

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
July 1, 2021
7:00 p.m.***

Elkins Common Council met in regular session in the council chamber of city hall. Present were Mayor Jerry A. Marco; Councilpersons N.E. Bross-Fregonara, R.C. Chenoweth, M. D. Cuonzo, C.H. Friddle, III, C.J. Higgins, G.M. Hinchman, C.C. Lowther, D.C. Parker, and L.H. Vest; Interim Fire Chief S.D. Himes; Police Chief T. Bennett; Operations Assistant M. Himes; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

Councilperson J.A. Guye; Treasurer T. Judy and Operations Manager R.P. Pingley were absent.

PRESENTATION

Sutton Stokes, COE External Affairs Specialist, provided a tour of the city website to council. Highlights included identifying the variety of ways to navigate the site and locate information as well as the types of information the site provides. The site has approximately 143 pages and 250 blog posts and has been identified as the most content heavy and frequently changing site that our contracted web designer works with. Mr. Stokes also advised council that he is looking at ways to improve the site including navigation, advanced accessibility and better adaptation between PC and handheld device views. Most websites are updated every five years. Ours has been in existence for six.

MINUTES

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE JUNE 17, 2021 MEETING.** The motion carried.

NEW BUSINESS

Cw. Bross-Fregonara, **MOVED APPROVAL OF ORDINANCE 284: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA REVISING AND AMENDING ELKINS CITY CODE §93.093 THROUGH §93.102 REGARDING THE ELKINS TREE BOARD (2ND AND FINAL READING).** The motion carried.

Cw. Bross-Fregonara, **MOVED APPROVAL OF ORDINANCE 285: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA REVISING AND AMENDING ELKINS CITY CODE §93.070 THROUGH §93.076 REGARDING STREET AND ALLEY ABANDONMENT PROCEDURES (2ND AND FINAL READING).** The motion carried.

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Cm. Lowther, **MOVED APPROVAL OF ORDINANCE 286: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA REVISING AND AMENDING ELKINS CITY CODE §130.085, §130.086 AND §130.999 REGARDING NUISANCE PROPERTIES (2ND AND FINAL READING).** The motion carried.

Cw. Bross-Fregonara, **MOVED APPROVAL OF ORDINANCE 287: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA AMENDING AND SUPPLEMENTING ORDINANCE 274 KNOWN AS THE ADOPTING ORDINANCE FOR THE CODIFIED VERSION OF THE ELKINS CITY CODE AS OF AUGUST 20, 2020 (2ND AND FINAL READING).** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1417 APPROVAL OF BUDGET REVISION 2022-002-01 FOR FISCAL YEAR 2022.** 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:

N. Bross-Fregonara	Yes	J. Guye	absent	D. Parker	Yes
R. Chenoweth	Yes	C. Higgins	Yes	L. Vest	Yes
M. Cuonzo	Yes	M. Hinchman	Yes	Mayor J. Marco (in case of tie)	n/a
C. Friddle, III	Yes	C. Lowther	Yes		

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1418: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR T. VANCE.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1419: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR N. YOCUM.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1420: REAUTHORIZING CONDITIONS OF CONTRACT BETWEEN MITCHELL TREE CARE, LLC AND LANDSCAPE CONSULTING, LLC AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF CONTRACT.** The motion carried.

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1421: AUTHORIZING THE CLOSURE OF DAVIS TRUST CHECKING ACCOUNT NO. 41793.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1422: APPROVING INVOICES RELATING TO THE CITY HALL PARKING LOT PROJECT AND AUTHORIZING PAYMENT THEREOF.** The motion carried.

Elkins Tree Board member and City Councilor N. Bross-Fregonara reported to council the ETB has made an application and been approved for a half-time AmeriCorps member to work as an Urban Landscaper. The other half of the member’s hours will be spent at and supported by the

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AFNHA Pollinator Program. The ETB is requesting that the hours dedicated to the City in exchange for their contribution to the AFNHA be applied to this position. The mayor expressed support for this request.

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. Hinchman, **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 June 14 – 25, 2021.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Events

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
210125	CGP Development LLC	1513 Harrison Ave Ste B2	Remodel	30,000.00
210126	CGP Development LLC	1513 Harrison Ave Ste B5	Remodel	22,000.00
210127	Vargo, Douglas	407 Davis St	Electric	10,000.00
210128	Gooden, Tracy	121 Vector Ave	Front Porch & Roof	21,500.00
210129	Kirk, Cameron	409 Tenth St	Dewatering Basement	6,500.00
210130	Davis & Elkins College	200 Boundary Ave	Re-Roof	190,000.00
210131	Shiflett, Artie	432 Wilson St	Concrete Driveway & Sidewalk	4,100.00
210132	Lewis, Evelyn	1014 S Kerens Ave	Replace Roof Shingles	4,800.00
210133	DRON Properties	201 Kerens Ave	Remodel	30,000.00
210134	Farley, James & Bobbie	217 Bridgewater Dr.	Bathroom Remodel	9,107.00

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ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
210135	Spencer, Mark	106 Glendale Ave	Dewatering Basement Replace Windows	3,000.00
210136	City of Elkins	401 Davis Ave.	Parking Lot and Electric	900,000.00

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

The meeting adjourned at 8:05 p.m.

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

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk