

**ELKINS COMMON COUNCIL  
REGULAR COUNCIL MEETING  
MINUTES**

*401 Davis Avenue  
Council Chamber, 2nd Floor  
September 1, 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, R.C. Chenoweth, M. D. Cuonzo, J.A. Guye, C.J. Higgins, G.M. Hinchman, C.C. Lowther, and L.S. Severino; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Interim Operations Manager M. Himes; City Attorney G. S. Roberts; and City Clerk J.R. Sutton (acting as recording secretary).

Councilpersons N.E. Bross-Fregonara, D.C. Parker and L.H. Vest were absent.

**MINUTES**

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE AUGUST 18, 2022 MEETING.** The motion carried.

**CORRESPONDENCE AND NOTIFICATIONS**

Council received the following correspondence and notifications:

- Issued building permits
- Kump Education Center report
- Approved meeting minutes of committees, boards, and commissions

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>220179</b>	<b>Cotgreave, Scott</b>	<b>29 Cherry St</b>	<b>Replace Concrete Steps</b>	<b>2,000.00</b>
<b>220180</b>	<b>AF &amp; AM Lodge</b>	<b>26 Randolph Ave</b>	<b>Replace Roof</b>	<b>30,000.00</b>
<b>220181</b>	<b>Yardley, Ethan</b>	<b>82 Ward Ave</b>	<b>Build Decks</b>	<b>5,000.00</b>
<b>220182</b>	<b>BFS</b>	<b>527 Randolph Ave</b>	<b>Sign</b>	<b>20,000.00</b>
<b>220183</b>	<b>Valentine, T R</b>	<b>259 Terrace Ave</b>	<b>Install Solar System</b>	<b>34,884.00</b>
<b>220184</b>	<b>Ware, Stewart &amp; Sandra</b>	<b>4 Baxter St</b>	<b>Build 11 X 12 Deck</b>	<b>1,080.00</b>
<b>220186</b>	<b>Ferguson, Susan</b>	<b>231-1 Bruce St</b>	<b>Replace Roof</b>	<b>6,000.00</b>
<b>220187</b>	<b>First United Methodist Church</b>	<b>315 Kerens Ave.</b>	<b>Replace Handicap Ramp, Steps &amp; Walk</b>	<b>33,000.00</b>
<b>220188</b>	<b>Griggs, Chad &amp; Jennifer</b>	<b>10 Kerens Hill</b>	<b>Add to Existing Patio</b>	<b>3,500.00</b>

220189	Griggs, Chad	5 Key St	Replace Water Heater	600.00
220191	Hott, Evan & Madeline	64 Thirteenth St.	De-Watering Basement	13,498.00
220192	Gillispie, Sid	312 Buffalo St	Roof Replacement	12,989.00
220193	Sanders, Gregory & Karin	930 S Henry	Roof Replacement	12,263.00
220194	Aughtry, Marie	24 Fayette St	Roof Replacement	13,989.00
220195	Guthrie, Nayoka	1219 S Henry Ave.	Roof Replacement	15,030.00
220196	Rhudy, Edward	104 Oak St	Roof Replacement	18,315.00
220197	Randolph Co Development Authority	201 Wilmoth Ave	Roof Replacement	10,979.00
220198	Carroll, Andrew	128 Buffalo St	Roof Replacement	13,168.00
220199	Gillispie, Sid	232 1/2 Elm St	Roof Replacement	5,740.00
220200	Bonner, Gene & Madonna	100 Vernon Ave.	Roof Replacement	11,622.00
220201	Holland Investment Group, LLC	1106 Cole Ave	Electric Upgrade	1,000.00
220202	Go Mart #90	699 Railroad Ave.	Repair Outside Yard Hydrant	2,000.00
220203	Woodlands Development Group	114 - 116 Henry Ave	Build New 2800 Sq Ft Duplex	456,400.00

**PRESENTATION**

Tina Vial, President of the Board of Directors for the Randolph County Humane Society, addressed council. Mrs. Vial reports they operate a nine-person board that is very hands-on, plus seven paid staff. They all work to ensure the safety and desired outcomes for the animals they encounter. They face constant challenges, but also celebrate their accomplishments. The Humane Society is supported by funds from the city and county, plus private donations. Recently they were awarded ARPA funds which have been used to support the spay & neuter program within the city. They have also increased the number of adoption events, during which they reduce the adoption fee. This usually results in higher adoptions, but also creates a financial deficit for the RCHS.

