

Proposed Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

***401 Davis Avenue
Council Chamber, 2nd Floor
February 3, 2022
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, C.C. Lowther, D.C. Parker, and L.H. Vest; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Interim Operations Manager M. Himes; and City Clerk J.R. Sutton (acting as recording secretary).

City Attorney G. S. Roberts was absent.

MINUTES

Cw. Bross-Fregonara, **MOVED APPROVAL OF THE MINUTES OF THE JANUARY 20, 2022 MEETING.**
The motion carried.

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
220002	Coffman, Stacy	927 S Kerens Ave	Electrical Service Inspection	1,200.00
220003	Mahoney, Derek	213 Evergreen Dr.	Deck	24,800.00
220004	Fehrenbach, Tyler	406 Davis St	Upgrade Wiring, Fix Sewer Pipe & HVAC	25,000.00
220005	Harper, Gyvonne	111 Davis St	Roof	6,924.00
220006	HALL, Lorentz	852-858 W Central St	Remodel from Fire	150,000.00
220007	Campbell, Chris	203 Washington Ave.	Garage	20,000.00
220008	Hicks, Lynn & Jennifer	139 Elm St	Asbestos Removal	8,000.00

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220009	Aughtry, Marie	24 Fayette St	Windows & Drywall	12,560.00
220010	Hall, Carolyn	1711 S Davis Ave.	Electrical Service Upgrade	2,100.00
220011	Amendolia, Patrick	110 Harpertown Rd.	Install Bathroom in Master Bedroom	7,000.00
220012	Lamb, Vera	137 Riverview Dr	Replace Roof Shingles	19,000.00
220013	Busch Properties	104 Buffalo St	Replace Roof Shingles	12,565.00
220014	Whiteman, Gary & Rebecca	1217 S Henry Ave	Replace Roof Shingles	11,165.00
220015	City of Elkins	201 Graham St	Asbestos Removal & Demolition	13,700.00
220016	Hicks, Lynn & Jennifer	139 Elm St	Remodel	23,000.00
220017	Holland Investment Group	319 Center St	Roof	11,000.00
220018	Cutright, Robert	1 Cherokee St	Electric Service	500.00
220019	Terra Floral Landscaping Inc.	300 Ward Ave	Replace Roof and Build Two Green Houses	126,000.00
220020	Underwood, Ginny	953 S Kerens Ave	Install Metal Roof	6,000.00
220021	Corder, Jerry	33 Dowell St	Electric Service	500.00
220022	Elkins Metal Recycling	33 Factory St	Asbestos Removal & Demolition	1,000.00

PRESENTATIONS

Elkins-Randolph County Chamber of Commerce Director Lisa Wood presented to council the accomplishments of the organization over the last year. This included events hosted by the Chamber as well as promoted for their membership. Mrs. Woods noted that collaboration has significantly improved over the past several years for a number of reasons including the close proximity of the Chamber, Elkins Main Street, the Elkins-Randolph Tourism CVB marketing director, the RCDA and the United Way, all of which are housed in the Wood Tech Center. The mission of the Chamber is to advocate, educate and network to enhance business opportunities in our community. Very recently the Chamber released a new website with an enhanced member directory. Upcoming is the E3 – Elkins Entrepreneurs Expo – a co-sponsored event intended to increase and improve opportunities for economic growth. Mrs. Woods expressed her thanks to council for their continued support.

Jessica Sutton, City Clerk, provided an update of the City of Elkins 2018-2023 Strategic Plan. After three and a half years of this five-year plan, seventy-four percent of the items have been completed. Even through the pandemic council and staff continued to work through identified milestones. Ms. Sutton provided an overall view and highlighted items in each strategic area. The plan review will be made available to council and the public.

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COMMITTEE REPORTS were provided by all chairs.

STAFF REPORTS were provided by all administrative officers and the chief water operator.

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 January 17 – 28, 2022

NEW BUSINESS

Cw. Guye, **MOVED APPROVAL OF ORDINANCE 295: AN ORDINANCE OF THE CITY OF ELKINS, WEST VIRGINIA TO VACATE, ABANDON AND CLOSE A PORTION OF THOSE CERTAIN RIGHTS OF WAY OF AN UNOPENED ALLEY KNOWN AS COKE LANE WHICH LIES BEHIND THE RANDOLPH COUNTY HOUSING AUTHORITY OWNED PROPERTY KNOWN AS RIVERSIDE PLACE APARTMENTS, FORMERLY KNOWN AS “ALLEGHENY APARTMENTS” LOCATED ON S. DAVIS AVENUE, ELKINS, W.VA. (1ST OF TWO READINGS).** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF RESOLUTION 1487: AMENDING CITY OF ELKINS RULES OF COUNCIL.** The motion carried.

Cm. Higgins, **MOVED APPROVAL OF RESOLUTION 1488: AUTHORIZING ACCEPTANCE OF BODY WORN CAMERA GRANT AWARD FROM THE U.S. DEPARTMENT OF JUSTICE BUREAU OF JUSTICE ASSISTANCE, AND AUTHORIZING EXECUTION THEREOF.** 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	Yes	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	No	C. Lowther	Yes		

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1489: RESOLUTION TO AUTHORIZE MAYOR TO EXECUTE AMENDED WAGER LINE RIGHT OF WAY AND EASEMENT FOR FIREFLY COMMONS LIMITED PARTNERSHIP PROPERTY.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1490: APPROVING “FULL-TIME REGULAR” EMPLOYEE STATUS AND CONFIRMING COMPENSATION LEVEL FOR C. GOFF.** The motion carried.

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Cw. Bross-Fregonara, **MOVED APPROVAL OF TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING A PERSONNEL MATTER, SPECIFICALLY POTENTIAL APPLICANTS TO THE ELKINS PLANNING COMMISSION.** The motion carried. Council entered executive session at 8:41 p.m. and returned at 8:50 p.m. The chair announced that no action was taken.

Mayor J. Marco nominated Vance Jackson to be appointed to the Elkins Planning Commission.

Cw. Cuonzo, **MOVED APPROVAL OF THE APPOINTMENT OF VANCE JACKSON THE ELKINS PLANNING COMMISSION FOR A TERM EXPIRING DECEMBER 31, 2024.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF ENTERING INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING A PERSONNEL MATTER RELATED TO RETROACTIVE PAY FOR TEMPORARY ASSIGNMENT.** The motion carried. Council entered executive session at 8:51 p.m. and returned at 9:34 p.m. The chair announced that no action was taken.

MAYOR’S COMMENTS

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

The meeting adjourned at 9:37 p.m.

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

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk