

Proposed Minutes

**ELKINS COMMON COUNCIL
SPECIAL COUNCIL MEETING
MINUTES**

***401 Davis Avenue
Council Chamber, 2nd Floor
September 24, 2020
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.H. Friddle, III, 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; 1st Lt. R. Belt; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter A. Gaynor.

Police Chief T. Bennett was absent.

MINUTES

Cm. Metheny, **MOVED APPROVAL OF THE MINUTES OF THE SEPTEMBER 1, 2020 PUBLIC FORUM.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE SEPTEMBER 3, 2020 PUBLIC HEARING AND REGULAR MEETING.** The motion carried.

NEW BUSINESS

Cm. Chenoweth, **MOVED APPROVAL OF RESOLUTION 1340: ADOPTING TEMPORARY RULES OF COUNCIL.** Council discussed their desire for additional language to include a health screening and contact information for all persons attending public meetings. Cm. Chenoweth, **MOVED APPROVAL OF AMENDMENTS TO THE PROPOSED TEMPORARY RULES OF COUNCIL TO INCLUDE A THE REQUIREMENT OF A SELF-AFFIRMED HEALTH SCREENING AND INFORMATION FOR CONTACT TRACING.** The motion carried. The Clerk is directed to make the approved changes and distribute the information. The motion for approval of Resolution 1340 carried.

Cm. Friddle, **MOVED APPROVAL OF RESOLUTION 1341: APPROVAL OF BUDGET REVISION 2021-001-02 FOR FISCAL YEAR 2021.** In accordance with the requirements of the state auditor’s office for interdepartmental budget revisions, the chair ordered a roll-call vote. The recording secretary called roll in random order. The motion carried. Council votes were as follows:

R. Chenoweth	Yes	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	Yes	K. Wilmoth	Yes

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C. Friddle, III	Yes	C. Metheny	Yes	Mayor V. Broughton (in case of tie)	n/a
J. Guye	Yes	D. Parker	Yes		

Cw. Guye, **MOVED APPROVAL OF RESOLUTION 1342: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR S. ARBOGAST.** The motion carried.

Cm. Metheny, **MOVED APPROVAL OF RESOLUTION 1343: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR K. SEARS.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1344: ACCEPTING BID FROM AUTHORIZING EXECUTION OF AGREEMENT WITH PICKERING ASSOCIATES FOR ARCHITECTURAL AND ENGINEERING SERVICES.** The motion carried.

City Attorney G. Roberts reported to council on Resolution 1345, the Align HR proposal for human resources services. She has concerns over items in the contract, has reached out to the company and is awaiting a response. This item will be postponed until those negotiations are complete.

Council discussed residential trick or treat. The consensus was to allow the event, but to issue a press release with CDC recommendations as to how to participate safely. External Affairs Specialist S. Stokes will be tasked with drafting and distributing the press release.

Cw. Guye, **MOVED APPROVAL OF RESIDENTIAL TRICK OR TREAT ON OCTOBER 31, 2020, 6:30 P.M. TO 8:00 P.M.** The motion carried.

City Clerk J. Sutton gave a presentation related to the charter change project. The presentation included information about the amount of time and resources committed to this project so far; the purpose of the project; the objectives of the project; and the options under W.Va. Code as to how the project may move forward. Cm. Friddle, **MOVED APPROVAL TO PROCEED WITH DISCUSSION OF THE PROJECT UNDER W.VA. CODE §8-4-8.** 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	Yes	K. Wilmoth	Yes
C. Friddle, III	Yes	C. Metheny	No	Mayor V. Broughton (in case of tie)	n/a
J. Guye	Yes	D. Parker	Yes		

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Cm. Friddle, **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 August 31 – September 18, 2020

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Treasurer's report

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
200212	Gallagher, Dennis	464 Central St.	Re-Roof Shingles	9,000.00
200213	Arbogast, Brittany	105 Conaway Dr.	Replace Windows	2,100.00
200214	Belan, John	20 Cherry St	HVAC	4,500.00
200215	Ray, Ralph	103 Evans Dr.	Remodel Bathroom	2,000.00
200216	Reger, Beverly	15 Dent St.	Install Metal Roof	4,250.00
200217	Puffenbargar, Booby	233 Diamond St	Install Metal Roof	4,000.00
200218	Varchetto, Patrick	217 Sylvester Dr	Remodel Sunroom	5,000.00
200219	Ware, Sandra	1 S Earle St	Repair Floor	300.00
200220	Woodford Oil Co.	15 Fourteenth St	Demolition	5,000.00
200221	Smith, Robert	107 South Gate Rd.	Electrical Service Upgrade	1,000.00
200222	Huntington National Bank	420 Davis Ave.	Replace Sidewalk	15,000.00
200223	Volentir, Cristian	1314 S Davis Ave.	Replace Windows	3,010.00

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ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
200224	Winans, Margaret	23 Dowell St.	Electrical Service	600.00
200225	Higgans, Marie	212 Wilson St.	Remodel	5,000.00
200226	Shiflett, Edward	518 Yokum St	Install Metal Roof	2,200.00
200227	Higgins, Mary	206 Hinkle St	Install Metal Roof	3,000.00
200228	Reed, Steven	5 Heavner Acres	Electrical Service Inspection	100.00
200229	Sharp, Chasity	219 Central St	Install Privacy Fence	1,500.00
200230	Hawse, Joyce	408 Central St.	Install Privacy Fence	1,000.00
200231	Cosner, Brad	106 Weese St	Electrical Service	600.00
200232	Stump, William	109 Barron Ave	Replace Sunporch Roof	12,679.00
200233	Smith, James	106 Conaway Dr	Metal Roof & Windows	5,000.00
200234	Elkins Truck Service Inc.	1200 Cole Ave	Electrical Service	500.00
200235	Hamer Pellet	46 Tom Waller Dr	Truck load out shed	20,000.00
200236	Stottlemyer, Robert	15 Locust St	Replacing Windows	2,500.00

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

The meeting adjourned at 8:30 p.m.

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

Van T. Broughton, Mayor

Attest:

Jessica R. Sutton, City Clerk