

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
AGENDA**

*401 Davis Avenue
Council Chamber, 2nd Floor
March 17, 2022
7:00 p.m.*

- 1. Invocation and Pledge of Allegiance**
- 2. Call to order and roll call**
- 3. Agenda adjustments**
 - a. *Resolution 1508: Approving Transfer of Funds from the Financial Stabilization Account*
 - b. *MSFF ABCA Endorsement Request*
 - c. *Correspondence and Notifications – External Affairs 2021 Annual Report*
- 4. Public comment**
- 5. Minutes**
 - a. Minutes proposed for the regular council meeting of March 3, 2022
- 6. Correspondence and Notifications**
 - a. Issued building permits
 - b. Treasurer's report
 - c. External Affairs 2021 Annual Report
- 7. Presentation**
 - a. Davis & Elkins College President Chris Wood
- 8. Committee Reports**
- 9. Staff reports**
- 10. Approval of vendor invoice payments**

Vendor invoices presented for approval:

- A/P History Check Report for the period February 28 – March 11, 2022

(Available for public review in the city clerk's office two business days before this meeting, as required by W. Va. Ethics Commission Open Meetings Advisory Opinion 2012-04.)

11. New business

- Ordinance 297*: An Ordinance of the Common Council Of Elkins, West Virginia , Pursuant to Petition Filed By Robert L. Morris, Jr., Executive Director, On Behalf of The Randolph County Development Authority, Regarding Certain Tracts of Real Property In Leadsville District, Randolph County, Owned By the Randolph County Development Authority And Known And Identified as Area 1 and Area 2 On The Attached Plat, To Incorporate and Annex Such Property Into The City of Elkins Pursuant To West Virginia Code §8-6-4 (2nd and final reading)
- Resolution 1501*: Approving "Full-Time Regular Employee" Status and Confirming Compensation Level for W. Broschart
- Resolution 1502*: Reappointment of C. Preusch to the Elkins Water Board
- Resolution 1503*: Authorizing Submission of an Application for Appalachian Regional Council Partnerships for Opportunity and Workforce and Economic Revitalization Grant, and Authorizing Execution Thereof
- Resolution 1504*: Authorizing Submission of Proposal for Homeland Security Grant
- Resolution 1505*: Authorizing Submission of an Application for Rural Community Development Initiative Grant Funds, and Authorizing Execution Thereof
- Resolution 1506*: Approving Memorandum of Understanding between 22d Century Software Solutions. LLC dba GovTech Cloud and the City of Elkins for the Provision of a Beta Software Pilot Program
- Resolution 1507*: Authorizing the Creation of Fund #036 for the Purpose of Administering Revenues and Expenditures of the Elkins Fire Department
- Resolution 1508*: Approving Transfer of Funds from the Financial Stabilization Account
- MSFF ABCA Endorsement Request*
- Discussion of Ad-hoc ARPA Advisory Committee Recommendations*
- Consideration of Proposed FY23 Budget*

12. Mayor's comments

13. Adjournment

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
March 3, 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, , C.H. Friddle, III, J.A. Guye, C.J. Higgins, G.M. Hinchman, 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; City Attorney G. S. Roberts; City Clerk J.R. Sutton (acting as recording secretary); and Inter-Mountain Reporter Choose an item..

Councilor M. D. Cuonzo was absent. Councilor C.C. Lowther arrived at 7:28 p.m. prior to the start of new business.

PUBLIC COMMENT

Madalyn Higgins of 639 Capitol Street and member of the Elkins Historic Landmarks Commission spoke regarding the Darden House proposed lease. Mrs. Higgins sees the importance of the structure and the partnership between the City and the EHLC. Regardless of who manages the building, she would like to see more access and use by the public.

Sheriff R. Elbon spoke to proposed resolution 1499. He approached Chief Bennett regarding the vehicles after his department suffered the loss of three due to deer strikes and other traffic crashes, and significant damage to a fourth leaving them in a difficult situation. Sheriff Elbon reports they have vehicles on order, but they are delayed by several months. He expressed great appreciation to council for considering donating the vehicles, and also to the mayor and Chief Bennett for being good partners.

MINUTES

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 17, 2022, MEETING.**
The motion carried.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Approved minutes of council committees, boards and commissions

Proposed Minutes

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

220024	Epperson, Mark	39 Cherry St	Remodel Bath, Kitchen & Upgrade Electric	11,000.00
220025	Louk, Robert	220 Central St.	Electric Service	3,400.00
220026	Davis, Matt & Sherri	3/Guy St	Remodel Kitchen & 2 Baths	10,000.00
220027	Bialek, James	110 Evergreen Dr	Change Office into Bath	10,000.00
220028	Crider, Janet	116 Chestnut St	Repair Roof and Ceiling	6,900.00
220029	Fitzgibbon, Andy	1646 Taylor Ave	Electric Service	4,800.00
220030	Derring, Scott	513 Davis Ave	Electric Service	1,200.00
220031	Hymes, Tiffany	1522 S Davis Ave	Replace Roof Shingles	7,669.00
220032	Pifer, Susan	206 Southview Dr	Replace Roof Shingles	11,980.00
220033	Pritt, Arthur	109 Conaway Dr	Construct a Deck	800.00
220034	Conrad, Allen	403 Scott Ford Rd	Parking Pad	4,500.00
220035	Alverado, Brenda	114 Second St	Electric Upgrade	2,000.00
220036	Brown, William	7 Eleventh St.	Build Metal Building	60,000.00
220037	Randolph Co Development Authority	10 Eleventh St.	Concrete Floor	11,475.00
220038	Harper, Gyvonne	111 Davis St ***	Dewatering System	19,399.00
220039	Vandevender, Lena	219 Davis St	Demo Block Garage	1,000.00
220040	Jamar, Stephanie	209 Graham St	Electrical Upgrade	800.00
220041	Hutton, Brandi	136 Guy St	New Siding	1,900.00
220042	Andrevich, Elizabeth	62 Eleventh St	Electrical Service	2,000.00
220043	Reneau, Jeremy	137 Guy St	Remodel Porch and Closet	4,000.00
220044	Doerr Development LLC	401-403 Edgewater Dr	Build Two 1400 Sq Ft Bungalows	400,000.00
220045	Mountain Mama's Storage	340 Graham St ***	Replace Roof Shingles	5,000.00
220046	Gillispie, Sidney	114 Earle St	Remodel Bathroom	10,000.00

PRESENTATION

Elkins Parks and Recreation Director Tom Tesar provided information on the activity in the parks and future plans. Mr. Tesar revealed the new EPRC logo that will put into immediate use. Much of the presentation focused on the recent estate gift from Donald Morris Garmer in the

Proposed Minutes

amount of \$845,000 (approximately). Not much is known about Mr. Garmer's relationship with the parks, but it was confirmed that he resided in Elkins for 7-8 years after retirement. The gift is for the maintenance and improvement of Elkins City Park. Mr. Tesar presented a number of projects the commission has identified and prioritized for use of this money, including upgraded playground equipment, new rubber mulch, structural repairs to the main pavilion and both sets of restrooms, picnic tables, electric supply and lighting, and drainage to name a few.

Elkins Depot Welcome Center and Elkins-Randolph County Tourism CVB Director Anne Beardslee, along with Marketing Director Taira Gainer and AmeriCorps member Morgan Glup presented the organizations annual report. They are the only CVB in Randolph County and have full-time staff. The group presented information about their efforts to attract tourists to the area, including online and print media, attendance at travel shows, and membership with professional organizations. The Ramps and Rail Festival is being planned for April of this year.

COMMITTEE REPORTS provided by all committee chairs present

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 February 14 – 25, 2022.

NEW BUSINESS

Cm. Chenoweth, **MOVED APPROVAL OF ORDINANCE 296: AN ORDINANCE OF THE CITY OF ELKINS, WEST VIRGINIA TO AMEND AND REVISE ELKINS CITY CODE SECTION 92.002 FIRE SEASONS: OUTDOOR FIRES (2ND AND FINAL READING).** The motion carried.

Cm. Hinchman, **MOVED APPROVAL OF ORDINANCE 297: AN ORDINANCE OF THE COMMON COUNCIL OF ELKINS, WEST VIRGINIA, PURSUANT TO PETITION FILED BY ROBERT L. MORRIS, JR., EXECUTIVE DIRECTOR, ON BEHALF OF THE RANDOLPH COUNTY DEVELOPMENT AUTHORITY, REGARDING CERTAIN TRACTS OF REAL PROPERTY IN LEADSVILLE DISTRICT, RANDOLPH COUNTY, OWNED BY THE RANDOLPH COUNTY DEVELOPMENT AUTHORITY AND KNOWN AND IDENTIFIED AS AREA 1 AND AREA 2 ON THE ATTACHED PLAT, TO INCORPORATE AND ANNEX SUCH PROPERTY INTO THE CITY OF ELKINS PURSUANT TO WEST VIRGINIA CODE §8-6-4 (1ST OF TWO READINGS).** The motion carried. Cm. C.H. Friddle abstained from voting due to his membership on the RCDA Board of Directors.

Cw. Guye, **MOVED APPROVAL OF RESOLUTION 1498: AUTHORIZING APPLICATION AND ACCEPTANCE OF VARIOUS GRANTS FOR THE BENEFIT OF THE KUMP EDUCATION CENTER.** The

Proposed Minutes

motion carried. Cw. N. Bross-Fregonara abstained from voting due to her membership on the KEC Board of Directors.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1499: AUTHORIZING THE DISPOSITION OF ELKINS POLICE DEPARTMENT VEHICLES.** The motion carried.

Cm. Friddle, **MOVED APPROVAL TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING REAL ESTATE.** The motion carried. Council entered executive session at 8:37 p.m. and returned at 9:03 p.m. The chair announced no action was taken. Cm. C.J. Higgins abstained from voting due to his spouse being a member of the Elkins Historic Landmarks Commission.

Cm. Friddle, **MOVED APPROVAL OF RESOLUTION 1500: ACCEPTING CONDITIONS OF LEASE BETWEEN THE ELKINS HISTORIC LANDMARKS COMMISSION AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF AGREEMENT.** The motion failed. Cm. C.J. Higgins abstained from voting due to his spouse being a member of the Elkins Historic Landmarks Commission.

Cm. Friddle, **MOVED APPROVAL TO DIRECT THE CITY ATTORNEY TO NOTIFY THE ELKINS HISTORIC LANDMARKS COMMISSION OF THIRTY DAY OF THE INTENT TO TERMINATE THE EXISTING LEASE.** The motion carried. Cm. C.J. Higgins abstained from voting due to his spouse being a member of the Elkins Historic Landmarks Commission.

Cm. Chenoweth, **MOVED APPROVAL OF THE FIVE PERCENT (5%) INCREASE IN HEALTH INSURANCE PREMIUMS FOR FY23 BE PAID BY THE CITY, NOT PASSED ON TO THE EMPLOYEES.** The motion carried.

MAYOR'S COMMENTS were provided.

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

The meeting adjourned at 9:13 p.m.

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

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

BUILDING PERMITS

Presented at council meeting of: March 17, 2022

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
220057	Pennington, Harold	1520 Lavalette Ave	Replace Roof Shingles	10,883.00
220058	Rosenblum, Bret	133 Elm St	Replace Roof Shingles	6,887.00
220059	Weese, Ann	101 Pike St	Replace Roof Shingles	6,200.00

Monthly Report for FY2022

Month of February

Fund	Revenues	Expenditures
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General	\$304,818.87	\$369,141.31	Revenues Collected as per Budget	Percent of Yr. Completed 66.67
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County Tax	\$19,434.74		71.60%	1,042,254.00
B & O Tax	\$92,337.76		85.45%	1,267,000.00
Hotel/Motel Tax	\$8,116.46		88.48%	141,000.00
Gas & Oil Severance Tax	\$0.00		116.30%	11,000.00
2% City Utility Tax	\$6,229.98		75.42%	65,000.00
Utility Excise Tax	\$24,865.87		65.34%	290,000.00
Liquor Tax	\$0.00		69.80%	102,000.00
Police	\$2,523.79		106.39%	19,200.00
Municipal Court	\$5,574.78		80.69%	48,726.00
Code Enforcement	\$3,112.98		69.37%	27,200.00
Fire Fees	\$91,327.49		59.18%	913,000.00
Business License	\$410.00		33.02%	26,500.00
Intergovernmental	\$42,029.81		108.40%	338,381.00
Franchise/IRP Fees	\$0.00		61.69%	155,000.00
Phil Gainer Community Center	\$3,203.00		247.63%	30,000.00
Misc. Revenue	\$5,652.21		56.22%	94,060.00
Municipal Sales Tax	\$0.00		91.58%	1,200,000.00
	\$304,818.87		79.09%	5,770,321.00

Sanitation	\$112,034.00	\$91,885.50	74.76%	1,382,100.00
Water	\$312,851.66	\$301,355.12	67.83%	3,464,400.00
Sewer	\$207,155.64	\$156,608.81	69.00%	2,360,650.00
Landfill	\$9.06	\$23.29	66.09%	5,500.00

City of Elkins External Affairs Annual Report: 2021

Website

Blog Posts

+44%

We published more than 150 press releases, public advisories, and other posts on the city news blog.

- 2020 posts: 105
- 2021 posts: 151

Pages

+23 pages

2021 saw the creation of nearly two dozen new pages for the city website.

- 2020 new pages: 23
- 2021 new pages: 23

Improvements

- New pages and organization of pages to more accurately reflect updated city org chart (e.g., Operations, Water, Sewer)
- In process of website redesign with emphasis on increased accessibility and ease of use for external and internal users

Email Marketing

Subscribers

+22%

There are **more than 1,300 people** subscribed to receive our email alerts, newsletters, and press releases.

- 2020 subscribers: 1,076
- 2021 subscribers: 1,310

Engagement

53%

More than half of our 1,353 subscribers are classified as **“highly engaged,”** meaning they often open our emails and click links in them. This is down from 71 percent in 2020, possibly because of reduced reliance on this list for urgent notices.

Facebook

Followers

+18%

Followers of the Elkins City Hall Facebook page grew **from 3,979 on January 1 to 4,833 on December 31.**

- 2020 followers (Dec. 31): 4,833
- 2021 followers: (Dec. 31): 5,700 (approx.)

Posts

216 posts

The Elkins City Hall Facebook page pushed out around **200 posts in 2021.** The drop-off compared 2020 has to do with the reduced volume of COVID-19 posts in 2021. We still gained followers.

- 2020 posts: 512
- 2021 posts: 216

Twitter & LinkedIn

Twitter Followers

+6%

The Elkins City Hall Twitter account is followed by more than **200** people.

- 2020 followers: 207
- 2021 followers: 220

LinkedIn Followers

+36%

The Elkins City Hall LinkedIn page is followed by **53** people.

