

Proposed Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

*Virtual
January 21, 2021
7:00 p.m.*

Elkins Common Council met in regular session virtually. Present were Mayor Van T. Broughton; Councilpersons R.C. Chenoweth, M. D. Cuonzo, C.H. Friddle, III, J.A. Guye, G.M. Hinchman, C. L. Metheny, D.C. Parker, L.H. Vest, and K.L. Wilmoth; City Treasurer T. Judy; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

Councilor C.C. Lowther; Fire Chief T. W. Meader; Police Chief T. Bennett; and Operations Manager R.P. Pingley were absent.

For the purpose of clarity during this audio-only virtual meeting the Clerk was directed to conduct a roll call vote for every matter of business a vote was called for.

MINUTES

Cm. Metheny, **MOVED APPROVAL OF THE MINUTES OF THE DECEMBER 17, 2020 MEETING.** The motion carried.

R. Chenoweth	Yes	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	Absent	K. Wilmoth	Yes
C. Friddle, III	Yes	C. Metheny	Yes	Mayor V. Broughton (in case of tie)	n/a
J. Guye	Yes	D. Parker	Yes		

NEW BUSINESS

Cm. Metheny, **MOVED APPROVAL OF THE FINAL ELECTION BOARD FOR THE 2021 MUNICIPAL ELECTION.** The motion carried.

R. Chenoweth	Yes	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	Absent	K. Wilmoth	Yes
C. Friddle, III	Yes	C. Metheny	Yes	Mayor V. Broughton (in case of tie)	n/a
J. Guye	Yes	D. Parker	Yes		

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External Affairs Specialist Sutton Stokes presented an annual report reflecting tracked activity on the city’s website and social media platforms, as well as direct email marketing and special topics from the year. City Clerk J. Sutton, Mr. Stokes supervisor, added that he consistently contributes to internal documents and communications as well and that in all aspects is doing an outstanding job.

City Clerk J. Sutton presented an annual review of the 2018-2023 Strategic Plan highlighting the progress made to date overall and since the last updated provided to council one year ago. There has been significant progress despite pandemic-related challenges. The presentation will be posted on the city’s website and the Clerk invited any councilor or member of the public to contact her with any questions.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Friddle, **MOVED APPROVAL OF THE INVOICES PRESENTED. The motion carried.**

R. Chenoweth	Yes	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	Absent	K. Wilmoth	Yes
C. Friddle, III	Yes	C. Metheny	Yes	Mayor V. Broughton (in case of tie)	n/a
J. Guye	Yes	D. Parker	Yes		

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 14, 2020 – January 15, 2021

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
210000	Family Dollar	388 Beverly Pike	Wall Sign	2,000.00
210001	Postlethwait, Matthew	116 Buffalo St.	Electrical Upgrade	1,500.00
210002	Rider, Ryan	110 Central St	Interior Remodel	200.00

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ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
210003	Lock, Michael	23 Moore St	Fence	6,100.00
210004	King, William	15 Henry Ave.	Windows, Electric, Plumbing and Int. Remodel	5,000.00
210005	Family Dollar	388 Beverly Pike	Remodel Store	150,000.00
210006	Prichard, Donald Jr	512 Yokum St	Install Metal Roof	5,850.00
210007	Haddix, Mark	512 S Randolph Ave.	Install Metal Roof	5,000.00
210008	Stottlemyer, Robert	15 Locust St	Electric Upgrade	1,500.00

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

The meeting adjourned at 8:24 p.m.

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

Van T. Broughton, Mayor

Attest:

Jessica R. Sutton, City Clerk