

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
August 5, 2021
7:00 p.m.***

Elkins Common Council met in regular session in the council chamber of city hall. Present were City Clerk J.R. Sutton (as acting mayor); 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; Interim Fire Chief S.D. Himes; Police Chief T. Bennett; Operations Manager R.P. Pingley; City Attorney G. S. Roberts; Executive Secretary R.A. Wickham (acting as recording secretary); and Inter-Mountain Reporter B. Johnson.

City Attorney G. S. Roberts and Mayor J.A. Marco were absent.

MINUTES

Cm. Lowther, **MOVED APPROVAL OF THE MINUTES OF THE JULY 15, 2021 MEETING.** The motion carried.

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

NEW BUSINESS

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1428: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING A COMPENSATION LEVEL FOR R. STANLEY.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1429: APPROVING PROMOTIONAL STATUS AND CONFIRMING A COMPENSATION LEVEL FOR T. HOWELL.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1430: APPROVING PROMOTIONAL STATUS AND CONFIRMING A COMPENSATION LEVEL FOR W. HYMES.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1431: APPROVING TRANSFER AND CONFIRMING A COMPENSATION LEVEL FOR G. BONNELL.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1432: APPOINTING FIRE CHIEF AND ESTABLISHING COMPENSATION LEVEL.** The motion carried.

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City Clerk J. Sutton administered the Oath of Office to newly appointed Fire Chief Stephen D. Himes

Cm. M. Hinchman, chair of the Ad-hoc ARPA Committee advised council that the committee continues to look at ways to spend the city’s allotted share of ARPA funds specifically projects related to water and sewer infrastructure and broadband.

City Clerk J. Sutton advised council that due to work being completed by Mon Power for the City Hall Parking Lot project, City Hall will be closed to employees and the public on Friday, August 13, 2021. Sutton has reviewed related personnel policies and advised that non-essential employee who work at City Hall will be paid for a normal workday and that essential employees who are required to report per their supervisor will be paid in accordance with the Call-out policy. Notice will be issued by the External Affairs office.

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 July 12 – July 30, 2021.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Treasurer’s report
- Mountain State Forest Festival ABCA endorsement letter

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
210154	Bosserman, Jessica	32 Moore St	Build Fence Around Rear Yard	\$1,000.00
210155	Woodlands Development Group	1-31 Firefly LN	Build 16 Single Family Units	\$2,100,000.00
210156	Rush, Andrea	1516 Lavalette Ave.	Replace Patio Door and A Window	\$4,000.00
210157	Siler, Charles	113 Barron Ave	12' X 24' Carport	\$1,942.00
210158	Gilds, Joyce	624 Yokum St	Install Soffit & Fascia and Drywall	\$10,000.00

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ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
210159	Blackburn, Rachel	116 Central	Build Roof Over Side Porch	\$800.00
210160	Staud, Thomas	131 Elm St	New Rubber Roof on Rear of House	\$5,000.00
210161	Schuler, Thomas & Carol	41 High St	New Rubber Roof on Garage	\$5,400.00
210162	Hollen, James	104 Ellis Ave	Remove And Replace Roof Shingles	\$10,025.00
210163	Herron, Timothy	96 State St	Replace Front & Back Porches and Roofs	\$2,500.00
210164	Johnson, Albert	120 Ferndale Dr	Replace Roof & Siding	\$22,000.00

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

The meeting adjourned at 7:48 p.m.

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

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk