

## ***Proposed Minutes***

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

***401 Davis Avenue  
Council Chamber, 2nd Floor  
December 5, 2019  
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, J.A. Guye, G.M. Hinchman, C.C. Lowther, C. L. Metheny, D.C. Parker, L.H. Vest, and K.L. Wilmoth; City Treasurer T. Judy; Fire Chief T. W. Meader; Police Chief T. Bennett; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter H. Gordon.

Councilperson C.H. Friddle, III was absent.

### **PUBLIC COMMENT**

Chris Phillips, speaking on behalf of his father Craig Phillips, addressed council regarding Ordinance 269, the annexation of the former Reidbord Plant on Wilson Lane. Mr. Phillip's company, CGP Development, purchased the property in 1998 and it now houses two companies, IBEX and CCIL, who have a combined 159 employees. Mr. Phillips's advised that both of these companies moved to this location explicitly so they would not be subject to municipal taxes. He believes that because these companies are not tied to a physical location for their operation, they will relocate once their leases expire in 2020 and 2021.

Anne Beardslee, Executive Director of the Elkins Depot Welcome Center CVB came to thank the City for their support throughout the year including the financial contributions; delivering trash bins; placing the speed monitor on RR Avenue during Polar Express; helping to move the Christmas lights; and putting up the downtown lights before the first Polar Express train ride.

### **PRESENTATION**

Mark Doak addressed council on behalf of Envision Elkins. They are an informal group of downtown property owners who met twice a month for positive discussion with a focus on business, community and education. Mr. Doak thanked the City for their continuing support and participation of the group. They have been recently discussion the Quint Studer book *Building a Vibrant Community*. Mr. Studer will be giving a presentation in Elkin on May 5<sup>th</sup> and council is invited to attend. Envision Elkins is glad to see the Strategic Plan moving forward and are in support of many of the City's efforts, including annexation, changing to a City Manager form of government and the penny sales tax. They would like to see downtown foot patrols by the EPD reinstated.

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City Clerk Jessica Sutton presented a 2018-2023 Strategic Plan and Sales Tax review highlighting how much of the plan has been completed, what is left to be done and how much of the sales tax revenue has been obligated in support of the plan.

**MINUTES**

Cm. Metheny, **MOVED APPROVAL OF THE MINUTES OF THE NOVEMBER 21, 2019 PUBLIC HEARING.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF THE MINUTES OF THE NOVEMBER 21, 2019 REGULAR MEETING.** The motion carried.

**NEW BUSINESS**

Cm. Chenoweth, **MOVED APPROVAL OF ORDINANCE 268: AN ORDINANCE AUTHORIZING THE PROPOSED INCREASE OF THE CORPORATE LIMITS OF THE CITY OF ELKINS, RANDOLPH COUNTY, WEST VIRGINIA, PURSUANT TO THE WEST VIRGINIA CODE § 8-6-5 BY ANNEXING THERETO BY MINOR BOUNDARY ADJUSTMENT A CERTAIN TRACT OR PARCEL OF LAND CONTIGUOUS TO THE PRESENT CORPORATE LIMITS OF THE CITY OF ELKINS BEING PART OF HARRISON AVENUE AND THE FORMER TEXACO STATION ON HARRISON AVENUE (1<sup>ST</sup> OF TWO READINGS).** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF ORDINANCE 269: AN ORDINANCE AUTHORIZING THE PROPOSED INCREASE OF THE CORPORATE LIMITS OF THE CITY OF ELKINS, RANDOLPH COUNTY, WEST VIRGINIA, PURSUANT TO THE WEST VIRGINIA CODE § 8-6-5 BY ANNEXING THERETO BY MINOR BOUNDARY ADJUSTMENT A CERTAIN TRACT OR PARCEL OF LAND CONTIGUOUS TO THE PRESENT CORPORATE LIMITS OF THE CITY OF ELKINS BEING PROPERTY LOCATED ON WILSON LANE KNOWN COMMONLY AS THE FORMER REIDBORD PLANT (1<sup>ST</sup> OF TWO READINGS).** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF ORDINANCE 268: AN ORDINANCE AUTHORIZING THE PROPOSED INCREASE OF THE CORPORATE LIMITS OF THE CITY OF ELKINS, RANDOLPH COUNTY, WEST VIRGINIA, PURSUANT TO THE WEST VIRGINIA CODE § 8-6-5 BY ANNEXING THERETO BY MINOR BOUNDARY ADJUSTMENT A CERTAIN TRACT OR PARCEL OF LAND CONTIGUOUS TO THE PRESENT CORPORATE LIMITS OF THE CITY OF ELKINS BEING PROPERTY LOCATED ON WILSON LANE COMMONLY KNOWN AS THE TYGART VALLEY APARTMENTS (1<sup>ST</sup> OF TWO READINGS).** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1277: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR T. HAMRICK.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1278: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR B. HARRIS.** The motion carried.

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Cm. Metheny, **MOVED APPROVAL OF RESOLUTION 1279: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR J. HORNICK.** The motion carried.

Cm. Metheny, **MOVED APPROVAL OF RESOLUTION 1280: REASSIGNMENT OF OPERATIONS POSITIONS TO THE COMPENSATION AND CLASSIFICATION PLAN, AND AUTHORIZING A CHANGE IN COMPENSATION FOR CURRENT EMPLOYEES.** The motion carried.

Cm. Metheny, **MOVED APPROVAL OF RESOLUTION 1281: AUTHORIZATION OF EMPLOYEE STIPEND FOR FISCAL YEAR 2020.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF REDIRECTING ALL FUNDING OF THE RANDOLPH COUNTY CONVENTION AND VISITOR’S BUREAU TO THE ELKINS-RANDOLPH TOURISM CONVENTION AND VISITOR’S BUREAU EFFECTIVE DECEMBER 1, 2019.** In accordance with Resolution 924 and the amended City of Elkins Rules of Council the chair called for a roll call vote. The clerk called roll in random order. The motion carried. Council votes were as follows:

R. Chenoweth	No	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	No	K. Wilmoth	Yes
C. Friddle, III	absent	C. Metheny	Yes	Mayor V. Broughton (in case of tie)	n/a
J. Guye	yes	D. Parker	Yes		

**APPROVAL OF VENDOR INVOICE PAYMENTS**

Cm. Metheny, **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 November 18 – 29, 2019

**CORRESPONDENCE AND NOTIFICATIONS**

Council received the following correspondence and notifications:

- Issued building permits

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

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<b>ISSUED BUILDING PERMITS</b>				
<b>Permit</b>	<b>Applicant</b>	<b>Location</b>	<b>Description</b>	<b>Value</b>
190274	Cooper, Cody	101 Randolph Ave.	Remodel Kitchens & Bathrooms	\$6,000.00
190275	Dasher, Michelle	107 Riverview Dr	Siding and Gutter	\$5,000.00

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

The meeting adjourned at 7:56 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