

***Proposed Minutes***

**ELKINS COMMON COUNCIL  
REGULAR COUNCIL MEETING  
MINUTES**

***401 Davis Avenue  
Council Chamber, 2nd Floor  
January 18, 2018  
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, M.M. Hazen, C.C. Lowther, C. L. Metheny, E.R. Ochsendorf, 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 B. Johnson.

C. Friddle, III, was absent.

**PUBLIC COMMENT**

Missy Anello of 1003 ½ S. Kerens Avenue questions why the police are not arresting anyone. She believes businesses and residents are leaving Elkins due to the drugs and thieves.

Rhett Dusenbury of 140 Easy St. asked for clarity on Ordinance 241 regarding the Police Civil Service list of eligibles to hire. He believes this ordinance is a good idea and would like the City to pursue statewide change to this affect.

**PRESENTATION**

Robbie Morris of the Randolph County Development Authority presented to Council what the organization has accomplished over the last year and projects that he sees on the horizon. Mr. Morris reported that in 2017 forty-nine new businesses opened in the Elkins area and that a statewide measure shows we rank seventeenth out of fifty-five among the county seats. Mr. Morris further reported that Randolph County has shown economic growth every year since 2011. He also thanked City Council for their continued financial support.

The Mayor presented J.C. Raffety with a plaque to commemorate his service to the City as interim Police Chief and Special Investigator. Both the Mayor and Mr. Raffety made comments to council.

**MINUTES**

Cm. Metheny **MOVED APPROVAL OF THE MINUTES OF THE DECEMBER 21, 2017 REGULAR MEETING.** The motion carried.

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**NEW BUSINESS**

Cm. Chenoweth MOVED APPROVAL OF ORDINANCE 249: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA TO ACCEPT THE CONDITIONS OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ELKINS AND THE RANDOLPH COUNTY SOLID WASTE AUTHORITY REGARDING GLASS RECYCLING (1<sup>ST</sup> OF TWO READINGS). The motion carried.

Cw. Cuonzo MOVED APPROVAL OF ORDINANCE 250: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA, PERMITTING AUTHORIZATION OF INTERGOVERNMENTAL AGREEMENTS BY RESOLUTION RATHER THAN BY ORDINANCE AND TO AMEND ELKINS CITY CODE BY ADDING SECTION 2-16.1, INTERGOVERNMENTAL AGREEMENTS (1<sup>ST</sup> OF TWO READINGS). The motion carried.

Cm. Metheny MOVED APPROVAL OF ORDINANCE 251: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA AMENDING ELKINS CITY CODE CHAPTER 14, POLICE, AND THE RULES AND REGULATIONS OF THE ELKINS POLICE CIVIL SERVICE COMMISSION (1<sup>ST</sup> OF TWO READINGS). The motion carried.

Cw. Cuonzo MOVED APPROVAL OF RESOLUTION 1087: CITY OF ELKINS WATER SYSTEM IMPROVEMENTS PROJECT CHANGE ORDER No. 5 TO CONTRACT No.3. The motion carried.

Cw. Hazen MOVED APPROVAL OF RESOLUTION 1088: REAPPOINTMENT OF MARYANN DURLAND TO THE BOARD OF ZONING APPEALS FOR THE CITY OF ELKINS. The motion carried.

Cm. Parker MOVED APPROVAL OF RESOLUTION 1089: AUTHORIZATION FOR THE CREATION OF TWO NEW POSITIONS WITHIN THE ELKINS POLICE DEPARTMENT AND AUTHORITY TO HIRE. The motion carried.

Cw. Cuonzo MOVED APPROVAL OF RESOLUTION 1090: APPROVING INVOICES RELATING TO THE WATER SYSTEM IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF. The motion carried.

Cw. Cuonzo MOVED APPROVAL OF RESOLUTION 1091: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING COMPENSATION LEVEL FOR H. CORCORAN. The motion carried.

Cw. Cuonzo MOVED APPROVAL OF RESOLUTION 1092: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING COMPENSATION FOR R.D. WALTERS. The motion carried.

The City Clerk administered the Oath of Office to Ryan Summerfield, the newly hired Elkins Police Department Patrolman.

