

## ***Proposed Minutes***

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

***401 Davis Avenue  
Council Chamber, 2nd Floor  
November 4, 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, J.A. Guye, C.J. Higgins, G.M. Hinchman, and D.C. Parker; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Captain R. Belt; Interim Operations Manager M. Himes; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

Councilpersons C.C. Lowther and L.H. Vest; City Attorney G. S. Roberts; and Police Chief T.C. Bennett were absent.

### **PUBLIC COMMENT**

Jerry Metheny, resident at 1700 Taylor Avenue and downtown property owner, is concerned about the dedication of parking spaces in the Seneca Mall lot to the Tygart Hotel. He is in favor of the project but worries that limiting spaces for other businesses may be detrimental.

### **PRESENTATION**

Tina Hord Vial, Board President for the Randolph County Humane Society, accompanied by twenty-year employee Kelly S., presented a history of the organization, their current projects and challenges and their future needs. Mrs. Vial reports that the RCHS was established in 1958 and although they are referred to as a no-kill shelter, in practice it means that they won't euthanize healthy animals to make room for more healthy animals. The RCHS currently employs seven staff and dozens of volunteers. They serve seven hundred to one thousand animals a year in Randolph County, of which about one-hundred fifty to two hundred are from Elkins. In addition to taking animals into the shelter, they provide custodial care for animal involved in litigation and emergency food and bedding to families to help keep pets in homes. The RCHS has an annual budget of around \$325,000, \$80,000 of which comes from the Randolph County Commission. They previously submitted a request to the City for financial assistance with the Trap/Neuter/Release (TNR) program. They have spayed and neutered approximately three hundred private and community animals so far in 2021. It cost the RCHS about \$100 per animal and they would love to partner with the city to provide more vouchers for this service. This is the first line of defense to prevent overpopulation and unhoused animals.

Dr. Heather Biola, President of the Board for the Kump Education Center, provided a detailed report of the Center's activities over the past year and future plans. The KEC reported on their many actions and accomplishments in education and infrastructure; actions needed for 2022 and

**Proposed Minutes**

their plans moving forward. Dr. Biola also reported that West Virginia has been chosen as a Lovely Place by Lonely Planet and is the only destination in the United States. People are coming to WV and to Elkins for action tourism and she believes the KEC can contribute to this.

**MINUTES**

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE OCTOBER 21, 2021.** The motion carried.

**NEW BUSINESS**

Cw. Guye, **MOVED APPROVAL OF ORDINANCE 290: AN ORDINANCE OF THE CITY OF ELKINS, WEST VIRGINIA, TO VACATE, ABANDON, AND CLOSE A PORTION OF THOSE CERTAIN PUBLIC RIGHTS OF WAY KNOWN AS WILMOTH LANE AND MAIN STREET (1<sup>ST</sup> OF TWO READINGS).** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1460: CITY OF ELKINS PARKING LOT PROJECT CHANGE ORDER NO. 15.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1461: APPROVING INVOICES RELATING TO THE CITY HALL PARKING LOT PROJECT AND AUTHORIZING PAYMENT THEREOF.** The motion carried.

Cw. Bross-Fregonara, **MOVED APPROVAL OF RESOLUTION 1462: AUTHORIZING THE REAPPOINTMENT OF D. TALBOTT TO THE ELKINS PLANNING COMMISSION.** The motion carried.

Cw. Bross-Fregonara, **MOVED APPROVAL OF RESOLUTION 1463: AUTHORIZING THE REAPPOINTMENT OF L. SILVA AND L. BURKE TO THE ELKINS TREE BOARD.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1464: DEDICATION OF PARKING IN SUPPORT OF THE TYGART HOTEL PROJECT.** The motion carried.

Cm. Parker, **MOVED APPROVAL OF ENTERING INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE REAPPOINTMENT OF THE TREASURER AS A PERSONNEL MATTER.** The motion carried. Council entered into executive session at 7:31 p.m. and returned at 8:07 p.m. The chair announced that no action was taken.

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1466: FY22 GENERAL FUND BUDGET REVISION NO. 1.** The motion carried.

Cw. Bross-Fregonara, **MOVED APPROVAL OF RESOLUTION 1467: ANNOUNCING SUPPORT FOR THE ELKINS PARKS AND RECREATION COMMISSION GLENDALE PARK TRAIL PROJECT.** The motion carried.

**Proposed Minutes**

**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 October 18 – 29, 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.

<b>ISSUED BUILDING PERMITS</b>				
<b>Permit</b>	<b>Applicant</b>	<b>Location</b>	<b>Description</b>	<b>Value</b>
<b>210242</b>	<b>Spruce Associates LLC</b>	<b>201 Randolph Ave</b>	<b>Electric Service (Waiting on Occupancy Insp.)</b>	<b>500.00</b>
<b>210243</b>	<b>Schroeder, Timothy</b>	<b>106 Harpertown Rd.</b>	<b>Garage (Denied-Too many Sq Ft &amp; Front Setback)</b>	<b>26,000.00</b>
<b>210244</b>	<b>Gunther, Valerie</b>	<b>102 Ferndale Dr.</b>	<b>Install Chain Link Fence</b>	<b>3,780.00</b>
<b>210245</b>	<b>Hair Graphics LLC</b>	<b>939 S Davis Ave</b>	<b>Electrical Upgrade</b>	<b>2,500.00</b>
<b>210246</b>	<b>Gallagher, Dennis &amp; Alice</b>	<b>464 Central St.</b>	<b>Install Kitchen Sink and Small Deck</b>	<b>10,000.00</b>
<b>210247</b>	<b>Phares, Sean</b>	<b>24 Pleasant Ave.</b>	<b>Porch Roofs and Repair Around Chimney</b>	<b>4,000.00</b>
<b>210248</b>	<b>Gaughan, Paul</b>	<b>104 Valley Ct.</b>	<b>Replace Roof Shingles</b>	<b>3,178.00</b>
<b>210249</b>	<b>Mole, Donald</b>	<b>50 Mole St</b>	<b>Demolition</b>	<b>7,000.00</b>
<b>210250</b>	<b>Henning, Colin</b>	<b>146 Buffalo St</b>	<b>Install Gutter</b>	<b>600.00</b>

**Proposed Minutes**

<b>ISSUED BUILDING PERMITS</b>				
<b>Permit</b>	<b>Applicant</b>	<b>Location</b>	<b>Description</b>	<b>Value</b>
<b>210251</b>	<b>Howell, Misty</b>	<b>609 W Main St</b>	<b>Remove and Replace Roof Shingles</b>	<b>7,000.00</b>
<b>210252</b>	<b>Hiser, Tanna</b>	<b>248 Boundary Ave.</b>	<b>Remove and Replace Roof Shingles</b>	<b>10,000.00</b>
<b>210253</b>	<b>Campbell, Chris</b>	<b>203 Washington Ave.</b>	<b>Demo Garage</b>	<b>500.00</b>

Cw. Bross-Fregonara, **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 8:45 p.m.

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

\_\_\_\_\_  
Jerry A. Marco, Mayor

*Attest:*

\_\_\_\_\_  
Jessica R. Sutton, City Clerk