

Proposed Minutes

**ELKINS COMMON COUNCIL
SPECIAL COUNCIL MEETING
MINUTES**

***401 Davis Avenue
Council Chamber, 2nd Floor
June 14, 2022
7:00 p.m.***

Elkins Common Council met in special session in the council chamber of city hall. Present were City Clerk J.R. Sutton (acting as mayor); N.E. Bross-Fregonara, M.D. Cuonzo, J.A. Guye, C.J. Higgins, G.M. Hinchman, and D.C. Parker; City Treasurer T. Judy; Fire Chief S.D. Himes; Sergeant C. Boatwright; Executive Secretary R.A. Wickham (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

Mayor Jerry A. Marco; Councilpersons R.C. Chenoweth, L.H. Vest, and C.C. Lowther; Police Chief T. Bennett; Operations Manager J. Sanson; and City Attorney G. S. Roberts were absent.

PUBLIC COMMENT

Robert Grandusky, a resident of Elkins Manor at 100 Tallman Avenue spoke before council to voice his concern about the removal of the handicap parking spaces in front of the American Legion on Railroad Avenue in 2019. Robert stated that there are several members of the Legion who are handicapped and are no longer able to enter the facility safely. Robert asked council to reconsider the removal of the spaces.

MINUTES

Cm. Parker, **MOVED APPROVAL OF THE MINUTES OF THE JUNE 2, 2022 MEETING.** The motion carried.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Treasurer's report
- Minutes of committees, boards, and commissions

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
220112	Dilly, Shawn	1312 S Henry Ave	Install Metal Roof	4,500.00

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220113	USDA Forest Service	730 Yokum St	Replace Roof Shingles	20,000.00
220114	Sutton, Jessica	107 Elm St.	Replace Shingles on Shed	2,500.00
220115	Leary, Billy	39 Vine St.	New Panel Inside of Houce	4,500.00
220116	Martin, Cindy	408 Tenth St	Privacy Fence	4,527.00
22117	Stewart, Margaret	101 Evans Dr	New Windows	8,400.00
22118	Myers, Toni	1212 S Kerens Ave.	Replace Vinyl Siding	3,200.00
220119	Sharp, Dennis & Heather	1008 S Henry Ave	Replace Roof Shingles	9,000.00
220120	Dilly, Shawn	1312 S Henry Ave	Install Metal Roof	4,500.00
220121	Shiflett, Edward	1519 Taylor Ave	Upgrade Electric	800.00
220122	Byrds House of Donuts	224 Davis Ave.	Remodel Store Front	400.00
220123	Wilson, Shelby & Craig	517 Central St	Replace Roof Shingles	9,819.00
220124	Biller, Terry	1013 N Randolph Ave.	Replace Roof Shingles	3,600.00
220125	Sumerfield, Amy	926 S Henry Ave	Install Metal Roof	8,879.00
220126	Stover, Shawn	254 Terrace Ave	Roof Shingles	2,800.00
220127	Randolph Co Housing Authority	17 Grace Circle	New House	21,000,000.00
220128	Lockhart, Robert	113 Sixteenth St.	Replace Roof Shingles	7,923.00
220129	Stottlemeyer, Robert	15 Locust St	Replace Tub & Shower	1,000.00
220130	Okernick, David	1108 S Kerens Ave	Electricial Upgrade	10,000.00

PRESENTATION

Coaches Stephen Belan and Travis Fletcher presented certificates to the U-12 Girls and Boys soccer teams for their Open Cup championship wins.

Seth Young, Executive Director of the Augusta Heritage Center provided information about upcoming developments within the organization. Seth shared that the Augusta Heritage Center has restructured its partnership with Davis and Elkins College. They are now a separate 501(c)3 organization with a separate board. They recently signed a purchase agreement for the Wilt Building in Downtown Elkins and are looking to include retail spaces, event spaces, classroom spaces, and residential spaces to the building. Seth stated that the organization has gained support from several state and government agencies and is looking for support in advocacy from the city. Seth invited everyone to attend the Augusta Festival in the Elkins City Park on July 30th.

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COMMITTEE REPORTS provided by all committee chairs present.

STAFF REPORTS were provided by all administrative officers present.

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 May 31 – June 10, 2022.

NEW BUSINESS

Cw. Guye, **MOVED APPROVAL OF RESOLUTION 1534: GRANT REQUEST OF RANDOLPH COUNTY DEVELOPMENT AUTHORITY FOR THE CITY TO AGREE TO TRANSFER OF RESPONSIBILITY FOR PORTIONS OF INDUSTRIAL PARK ROAD AND RIVERBEND PARK ROAD TO THE WEST VIRGINIA DIVISION OF HIGHWAYS.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1535: GRANT REQUEST OF WOODLANDS DEVELOPMENT GROUP FOR PERMISSION TO USE A SPACE IN THE SENECA MALL PARKING LOT FOR THE PLACEMENT OF A GENERATOR AND TRANSFORMER FOR THE TYGART HOTEL.** The motion carried.

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1536: GENERAL FUND FISCAL YEAR 22 FINAL BUDGET REVISIONS.** The motion carried.

Cm. Parker, **MOVED APPROVAL OF RESOLUTION 1537: SANITATION FUND FISCAL YEAR 22 FINAL BUDGET REVISIONS.** The motion carried.

Cm. Higgins, **MOVED APPROVAL OF RESOLUTION 1538: APPROVAL OF BUDGET REVISION 2022-001-06 FOR FISCAL YEAR 2022.** In accordance with the requirements of the state auditor’s office for interdepartmental budget revisions, the chair ordered a roll-call vote. The recording secretary called roll in random order. The motion carried. Council votes were as follows:

L.H. Vest	Absent	C.J. Higgins	Yes	Vacant	
G.M. Hinchman	Yes	C.C. Lowther	Absent	R.C. Chenoweth	Absent
M.D. Cuonzo	Yes	D.C. Parker	Yes	Jessica Sutton (in case of tie)	n/a
J.A. Guye	Yes	N.E. Bross-Fregonara	Yes		

Item f on the agenda was postponed until the next council meeting on July 7, 2022.

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Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1540: REAUTHORIZING CONDITIONS OF CONTRACT BETWEEN MITCHELL TREE CARE, LLC AND LANDSCAPING CONSULTING, LLC AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF CONTRACT.** The motion carried.

MAYOR'S COMMENTS were not provided.

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

The meeting adjourned at 8:17 p.m.

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

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk