

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
December 21, 2017
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 R.C. Chenoweth, M. D. Cuonzo, C. Friddle, III, M.M. Hazen, C.C. Lowther, D.C. Parker, L.H. Vest and R. A. Woolwine; Police Chief G. Galloway; City Treasurer T. Judy; Fire Chief T. W. Meader; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter T. MacVean.

C. L. Metheny and E.R. Ochsendorf were absent.

MINUTES

Cw. Hazen **MOVED APPROVAL OF THE MINUTES OF THE DECEMBER 7, 2017.** The motion carried.

NEW BUSINESS

Cm. Woolwine **MOVED APPROVAL OF RESOLUTION 1080: ACCEPTING CONDITIONS OF FINANCING BETWEEN DAVIS TRUST COMPANY AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF FINANCING DOCUMENTS FOR TWO POLICE DEPARTMENT VEHICLES.** The motion carried.

Cw. Hazen **MOVED APPROVAL OF RESOLUTION 1081: ACCEPTING CONDITIONS OF FINANCING BETWEEN DAVIS TRUST COMPANY AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF FINANCING DOCUMENTS FOR A DEPARTMENT RESCUE TRUCK.** The motion carried.

Cm. Woolwine **MOVED APPROVAL OF RESOLUTION 1082: APPOINTING MEMBERS TO THE ELKINS TREE BOARD.** The motion carried.

Cm. Woolwine **MOVED APPROVAL OF RESOLUTION 1083: REAPPOINTING M. LINDSAY TO THE FIREMAN'S CIVIL SERVICE COMMISSION.** The motion carried.

Cm. Friddle III **MOVED APPROVAL OF RESOLUTION 1084: ANNOUNCING SUPPORT FOR THE APPROVAL OF THE STORMWATER POLLUTION PREVENTION PLAN (SWPP) AND GENERAL WATER POLLUTION CONTROL PERMIT FOR THE ATLANTIC COAST PIPELINE (ACP).** The motion carried.

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Cm. Parker **MOVED APPROVAL OF RESOLUTION 1085: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR R. HARMAN.** The motion carried.

Cw. Cuonzo **MOVED APPROVAL OF RESOLUTION 1086: APPROVING INVOICES RELATING TO THE WATER SYSTEM IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF.** The motion carried.

Cw. Hazen **MOVED APPROVAL TO CLOSE CITY HALL ON TUESDAY, DECEMBER 26, 2017.** The motion carried.

Cm. Parker **MOVED TO ACCEPT THE RESIGNATION OF J.C. RAFFETY AS SPECIAL INVESTIGATOR TO THE ELKINS POLICE DEPARTMENT.** The motion carried.

Cm. Chenoweth led a discussion of the Sales Tax Revenue. Mr. Chenoweth asked for this item to be placed on the council agenda so that public discussion may continue on how the expected revenues may be spent. Cm. Chenoweth is recommending using only twenty-five percent of the revenues in FY2019 and holding seventy-five percent back until FY2020.

Cw. Hazen reminded council of a one year expenditure proposal she recently put forth to the Finance Committee. Ms. Hazen does not believe it is necessary to hold off on expending the new revenues for a year.

Cm. Lowther agrees with Cm. Chenoweth that council should hold off for one year. He reports that the EPRC is not looking at any new projects, but are interested in stabilizing their budget over the next year.

Cm. Parker responded that the strategic planning session planned for early 2018 should address all of these stated concerns. By including council and the administrative officers in the planning the City can develop priorities which can then be structured into the budget. Cm. Parker does not believe that the City needs to wait, but instead need to come together to reach an agreement on priorities.

Cm. Woolwine **MOVED TO ENTER EXECUTIVE SESSION FOR ATTORNEY CLIENT PRIVILEGE IN THE MATTER OF THE RANDOLPH COUNTY CONVENTION AND VISITOR’S BUREAU.** The motion carried. Cm. Lowther abstained based on his relationship with the CVB Director. Mayor V. Broughton abstained based on his membership on the CVB Board. Council entered executive session at 7:25 p.m. and returned at 8:25 p.m. The Clerk reported no action was taken.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Woolwine **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:

- Accounts Payable check transactions for the period December 2 – 15, 2017

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Administrative Officers’ reports were provided and then the Officers, with the exception of Operations Manager R. Pingley and City Clerk J. Sutton, were excused from the meeting.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits.
- Events
- Treasurer’s report
- Code Enforcement report

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
170318	The Color Bar	100 Second St.	Sign	400.00
170319	Thomason, Jessica	101 Thirteenth St.	Remodel Kitchen	11,000.00
170320	Mon Health Heart & Vascular Clinic	501 Railroad Ave.	Electrical	160,000.00
170321	Pristine Properties	8 Bridgewater Ln.	Garage Remodel from Fire	7,500.00
170322	Scott, Randolph	615 Yokum St.	Replace 3 Windows	500.00
170323	City of Elkins (Kump House)	401 S Randolph Ave.	Upgrade Wiring	15,000.00
170324	City of Elkins (Parks)	174 Glendale Ave.	Trail Overlook Deck	5,000.00

Cm. Woolwine **MOVED TO ENTER EXECUTIVE SESSION FOR ATTORNEY CLIENT PRIVILEGE JOINTLY IN THE MATTERS OF THE SUDENLINK FRANCHISE AGREEMENT AND THE COE WATER IMPROVEMENTS PROJECT LEGAL MATTER. The motion carried.** Council entered executive session at 8:35 p.m. and returned at 9:15 p.m. The Chair announced no action was taken.

Cm. Friddle III **MOVED APPROVAL FOR THE CITY ATTORNEY TO DRAFT A LETTER TO THE INDIVIDUAL WHO INQUIRED ABOUT THE WATER IMPROVEMENTS PROJECT. The motion carried.**

Cm. Friddle III **MOVED APPROVAL FOR THE CITY CLERK TO DRAFT INFORMATION TO THE MEDIA REGARDING THE SUDENLINK OFFICE CLOSURE. The motion carried.**

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The Mayor commented that he plans to review committee membership and the possibility of moving council to new committees. He also wished everyone a Merry Christmas.

Cm. Woolwine **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 9:24 p.m.

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

Van T. Broughton, Mayor

Attest:

Jessica R. Sutton, City Clerk