**COMMITTEE REPORTS** were provided by all committee chairs present.

**STAFF REPORTS** were provided by all administrative officers, the city attorney 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 August 15 – 26, 2022

**NEW BUSINESS**

Cw. Cuonzo, **MOVED APPROVAL OF ORDINANCE 302: AN ORDINANCE TO AMEND AND REENACT THE RATES, RULES, AND REGULATIONS FOR FURNISHING WATER SERVICE AT ELKINS AND**

**VICINITY, RANDOLPH COUNTY, WEST VIRGINIA BY INCREASING THE RATES CHARGED THEREFORE (1<sup>ST</sup> OF TWO READINGS). The motion carried.**

Cw. Guye, **MOVED APPROVAL OF ORDINANCE 303: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA TO VACATE, ABANDON, AND CLOSE A PORTION OF THAT CERTAIN PUBLIC RIGHT OF WAY KNOWN AS GORMAN AVENUE BETWEEN MARTIN STREET AND REED STREET ADJACENT TO THE DAVIS MEDICAL CENTER (1<sup>ST</sup> OF TWO READINGS). The motion carried.**

Cm. Higgins, **MOVED APPROVAL OF ORDINANCE 304: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA TO ESTABLISH A MUNICIPAL COURT ADMINISTRATIVE FEE BY AMENDING CHAPTER 37: MUNICIPAL COURT, BY ADDING §37.13, ADMINISTRATIVE FEE, PURSUANT TO ITS STATUS AS A HOME RULE CITY (1<sup>ST</sup> OF TWO READINGS). The motion carried.**

Cm. Higgins, **MOVED APPROVAL OF ORDINANCE 305: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA TO AMEND ELKINS CITY CODE §37.10 MUNICIPAL COURT TECHNOLOGY AND MAINTENANCE FEE PURSUANT TO ITS STATUS AS A HOME RULE CITY (1<sup>ST</sup> OF TWO READINGS). The motion carried.**

Cm. Higgins, **MOVED APPROVAL OF ORDINANCE 306: AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA, AMENDING ELKINS CITY CODE CHAPTER 92, FIRE PREVENTION BY ADDING §92.037©, APPLICATION FOR ORIGINAL APPOINTMENT AND THE RULES AND REGULATIONS OF THE FIREMAN’S CIVIL SERVICE COMMISSION, SECTION 4.04 APPLICATIONS FOR ORIGINAL APPOINTMENTS, PURSUANT TO ITS STATUS AS A HOME RULE CITY (1<sup>ST</sup> OF TWO READINGS) The motion carried.**

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1560: REAPPOINTMENT OF LARRY WING TO THE ELKINS-RANDOLPH COUNTY REGIONAL AIRPORT AUTHORITY. The motion carried.**

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1561: AUTHORIZING TRANSFER OF PARCEL OF LAND IN LEADSVILLE DISTRICT, RANDOLPH COUNTY, WEST VIRGINIA TO THE RANDOLPH COUNTY DEVELOPMENT AUTHORITY. The motion carried.**

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1562: AUTHORIZING CONDITIONS OF CONTRACT BETWEEN THE CITY OF ELKINS AND TERRI REED CUTRIGHT & ASSOCIATES, LLC. The motion carried.**

Cm. Hinchman, **MOVED APPROVAL OF A REQUEST FROM WASTEWATER CHIEF OPERATOR W. HIMES TO APPLY \$900 IN ARPA FUNDS REMAINING FROM THE PURCHASE OF A BACKHOE TO THE PURCHASE OF THE PREVIOUSLY APPROVED UTILITY BED. The motion carried.**

**MAYOR’S COMMENTS** were provided.

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

The meeting adjourned at 7:39 p.m.

*Approved by council at the meeting  
of September 15, 2022*

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Jerry A. Marco, Mayor

*Attest:*

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Jessica R. Sutton, City Clerk