- 2020 followers: 39
- 2021 followers: 53

Press Relations

Press Releases

31 releases

External affairs circulated **31 press releases to area newspaper, television, and radio outlets**. Reduction over 2020 number is due to reduced volume of COVID-19 releases.

- 2020 releases: 57
- 2021 releases: 31

Coverage

+46%

Despite a reduction in overall number of City of Elkins press releases in 2021, there was **an increase in our releases being reprinted, repurposed, or referenced** by news articles and TV/radio segments.

- 2020: 95
- 2021: 139

City Hall News

51 articles

External affairs is continuing to produce the City Hall News columns that were initiated several years ago by the city clerk and which run Saturdays in the Inter-Mountain. In 2021, City Hall News was **published almost every week**.

Special Topic

Water

- 4** new website pages
- 21** blog posts
- 4** press releases
- Numerous Facebook/Twitter/Nixle posts

Nixle

+110%

We use Randolph Co. OEM's "Nixle" platform for emergency text messages and emails (e.g., water outages). During 2021, we aggressively promoted this communication option to the public with some success.

- 2020 users: 350
- 2021 users: 735

**FINANCE COMMITTEE
REGULAR MEETING
MINUTES**

*401 Davis Avenue
City Hall, Council Chambers
February 7, 2022
10:00 a.m.*

Present were Committee Members: M. Hinchman, chair and R. Chenoweth

Also present were: Interim Operations Manager M. Himes; City Clerk J. Sutton; Police Chief T. Bennett; Fire Chief S. Himes; and Treasurer T. Judy

Cm. C. Lowther was absent

MINUTES

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE JANUARY 3, 2022, MEETING.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE JANUARY 27, 2022, MEETING.** The motion carried.

NEW BUSINESS

Cm. Chenoweth, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL TO PERMIT THE ELKINS FIRE DEPARTMENT TO SUBMIT AN APPLICATION TO THE STATE FARM NEIGHBORHOOD ASSIST PROGRAM.** The motion carried. If approved the \$25,000 award would be used to purchase fire alarms for free distribution to the community. There is no match requirement for the grant.

Cm. Chenoweth, **MOVED APPROVAL OF EARLY AND FINAL PAYMENT OF LOANS FOR THE 2017 F550 (STREET DEPT.), THE 2017 F250 (CENTRAL GARAGE) AND MUNICIPAL COURT SOFTWARE AT AN APPROXIMATE COST OF \$12,600.00 PAYABLE FROM EACH DEPARTMENTS FUNDS.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF FY22 GENERAL FUND BUDGET REVISION NO. 9.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF FY22 GENERAL FUND BUDGET REVISION NO. 10.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF FY22 GENERAL FUND BUDGET REVISION 2022-001-04.** The motion carried.

The committee discussed the yard waste recycling expense. Interim Operations Manager M. Himes reported that the consent decree required the city to pick-up yard waste for recycling, which was taken by the sanitation department to Clarksburg for composting. During this time fees associated with this process were charged to the sewer fund. Since this is no longer mandated and not a function of the wastewater or sanitation departments, she believes the expense should be moved to the General Fund. The committee agrees and requests the Treasurer set up a new line item under the existing recycling account for this purpose. Money will need to be allocated at approximately \$3000 annually (\$300 – \$400 per trip x once a month x 9 months/year).

Cm. Chenoweth, MOVED APPROVAL OF APPLYING ALL GAINS EARNED FROM THE SALE OF SEVEN POLICE VEHICLES BY ENTERPRISE TO THE CURRENT EPD LEASE PAYMENTS. The motion carried.

Cm. Chenoweth, MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL FOR THE CLOSURE OF THE WATER SYSTEMS IMPROVEMENT PROJECT BANK ACCOUNT. The motion carried.

Cm. Chenoweth, MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL ON THE CONFIRMATION OF THE CITY CLERK THAT ALL INVOICES ARE PAID FOR THE CLOSURE OF THE CITY HALL PARKING LOT PROJECT BANK ACCOUNT AND THAT ANY FUNDS REMAINING BE REVERTED TO THE FINANCIAL STABILIZATION ACCOUNT. The motion carried.

Cm. Hinchman, MOVED APPROVAL TO POSTPONE ACTION REGARDING AN HVAC SYSTEM FOR THE TREASURER'S OFFICE UNTIL MUNICIPAL PROPERTIES CAN DISCUSS IT. The motion carried.

Treasurer T. Judy reported that the city's main service may need to be replaced in the near future. The addition of more modules to the TimeClock software has caused slow downs. An estimate of \$8250 was provided by BusinessFirst IT. No action was taken by the committee.

ANNOUNCEMENTS

Paving for this year may need to be scheduled before the end of the FY. If so, funds for this may need to be taken from financial stabilization. Mrs. Himes requested this be added to the next Finance Committee meeting agenda.

Cm. Chenoweth, MOVED ADJOURNMENT. The motion carried.

The meeting adjourned at 10:57 a.m.

