

ELKINS COMMON COUNCIL SPECIAL COUNCIL MEETING AGENDA

*401 Davis Avenue
Council Chamber, 2nd Floor
April 19, 2016
7:00 p.m.*

1. Invocation and Pledge of Allegiance

2. Call to order and roll call

3. Agenda Adjustments

- a. Event Request—GFWC Jr. Woman’s Club Elkins High School Graduation Party.
- b. Event Request—Davis and Elkins College 5K Color Run
- c. Appointment of Dr. Joe Super to the Planning Commission
- d. Full Time Employment Status to Shawn Akers as Street Worker IV

4. Public comment

5. Minutes

- a. Minutes proposed for the regular council meeting of April 7, 2016.

6. New business

- a. Laying the Levy.
- b. West Virginia Make It Shine.
- c. *Resolution 894*: Authorizing Conditions of Agreement between Hart Office Solutions, LLC and the City of Elkins, and Authorizing Execution of Agreement.
- d. *Resolution 895*: Approval of FY2017 Water Fund Budget.
- e. *Resolution 896*: Approval of FY2017 Sanitation Fund Budget.
- f. *Resolution 897*: Approving Invoices Related to the Water System Improvement Project and Authorizing Payment Thereof.
- g. *Resolution 898*: Approving Changes to the City of Elkins Personnel Manual and Organizational Chart.
- h. *Ordinance 209*: Approval of 4-Way Stop South Kerens Avenue and 10th Street.
- i. *Resolution 899*: Approval of Full Time Regular Status of Shawn Akers to Street Worker IV in the Street Department effective April 15, 2016.
- j. *Resolution 900*: Appointment of Dr. Joe Super to the Planning Commission.
- k. The following requests to use or close city streets for special events have been approved by the appropriate administrative officers per the city’s Events Protocol.

- i. GFWC Jr. Woman's Club Elkins High School Graduation Party held at First United Methodist Church on May 27-28, 2016 from 6:00 p.m. to 6:00 a.m.
- ii. Davis & Elkins College 5K "Color Run" to be held May 7, 2016 from 8:00 a.m. until 2:00 p.m. with Sycamore Street closing from 10:45 a.m. until 11:45 a.m. (State Road Permission already received, their letter is included).

7. Approval of vendor invoice payments

Vendor invoices presented for approval:

- A/P History Check Report for the period April 5, 2016 through April 17, 2016.

(Available for public review in the city clerk's office two business days before this meeting, as required by W. Va. Ethics Commission Open Meetings Advisory Opinion 2012-04.)

8. Correspondence and Notifications

- a. Issued building permits.

9. Committee Reports

10. Administrative officer reports

11. Mayor's comments

12. Adjournment