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Cm. Woolwine **MOVED APPROVAL FOR COUNCIL TO ENTER INTO EXECUTIVE SESSION FOR ATTORNEY-CLIENT PRIVILEGE IN THE MATTER OF THE RANDOLPH COUNTY CONVENTION AND VISITORS BUREAU.** The motion carried. Mayor Van Broughton recused himself due to his position on the RCCVB Board and Cm. C.C. Lowther recused himself given his personal relationship with the RCCVB Director. Council entered executive session at 7:48 p.m. and returned at 8:25 p.m. Cm. Woolwine announced that no action was taken.

Cm. Woolwine **MOVED APPROVAL FOR COUNCIL TO ENTER EXECUTIVE SESSION TO DISCUSS A COE SANITATION FUND LEGAL MATTER.** The motion carried. Council entered executive session at 8:27 p.m. and returned at 8:37 p.m. The Chair announced 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 16, 2017 – January 16, 2018.

**CORRESPONDENCE AND NOTIFICATIONS**

Council received the following correspondence and notifications:

- Issued building permits.
- Treasurer’s report
- Code Enforcement report
- Fire Department report
- Events (none)

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

<b>ISSUED BUILDING PERMITS</b>				
<b>Permit</b>	<b>Applicant</b>	<b>Location</b>	<b>Description</b>	<b>Value</b>
<b>170325</b>	<b>Jackson, Vance</b>	<b>105 Sylvester Dr.</b>	<b>Back-Up Generator with Service Inspection</b>	<b>6,729.00</b>
<b>180000</b>	<b>Chidester, Chad</b>	<b>25 Main St.</b>	<b>Demolition</b>	<b>91,000.00</b>
<b>180001</b>	<b>Chidester, Chad</b>	<b>300 Wayne Ave.</b>	<b>Demolition</b>	<b>6,000.00</b>
<b>180002</b>	<b>Chidester, Chad</b>	<b>302 Wayne Ave.</b>	<b>Demolition</b>	<b>6,000.00</b>

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<b>180003</b>	<b>Randolph Co. Housing Authority</b>	<b>316 Railroad Ave.</b>	<b>Install New Stairs, Furnaces and Sprinkler System</b>	<b>228,511.00</b>
<b>180004</b>	<b>Coffman, Thomas</b>	<b>306 Tenth St.</b>	<b>Remodel</b>	<b>20,000.00</b>
<b>180005</b>	<b>MPS Properties, LLC</b>	<b>115 Third St</b>	<b>Upstairs Remodel</b>	<b>20,000.00</b>
<b>180006</b>	<b>McQuain, Johanna</b>	<b>502 Center St.</b>	<b>Replace Windows</b>	<b>3,500.00</b>
<b>180007</b>	<b>Davis, Mary</b>	<b>101 Wilson St.</b>	<b>Remodel Interior &amp; Build a Deck</b>	<b>4,000.00</b>
<b>180008</b>	<b>Wilson, Shelby &amp; Craig</b>	<b>122 Ferndale Dr.</b>	<b>Remodel Interior, New Siding and Electric</b>	<b>25,000.00</b>
<b>180009</b>	<b>Reed, Elise</b>	<b>58 Pleasant Ave.</b>	<b>Electrical Service Upgrade</b>	<b>1,000.00</b>
<b>180010</b>	<b>Hyre, Dr. Clifton</b>	<b>115 Wilton Ave.</b>	<b>Replace Roof Shingles</b>	<b>36,000.00</b>
<b>180011</b>	<b>Hyre, Dr. Clifton</b>	<b>115 Wilton Ave.</b>	<b>Replace 324 Sq. Ft of Drywall</b>	<b>4,000.00</b>
<b>180012</b>	<b>Mon Health Heart &amp; Vascular Clinic</b>	<b>501 Railroad Ave.</b>	<b>Plumbing</b>	<b>100,000.00</b>

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

**MAYOR'S COMMENTS**

Mayor Broughton reminded council of the upcoming Branding Workshop hosted by Main Street. He also provided thanks to the Operation's and Treasurer's Departments who responded to numerous water line issues during the recent cold temperatures.

The meeting adjourned at 8:52 p.m.

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

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Van T. Broughton, Mayor

*Attest:*

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Jessica R. Sutton, City Clerk