The foregoing minutes were approved at the meeting of Mar. 7, 2022

G. Michael Hinchman CHAIR
Name & Title

[Signature]
Signature

**FINANCE COMMITTEE
SPECIAL CALL MEETING
MINUTES**

*401 Davis Avenue
City Hall, Council Chambers
February 24, 2022
1:00 p.m.*

Present were Committee Members: M. Hinchman and R. Chenoweth

Also present were: Treasurer T. Judy; Police Chief T. Bennett; Fire Chief S. Himes; and City Clerk J. Sutton

Cm. C. Lowther was absent

NEW BUSINESS

Cm. Chenoweth, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL THAT TWO EPD VEHICLES BE DONATED TO THE RANDOLPH COUNTY SHERIFF'S DEPARTMENT PER CITY CODE §31.24. The motion carried.**

Cm. Chenoweth, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL TO ALLOW THE KUMP EDUCATION CENTER TO APPLY FOR GRANT FUNDS FROM THE COE ARPA FUNDS, THE AFNHA TOURISM DEVELOPMENT GRANT; PRESERVATION ALLIANCE OF WV SAVING HISTORIC PLACES GRANT; AND A WV HUMANITIES COUNCIL MINI-GRANT. The motion carried.**

Chairman Hinchman announced that no action will be taken on the Elkins Historic Landmarks Commission grant application request.

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

The meeting adjourned at 1:11 p.m.

The foregoing minutes were approved at the meeting of Mar. 7, 2022

Michael Hinchman Chair
Name & Title

[Signature]
Signature

FINANCE COMMITTEE REGULAR MEETING MINUTES

*401 Davis Avenue
City Hall, Council Chambers
March 7, 2022
10:00 a.m.*

Present were Committee Members: M. Hinchman, R. Chenoweth, and C. Lowther

Also present were: Mayor J. Marco; City Clerk J. Sutton; Police Chief T. Bennett; Fire Chief S. Himes; Treasurer T. Judy; City Attorney G. Roberts; Operations Assistant M. Himes; Operations Manager J. Sanson; and External Affairs Specialist S. Stokes.

MINUTES

Cm. Lowther, **MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 7, 2022, MEETING.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 24, 2022, MEETING.** The motion carried.

NEW BUSINESS

Street Department Supervisor S. Akers reported the paving budget is not sufficient to perform the necessary work. He believes it has been insufficient for many years. This year in particular the cost of paving is quickly rising and the contractor has larger jobs that will keep them busy later in the year. Mr. Akers is requesting an additional \$200,000 in this fiscal year and will be requesting an increase of \$100,000 to \$200,000 for the next fiscal year (23).

Cm. Lowther, **MOVED APPROVAL OF TRANSFERRING \$200,000 FROM THE FINANCIAL STABILIZATION ACCOUNT TO THE STREET DEPARTMENT PAVING BUDGET FOR FY22.** The motion carried.

City Clerk J. Sutton presented the requests received from outside organizations for contributions in FY23. The committee discussed some of the requests but decided to postpone any decision making until the administrative officers determine their final budget requests. This will be discussed further at a special call meeting.

Treasurer T. Judy reported to council that revenue projections will remain mostly unchanged from the current FY except for an increase to projected sales tax revenue by \$200,000. The administrative officers are scheduled to meet tomorrow to discuss budgets. More information will be available to the committee after this meeting. This will be discussed further at a special call meeting.

ANNOUNCEMENTS

A special call meeting will be scheduled for Monday, March 14, 2022, at 1:00 p.m. for the purpose of discussing the FY23 budget, including outside contributions.

Chiefs Bennett and Himes request that consideration of a FY22 Homeland Security grant application be added to the special call meeting agenda.

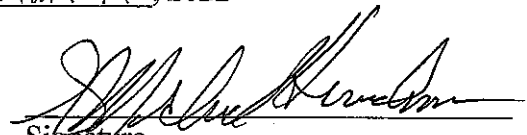
Treasurer T. Judy reports that bills being placed in the payment drop box are wet and difficult to process.

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

The meeting adjourned at 11:04 a.m.

The foregoing minutes were approved at the meeting of Mar. 14, 2022

G M Hinchman Chair
Name & Title


Signature

**PUBLIC SAFETY COMMITTEE
REGULAR MEETING
MINUTES**

*401 Davis Avenue
City Hall, Council Chambers
February 14, 2022
10:00 a.m.*

Present were Committee Members: D. Parker and M. Hinchman

Also present were: City Attorney G. Roberts; Fire Chief S. Himes, Police Chief T. Bennett; Treasurer T. Judy; Mayor J. Marco; Building Inspector/Code Enforcement Officer P. Isner; and City Clerk J. Sutton

Cw. J. Guye was absent

MINUTES

Cm. Hinchman, **MOVED APPROVAL OF THE MINUTES OF THE JANUARY 10, 2022, MEETING.** The motion carried.

NEW BUSINESS

The mayor received a call from a citizen who lives near Woodford Oil complaining of difficulty pulling on to Davis Avenue when vehicles are parked across the street from Big Timber Brewing. The committee discussed investigating if the curbs are marked the correct distance from the intersection and if not that may held alleviate the concern. Chief Bennett will take a closer look at the area and report back at the next meeting.

