 |
| 2157 | 99 | COE Disbursement Account | 04/25/2014 | 1,506.66 |
| 2167 | Payroll | COE Payroll | 04/15/2014 | 14,009.52 |
| 2168 | 99 | COE Disbursement Account | 04/15/2014 | 26,882.31 |
| 2169 | 99 | COE Disbursement Account | 04/22/2014 | 9,074.79 |
| 2249 | Payroll | COE Payroll | 04/15/2014 | 5,365.22 |
| 2250 | 99 | COE Disbursement Account | 04/15/2014 | 12,834.10 |
| 2251 | 99 | COE Disbursement Account | 04/22/2014 | 2,064.98 |
| 2252 | 99 | COE Disbursement Account | 04/25/2014 | 90.27 |
| 24185 | CoeGen2 | COE General Fund | 04/15/2014 | 6,494.93 |
| 24186 | CoeLand | COE Landfill | 04/15/2014 | 2,103.62 |
| 24187 | CoeSana | COE Sanitation | 04/15/2014 | 6,368.47 |
| 24188 | CoeSewe | COE Sewer | 04/15/2014 | 17,808.71 |
| 24189 | COEWate | COE Water Fund | 04/15/2014 | 8,321.75 |
| 24190 | CoeGen2 | COE General Fund | 04/16/2014 | 14,555.80 |
| 24191 | CoeLand | COE Landfill | 04/16/2014 | 1,140.57 |
| 24192 | CoeSana | COE Sanitation | 04/16/2014 | 4,144.60 |
| 24193 | CoeSewe | COE Sewer | 04/16/2014 | 6,116.53 |
| 24194 | COEWate | COE Water Fund | 04/16/2014 | 4,296.43 |
| 24195 | CoeGen2 | COE General Fund | 04/17/2014 | 12,186.71 |
| 24196 | CoeLand | COE Landfill | 04/17/2014 | 1,308.75 |
| 24197 | CoePark | COE Parks and Recreation | 04/17/2014 | 175.00 |
| 24198 | CoeSana | COE Sanitation | 04/17/2014 | 4,141.89 |
| 24199 | CoeSewe | COE Sewer | 04/17/2014 | 6,963.00 |
| 24200 | COEWate | COE Water Fund | 04/17/2014 | 4,362.48 |
| 24201 | CoeGen2 | COE General Fund | 04/21/2014 | 23,700.29 |
| 24202 | CoeLand | COE Landfill | 04/21/2014 | 4,264.76 |
| 24203 | CoeSana | COE Sanitation | 04/21/2014 | 15,759.25 |
| 24204 | CoeSewe | COE Sewer | 04/21/2014 | 50,525.58 |
| 24205 | COEWate | COE Water Fund | 04/21/2014 | 50,534.68 |
| 24206 | CoeGen2 | COE General Fund | 04/22/2014 | 2,923.17 |
| 24207 | CoeLand | COE Landfill | 04/22/2014 | 654.92 |
| 24208 | CoeSana | COE Sanitation | 04/22/2014 | 1,902.81 |
| 24209 | CoeSewe | COE Sewer | 04/22/2014 | 2,066.36 |
| 24210 | COEWate | COE Water Fund | 04/22/2014 | 2,675.51 |
| 24211 | CoeGen2 | COE General Fund | 04/23/2014 | 9,020.49 |
| 24212 | CoeLand | COE Landfill | 04/23/2014 | 219.38 |
| 24213 | CoeSana | COE Sanitation | 04/23/2014 | 637.19 |
| 24214 | CoeSewe | COE Sewer | 04/23/2014 | 996.48 |
| 24215 | COEWate | COE Water Fund | 04/23/2014 | 977.37 |
| 24216 | CoeGen2 | COE General Fund | 04/24/2014 | 9,758.57 |
| 24217 | CoeLand | COE Landfill | 04/24/2014 | 382.10 |
| 24218 | CoeSana | COE Sanitation | 04/24/2014 | 894.77 |
| 24219 | CoeSewe | COE Sewer | 04/24/2014 | 1,301.22 |
| 24220 | COEWate | COE Water Fund | 04/24/2014 | 1,153.64 |
| 24221 | CoeGen2 | COE General Fund | 04/25/2014 | 12,226.38 |
| 24222 | CoeLand | COE Landfill | 04/25/2014 | 465.10 |
| 24223 | CoeSana | COE Sanitation | 04/25/2014 | 1,124.15 |
| 24224 | CoeSewe | COE Sewer | 04/25/2014 | 1,553.79 |

