

Proposed Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

*Virtual
February 18, 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.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 B. Johnson.

PUBLIC COMMENT

Three public comments were received by City Clerk J. Sutton and read aloud and are attached as a part of this record.

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 FEBRUARY 4, 2021.** The motion carried.

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

Cw. Vest, **MOVED APPROVAL OF ORDINANCE 277: AN ORDINANCE OF THE COMMON COUNCIL OF ELKINS, WEST VIRGINIA, AMENDING CITY CODE, CHAPTER VII TRAFFIC CODE, SECTION 73.65 REGARDING ALL TERRAIN VEHICLES AND SECTION 73.99 REGARDING PENALTY (1ST OF TWO READINGS).** The motion failed.

R. Chenoweth	No	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	No	C. Lowther	Yes	K. Wilmoth	No

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C. Friddle, III	No	C. Metheny	No	Mayor V. Broughton (in case of tie)	n/a
J. Guye	No	D. Parker	No		

Cm. Parker, MOVED APPROVAL OF ORDINANCE 280: AN ORDINANCE ESTABLISHING THAT A FLOODPLAIN EXISTS AND REQUIRING ALL CONTRACTORS, PERSONS, PARTNERSHIPS, BUSINESSES, AND CORPORATIONS TO OBTAIN A PERMIT FOR DEVELOPMENT AND THE CONSTRUCTION, SUBSTANTIAL IMPROVEMENT, OR RELOCATION OF ANY BUILDING OR STRUCTURE; PROVIDING FOR CERTAIN MINIMUM STANDARDS FOR CONSTRUCTION WITHIN THE FLOODPLAIN AREA AND SETTING FORTH SPECIAL PROCEDURES FOR SUBMISSION AND APPROVAL OF PLANS; AND ESTABLISHING PENALTIES FOR ANY PERSON WHO FAILS TO COMPLY WITH AND AMENDING ELKINS CITY CODE, CHAPTER 151: FLOOD DAMAGE PREVENTION (1ST OF TWO READINGS). The motion carried.

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

Cw. Guye, MOVED APPROVAL OF RESOLUTION 1375: ASSIGNMENT OF OPERATIONS POSITIONS TO THE COMPENSATION AND CLASSIFICATION PLAN. The motion carried.

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

Cw. Cuonzo, MOVED APPROVAL OF RESOLUTION 1376: CITY OF ELKINS PARKING LOT PROJECT CHANGE ORDER NO. 1. The motion carried.

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

Cm. Friddle, MOVED APPROVAL OF RESOLUTION 1377: FY21 GENERAL FUND BUDGET REVISIONS NO. 2 THROUGH NO. 12. The motion carried.

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

Cm. Friddle, MOVED APPROVAL OF RESOLUTION 1378: FY21 SANITATION FUND BUDGET REVISION NO. 1. The motion carried.

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

Cm. Friddle, MOVED APPROVAL OF RESOLUTION 1379: FY21 WATER FUND BUDGET REVISIONS NO. 1 AND NO. 2. The motion carried.

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

Cm. Parker, MOVED APPROVAL OF RESOLUTION 1380: REAPPOINTMENT OF GERALDINE ROBERTS AS CITY ATTORNEY. The motion carried.

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

Cm. Friddle, MOVED APPROVAL OF RESOLUTION 1381: APPROVAL OF BUDGET REVISION 2021-001-05 FOR FISCAL YEAR 2021. The motion carried.

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

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1382: AUTHORIZING ADVERTISEMENT FOR AND ACCEPTANCE OF CONSTRUCTION BIDS FOR THE CITY HALL PARKING LOT PROJECT.** The motion carried.

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

City Clerk J. Sutton advised council of the mandatory meetings of the 2021 Municipal Election Board of Canvassers. The Board will meet on Monday, March 8, 2021 at 11:00 a.m. to conduct the canvass. The meeting will be adjourned once the canvass is complete and the election results are announced, to reconvene no less than 48 hours later for the election certification.

APPROVAL OF VENDOR INVOICE PAYMENTS

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

R. Chenoweth	Yes	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	Yes	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 February 1 – 12, 2021.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Treasurer’s report

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
210026	Williams, Tammy	427 Kerens Ave.	Remodel Bathroom	3,500.00
210027	Lecours, Elain	120 Davis St	Electric Service Upgrade	1,000.00
210028	Summerfield, James	112 Whisperwood Dr	Replace Siding	4,800.00
210029	Barb, William	559 Central St.	Electric Service Upgrade	1,000.00
210030	Kittle, Amy	1018 S Kerens Ave	Replace 9 Windows	3,920.00
210031	Shreve, Ronald	605 North Ave.	Install Metal Roof	2,500.00
210032	Davis, Matt & Sherri	1409 Taylor Ave.	Remodel Kitchen & Bathrooms	20,000.00

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

The meeting adjourned at 8:04 p.m.

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

Van T. Broughton, Mayor

Attest:

Jessica R. Sutton, City Clerk