REPORTS

Fire – the hydrostat testing is complete. Only 2 of the 83 failed. Chief Himes advised that he is requesting permission to apply for a grant from State Farm to purchase and distribute smoke detectors. The details of the distribution have not yet been determined. Everything else is business as usual.

Police – Chief Bennett reports that all officers are back from COVID leave. Corporal Sayre's is a new father. The probationary officer at the academy is six weeks in now and doing well.

Code Enforcement – Attorney G. Roberts has sent notice to the interested parties of the Simon property on Randolph Avenue. If there is no response, a court action will be filed for demolition. If filed, the action will include a request for securing the site after demolition, specifically a railing along the sidewalk. Ms. Roberts is also preparing to begin court proceedings to demolish the Fussell property on S. Davis Avenue. The property at 201 Graham Street will be demolished

as soon as the asbestos abatement can be completed. The company is anticipating the end of February for this work.

Mayor's Task Force on Addiction and Homeless Resources – Cm. Parker, chair, and the mayor reported recent conversations with Davis Medical Center representatives to coordinate efforts. They are also continuing to assess stakeholders and develop roles and responsibilities for each. The peer recovery specialist interviews are complete, and training is expected to begin soon. The next large group public meeting focusing on the stigma of addiction and imprisonment is upcoming.

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

The meeting adjourned at 10:46 a.m.

The foregoing minutes were approved at the meeting of Mar. 14, 2022

David C. Parker
Name & Title

David Parker
Signature

**AD-HOC ARPA ADVISORY COMMITTEE
SPECIAL CALL MEETING
MINUTES**

*401 Davis Avenue
City Hall, Council Chambers
February 14, 2022
1:30 p.m.*

Present were Committee Members: M. Hinchman, chair; D. Parker; N. Bross-Fregonara; R. Chenoweth; and M. Cuonzo

Also present were: Interim Operations Manager M. Himes; City Clerk J. Sutton; Treasurer T. Judy; City Attorney G. Roberts; and Mayor J. Marco

NEW BUSINESS

City Clerk J. Sutton became aware that there was a change in the approved use of ARPA funds within the Water Distribution department and suggested that in the case of a substantial change in previously approved use, the ARPA Advisory Committee should be involved. Water Distribution was previously approved for a number of items including two trucks. These have already been purchased, and the department would like to purchase a third. The mayor reports that the needs of the department changed due to a recent accident leaving them down a truck. In addition, the previously approved funds for a backhoe were taken from the Water System Improvements Project fund, freeing up ARPA funds for this purchase.

Cw. Cuonzo, MOVED APPROVAL OF THE PURCHASE OF ANOTHER TRUCK FOR THE WATER DISTRIBUTION DEPARTMENT WITH ARPA FUNDS. The motion carried.

ANNOUNCEMENTS

The committee will meet on March 22, 2022, at 1:00 p.m. to review the community APRA applications and any other necessary items.

Cm. Chenoweth, MOVED ADJOURNMENT. The motion carried.

The meeting adjourned at 1:41 p.m.

The foregoing minutes were approved at the meeting of Mar. 10, 2022

Michael Hinchman Chair
Name & Title

[Signature]
Signature

AD-HOC ARPA ADVISORY COMMITTEE MEETING MINUTES

*401 Davis Avenue
City Hall, Council Chambers
November 10, 2021
2:00 p.m.*

Present were Committee Members: M. Hinchman, Chair; D. Parker; R. Chenoweth; M. Cuonzo; and N. Bross-Fregonara

Also present were: Interim Operations Manager M. Himes; City Clerk J. Sutton; City Attorney G. Roberts; Treasurer T. Judy; and External Affairs Specialist S. Stokes

MINUTES

Cm. Parker, **MOVED APPROVAL OF THE MINUTES OF THE SEPTEMBER 29, 2021 MEETING.** The motion carried.

NEW BUSINESS

Cm. Hinchman, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL FOR USE OF UP TO \$55,000 FOR UPGRADES TO THE WASTEWATER TREATMENT PLANT SCADA SYSTEM, AND THAT ANY EXCESS BE RETURNED TO THE APRA FUND ACCOUNT.** The motion carried.

Cm. Hinchman, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL FOR USE OF UP TO \$102,000 FOR THE PURCHASE OF A LOADER FOR THE WASTEWATER SYSTEM, AND THAT ANY EXCESS BE RETURNED TO THE APRA FUND ACCOUNT.** The motion carried.

The committee discussed the previously approved five percent (5%) of ARPA funds designated for community requests. Originally the committee determined to review requests as they were submitted and after they had been reviewed by the City Clerk for eligibility. The committee has now determined to set a deadline of February 28, 2022, for submission of community requests to the Clerk, after which time they will review them simultaneously and award up to 2.5% of ARPA funds eligible applicants. Once the second tranche of funding is received, the committee will set a new deadline for submissions for the second half of the designated funds.