City of Elkins, WV
User: Tracyf

Accounts Payable
Checks by Date - Summary by Check Number

Printed: 04/28/2014 12:57
Summary

| <u>Check Number</u> | <u>Vendor No</u> | <u>Vendor Name</u> | <u>Check Date</u> | <u>Check Amount</u> |
|---------------------|------------------|--------------------------------|-------------------|---------------------|
| 24225 | COEWate | COE Water Fund | 04/25/2014 | 25,933.88 |
| 60839 | Aflac | AFLAC | 04/15/2014 | 29.90 |
| 60840 | ChildSu | Child Support Enforcement | 04/15/2014 | 414.70 |
| 60841 | CbvwFp | Citizens Bank of WV | 04/15/2014 | 788.48 |
| 60842 | CbvwPp | Citizens Bank of WV | 04/15/2014 | 3,111.84 |
| 60843 | CoeMisc | COE Misc | 04/15/2014 | 229.00 |
| 60844 | CoeOpeb | COE OPEB Escrow Account | 04/15/2014 | 5,451.00 |
| 60845 | CoeFed | COE Payroll | 04/15/2014 | 10,435.47 |
| 60846 | CoeFica | COE Payroll | 04/15/2014 | 13,530.60 |
| 60847 | WVPerso | COE Payroll | 04/15/2014 | 7,986.67 |
| 60848 | DtcXmas | Davis Trust Company | 04/15/2014 | 1,010.00 |
| 60849 | ElkProFF | Elkins Professional Firefighte | 04/15/2014 | 40.00 |
| 60850 | Ing | ING National Trust | 04/15/2014 | 117.00 |
| 60851 | RetirHe | Retiree Health Benefit Trust F | 04/15/2014 | 14,128.30 |
| 60852 | LiveUn | Live United | 04/15/2014 | 15.00 |
| 60853 | Conseco | Washington National Insurance | 04/15/2014 | 305.30 |
| 60854 | WVPers | WV Consolidated Retirement Boa | 04/15/2014 | 30,347.27 |
| 60855 | WVFBMC | WV FBMC | 04/15/2014 | 1,190.26 |
| 60856 | WVPeia | WV Public Employee Insurance A | 04/15/2014 | 41,588.14 |
| 60857 | BurgeNi | Burgess & Niple, Inc. | 04/22/2014 | 2,505.00 |
| 60858 | Chase | Chase Equipment Finance | 04/22/2014 | 2,092.01 |
| 60859 | ClarkWa | Clarksburg Water Board | 04/22/2014 | 210.00 |
| 60860 | CoeColle | COE Collection Account | 04/22/2014 | 101.24 |
| 60861 | CoePost | COE/Davis Trust Company | 04/22/2014 | 3,750.00 |
| 60862 | CoeSana | COE Sanitation | 04/22/2014 | 299.48 |
| 60863 | CommIns | Commercial Insurance | 04/22/2014 | 5,142.46 |
| 60864 | Dtc | Davis Trust Company | 04/22/2014 | 3,229.52 |
| 60865 | ElkCham | Elkins Randolph County Chamber | 04/22/2014 | 20.00 |
| 60866 | ElkDist | Elkins Distributing Co., Inc. | 04/22/2014 | 28.75 |
| 60867 | GuttmFl | Guttman Fleet Fueling | 04/22/2014 | 8,273.82 |
| 60868 | HammaKZ | K Zane Hammack | 04/22/2014 | 300.00 |
| 60869 | JonesGe | Gerri Jones | 04/22/2014 | 189.77 |
| 60870 | MissUt | Miss Utility of WV | 04/22/2014 | 42.90 |
| 60871 | MonPowe | Mon Power | 04/22/2014 | 6,255.99 |
| 60872 | MussiRi | Richard Mussi, Jr. | 04/22/2014 | 400.00 |
| 60873 | ReserAc | Reserve Account - Pitney Bowes | 04/22/2014 | 1,407.62 |
| 60874 | RossmCo | Rossman & Co./PCB | 04/22/2014 | 113.78 |
| 60875 | ToshiFi | Toshiba Financial Services | 04/22/2014 | 223.00 |
| 60876 | TrickHa | Trickett Hardware | 04/22/2014 | 27.26 |
| 60877 | USPostm | US Postmaster | 04/22/2014 | 349.56 |
| 60878 | WestoSa | Weston Sanitary Board | 04/22/2014 | 19,251.00 |
| 60879 | WoodfOi | Woodford Oil Company | 04/22/2014 | 4,711.25 |
| 60880 | WVRural | WV Rural Water Association | 04/22/2014 | 1,337.72 |
| 60881 | BarriLu | Lucinda Barrick | 04/25/2014 | 24.44 |
| 60882 | CoeColle | COE Collection Account | 04/25/2014 | 188.76 |
| 60883 | RCHomle | Rand Co Homeless Shelter | 04/25/2014 | 2,312.16 |
| 60884 | Waic | Womens Aid in Crisis | 04/25/2014 | 4,024.62 |
| 60885 | WeeseEd | Ed Weese | 04/25/2014 | 1,480.00 |

Report Total:

797,418.41

These invoices were approved by council at the meeting of

May 1, 2014

Attest:

Van T. Broughton
Van T. Broughton, Mayor

Date

5/23/14

Sutton R. Stokes
Sutton R. Stokes, City Clerk

Date

May 27, 2014

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