

## ***Proposed Minutes***

# **ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES**

***401 Davis Avenue  
Council Chamber, 2nd Floor  
February 18, 2016  
7:00 p.m.***

Elkins Common Council met in regular session in the council chamber of city hall. Present were Councilpersons N. E. Bross-Fregonara, M. L. Marstiller, C. L. Metheny, E.R. Ochsendorf, D.C. Parker, M. D. Scott, L.H. Vest and R. A. Woolwine; City Treasurer T. Judy; Fire Chief T. W. Meader; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; City Clerk S.R. Stokes (acting as chair and recording secretary); and Inter-Mountain Reporter C. Lee.

Mayor Van T. Broughton, Cw. M. D. Cuonzo, Cm. R.P. Dusenbury, and Police Chief C. Cross were absent.

### **PRESENTATION**

Tracy Thompson, operations director of Country Roads Transit, presented information on that organization's activities and plans.

### **MINUTES**

Cm. Metheny, seconded by Cm. Ochsendorf, **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 4, 2016.** The motion carried.

### **NEW BUSINESS**

Cw. Bross-Fregonara, seconded by Cm. Metheny, **MOVED APPROVAL OF ORDINANCE 206, REGULATING VENDORS DURING MOUNTAIN STATE FOREST FESTIVAL ON THE FIRST OF TWO READINGS.** The motion carried.

Cm. Marstiller, seconded by Cm. Woolwine, **MOVED APPROVAL OF ORDINANCE 208, AMENDING THE CITY'S FIRE FEE PROGRAM ON THE FIRST OF THREE READINGS.** The motion carried.

Cm. Metheny, seconded by Cm. Marstiller, **MOVED ADOPTION OF RESOLUTION 865, VARIOUS INTRADEPARTMENTAL BUDGET REVISIONS.** The motion carried.

Cm. Woolwine, seconded by Cm. Parker, **MOVED ADOPTION OF RESOLUTION 866, AUTHORIZING REGULAR FULL-TIME STATUS AND CONFIRMING A WAGE FOR BYRON SHOCKEY AS A SANITATION WORKER.** The motion carried.

## ***Proposed Minutes***

Cm. Parker, seconded by Cw. Vest, **MOVED ADOPTION OF RESOLUTION 867, APPROVING INVOICES RELATING TO THE WATER SYSTEM IMPROVEMENT PROJECT AND AUTHORIZING PAYMENT THEREOF.** The motion carried.

Cm. Marstiller, seconded by Cm. Woolwine, **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION UNDER THE ATTORNEY/CLIENT CONSULTATION EXEMPTION FOR THE AGENDA ITEM “RESOLUTION 868: AGREEMENT WITH ELKINS PARKS AND RECREATION COMMISSION CONCERNING MANAGEMENT OF OLD ELKINS NATIONAL GUARD ARMORY.”** The motion carried. The executive session began at 7:37 p.m. and ended at 8:06 p.m. The chair announced that no decisions were made and no actions were taken.

Cm. Marstiller, seconded by Cm. Woolwine, **MOVED ADOPTION OF RESOLUTION 868, AGREEMENT WITH ELKINS PARKS AND RECREATION COMMISSION CONCERNING MANAGEMENT OF OLD ELKINS NATIONAL GUARD ARMORY.** As part of his motion, Cm. Marstiller stipulated two amendments to the resolution as presented in packets: (1) personnel costs for the armory manager would be split equally between the city and the EPRC, and (2) the city and the EPRC would have the right to terminate the agreement with 90 days' notice. The motion carried.

### **APPROVAL OF VENDOR IN**

#### **VOICE PAYMENTS**

Cm. Scott, seconded by Cm. Ochsendorf, **MOVED APPROVAL OF THE INVOICES PRESENTED.** The motion carried.

The invoices in question were as specified on the following list, which is attached and made part of this record:

- A/P History Check Report for the period February 2-15, 2016.

#### **CORRESPONDENCE AND NOTIFICATIONS**

Council received the following correspondence and notifications:

- Issued building permits.
- Elkins Police Department calls, cases, and arrests.
- Financial reports from Treasurer.

The following building permits have been issued since the previous regular council meeting.

**Proposed Minutes**

| <b>ISSUED BUILDING PERMITS</b> |                            |                       |   |              |
|--------------------------------|----------------------------|-----------------------|---|--------------|
| <b>Permit</b>                  | <b>Applicant</b>           | <b>Location</b>       | <b>Description</b>  | <b>Value</b> |
| 160009                         | Collett, Steve             | 1510 S. Kerens Ave.   | Remodel kitchen cabinets & one bath                           | \$10,000     |
| 160010                         | Winkler, Amanda & Jon      | 3 Park St.            | Install drywall on ceiling                                    | \$300        |
| 160011                         | Simmons, Jennie            | 200 Alexander Ave.    | Install jacks under the house                                 | \$5,225      |
| 160012                         | American Mtn. Theater, Inc | 49 Martin St.         | Enclose front porch for the new lobby                         | \$35,000     |
| 160013                         | Chua, Philip               | 109 Sixteenth St.     | Electrical service inspection                                 | \$500        |
| 160014                         | Chua, Philip               | 107 Sixteenth St.     | Electrical service inspection                                 | \$500        |
| 160015                         | Chua, Philip               | 107-1/2 Sixteenth St. | Electrical service inspection                                 | \$500        |
| 160016                         | Daft, Anthony              | 120 Third St.         | Remodel upstairs apartments                                   | \$40,000     |
| 160017                         | Snodgrass, Charlene        | 101 West View Dr.     | New 200 amp electrical service                                | \$1,500      |
| 160018                         | L.I.G.H.T. LLC             | 408 Tenth St.         | Drywall walls, ceiling & build walls                          | \$9,200      |
| 160019                         | L.I.G.H.T. LLC             | 408 Tenth St.         | Install elec. Service & rewire main floor                     | \$4,000      |
| 160020                         | Fresenius Medical Care     | 100 Main St.          | Install one sheet of 5/8" fire code drywall and one FRP board | \$750        |
| 160021                         | Chua, Philip               | 107-1/2 Sixteenth St. | Replace electrical entrance                                   | \$800        |

Cm. Metheny, seconded by Cm. Ochsendorf, **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 8:55 p.m.

**Approved by council at the meeting  
of MONTH DAY, YEAR**

**Proposed Minutes**

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Van T. Broughton, Mayor

*Attest:*

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Sutton R. Stokes, City Clerk