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

The meeting adjourned at 3:04 p.m.

The foregoing minutes were approved at the meeting of Mar. 10, 2021

Michael Hinchman Chair
Name & Title

[Signature]
Signature

VENDOR SET: 01 Elkins
 BANK: ARPA Amercia Rescue Plan Act
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00855	LMC & Associates							
I-2702	website design	R	3/02/2022	3,400.83		000030		3,400.83
00007	Airgas USA, LLC							
I-9123029036	welder, spool, cylinder	R	3/11/2022	5,920.10		000031		5,920.10

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	9,320.93	0.00	9,320.93
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: ARPA TOTALS:	2	9,320.93	0.00	9,320.93
BANK: ARPA TOTALS:	2	9,320.93	0.00	9,320.93

VENDOR SET: 01 Elkins
 BANK: FKPRO Parking Project
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02278	Charleston Steel Warehouse & F							
I-JM IV-008857	galvanized railing	R	3/11/2022	5,550.00		000023		5,550.00

** T O T A L S **

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	5,550.00	0.00	5,550.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: FKPRO TOTALS:	1	5,550.00	0.00	5,550.00
BANK: FKPRO TOTALS:	1	5,550.00	0.00	5,550.00

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00741	Great-West Trust Company LLC							
I-VF 202203081302	Voya	D	3/08/2022	420.00		003483		
I-VF2202203081302	Voya AT	D	3/08/2022	50.00		003483		470.00
00032	Absolute Assurance Drug Test L							
I-4131A	Emp/Random Testing 02/22	R	3/02/2022	255.00		011295		255.00
00149	COE Parks and Recreation							
I-MAR22 Support	Monthly Support 03/2022	R	3/02/2022	25,483.00		011296		25,483.00
00169	Assured Partners of West Virgi							
I-18794	Add 2022 Peterbilt #6312	R	3/02/2022	476.60		011297		476.60
00235	Elkins Building Comm.							
I-MAR22 Bond Pmt	Monthly Bond Pmt 03/2022	R	3/02/2022	3,483.79		011298		3,483.79
00314	Guttman Energy, Inc.							
I-F61611721	Fleet Fuel 020722-021322	R	3/02/2022	3,379.20		011299		
I-F61636321	Fleet Fuel 021422-022022	R	3/02/2022	3,079.00		011299		6,458.20
00381	Grover C Jackson Jr							
I-MAR22 Rent	Monthly Rent 03/2022	R	3/02/2022	1,800.00		011300		1,800.00
00471	Mon Power							
I-LT31Barron 021622	Lt 31 Barron 011522-021122	R	3/02/2022	11,676.78		011301		11,676.78
00483	Mountain Valley Bank							
I-1202553-19 030422	1202553-19 030422	R	3/02/2022	655.53		011302		655.53
00701	Toshiba Financial Services							
I-465337491	LEX M5255/TOSH E4515AC	R	3/02/2022	474.71		011303		
I-465841906	Lex XM3250 031322	R	3/02/2022	69.00		011303		
I-465842029	Tosh E4515AC 021522-031522	R	3/02/2022	121.35		011303		665.06
00772	Witmer Public Safety Group							
I-2193540	Less lethal bean bags	R	3/02/2022	559.12		011304		559.12
01326	Nation-Wide General Rental							
I-62912	Floor Scrubber	R	3/02/2022	234.44		011305		234.44
01731	Bradish Glass Inc							
I-2957	Cullet PU 2/16/22	R	3/02/2022	250.00		011306		250.00

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01790	Crim Law Office PLLC							
I-261	Municipal Ct Services Nov 2021	R	3/02/2022	1,910.00		011307		1,910.00
01824	Xerox Financial Services							
I-3068907	Lease Pmt 01/30-02/27/22	R	3/02/2022	315.00		011308		315.00
01833	P3 Cost Analysts							
I-11991	Telecom/Utility Sav Feb 2022	R	3/02/2022	1,797.29		011309		1,797.29
02065	AlignHR LLC							
I-7052	HR Managed Services 030122	R	3/02/2022	2,500.00		011310		2,500.00
02273	WV Division of Justice & Commu							
I-DAVIS SETH	S Davis recertification course	R	3/02/2022	750.00		011311		750.00
00483	Mountain Valley Bank							
I-1202553-22 030722	1202553-22 030722	R	3/02/2022	89.40		011312		89.40
00116	Child Support Enforcement							
I-CDS202203081302	Child Support	R	3/08/2022	528.00		011313		528.00
00121	Citizens Bank of WVFP							
I-FP 202203081302	Fire Pension	R	3/08/2022	492.23		011314		492.23
00122	Citizens Bank of WVFP							
I-FP 202203081302	Police Pension	R	3/08/2022	158.88		011315		
I-PPN202203081302	Police Pension-2010 Forward	R	3/08/2022	447.95		011315		606.83
00147	COE Misc							
I-MIS202203081302	Misc Reimbursements	R	3/08/2022	203.00		011316		203.00
00150	COE Payroll							
I-T1 202203081302	Federal Withholding	R	3/08/2022	11,372.41		011317		11,372.41
00151	COE Payroll							
I-T3 202203081302	FICA	R	3/08/2022	11,734.22		011318		
I-T4 202203081302	Medicare	R	3/08/2022	4,133.22		011318		15,867.44
00152	COE Payroll							
I-T2 202203081302	State Withholding	R	3/08/2022	5,556.00		011319		5,556.00
00203	Davis Trust Company							
I-CC 202203081302	Employee Christmas Club	R	3/08/2022	1,800.00		011320		1,800.00

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00747	Washington National Insurance							
I-WN 202203081302	Washington National Insurance	R	3/08/2022	591.35		011321		591.35
00837	COE Payroll Reimbursement							
I-001202203081302	Payroll Reimbursement	R	3/08/2022	59,410.38		011322		
I-006202203081302	Payroll Reimbursement	R	3/08/2022	4,547.40		011322		
I-400202203081302	Payroll Reimbursement	R	3/08/2022	17,884.97		011322		
I-401202203081302	Payroll Reimbursement	R	3/08/2022	13,859.43		011322		
I-404202203081302	Payroll Reimbursement	R	3/08/2022	8,188.12		011322		103,890.30
01885	Colonial Life							
I-CL 202203081302	Colonial Life-AT	R	3/08/2022	122.06		011323		
I-CLP202203081302	Colonial Life-PT	R	3/08/2022	52.52		011323		174.58
00047	Truist Governmental Finance							
I-00006 032722	9948000234-06 032722	R	3/08/2022	2,643.26		011324		2,643.26
00143	COE General Fund 2							
I-MAR22 Indirects	Monthly Indirects 03/2022	R	3/08/2022	28,198.40		011325		28,198.40
00156	COE Sewer Depreciation Account							
I-DEPR Dep 022822	Sewer Depr Deposit 022822	R	3/08/2022	5,178.89		011326		5,178.89
00314	Guttman Energy, Inc.							
I-F61664788	Fleet Fuel 022122-022722	R	3/08/2022	3,994.80		011327		3,994.80
00457	Metalworks, Inc.							
I-11580	3 Manufactured 3 Press Rollers	R	3/08/2022	1,776.00		011328		
I-11600	Repair of 2 jacks	R	3/08/2022	582.00		011328		2,358.00
00471	Mon Power							
I-90008455336	Consumption/Lighting 021722	R	3/08/2022	42,088.72		011329		42,088.72
00483	Mountain Valley Bank							
I-1202553-14 031122	1202553-14 031122	R	3/08/2022	406.14		011330		
I-1202553-15 PAYOFF	1202553-15 Payoff	R	3/08/2022	4,158.68		011330		
I-1202553-16 Payoff	1202553-16 Payoff	R	3/08/2022	2,846.99		011330		
I-1202553-17 Payoff	1202553-17 Payoff	R	3/08/2022	3,538.94		011330		10,950.75
00578	Randolph Elkins Health Departm							
I-022522	Hep AB-Rosier J	R	3/08/2022	174.50		011331		174.50
00701	Toshiba Financial Services							
I-466703915	Tosh E4515AC 022722-032722	R	3/08/2022	209.59		011332		209.59

VENDOR SET: 01 Elkins
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00812	WV Regional Jail and Correctio							
I-2122ea86	17 Days Inmates housed TVRJ	R	3/08/2022	820.25		011333		820.25
00884	Colonial Court Service Station							
I-566883	4 tires - 13 PD Exp	R	3/08/2022	1,000.00		011334		1,000.00
01594	Pace Analytical Services LLC							
I-021522-MULTI	Acct 73-100483 Invoices	R	3/08/2022	2,326.97		011335		
I-227388642	Contract Analysis/Surfactants	R	3/08/2022	1,676.09		011335		4,003.06
01681	DataMax Corporation							
I-12245	Collections Feb 2022	R	3/08/2022	5.00		011336		5.00
01859	JustTech LLC							
I-80576	Monthly usage chgs Feb 2022	R	3/08/2022	53.95		011337		53.95
01942	Elkins Municipal Building Comm							
I-1214756-11 031522	1214756-11#7 031522	R	3/08/2022	4,833.20		011338		4,833.20
02277	Vigilant Custom Creations							
I-004	Motorola XTL 5000 Base Radio	R	3/08/2022	2,000.00		011339		2,000.00
00711	Tygart Valley Transfer, Inc.							
I-00000567	Commercial	R	3/08/2022	186.79		011340		
I-00000578	Residential	R	3/08/2022	315.37		011340		
I-00000579	Residential	R	3/08/2022	427.45		011340		
I-00000581	Commercial	R	3/08/2022	417.89		011340		
I-00000600	Commercial	R	3/08/2022	348.39		011340		
I-00000604	Commercial	R	3/08/2022	138.14		011340		
I-00000614	Commercial	R	3/08/2022	189.40		011340		
I-00000621	Residential	R	3/08/2022	454.38		011340		
I-00000622	Residential	R	3/08/2022	503.90		011340		
I-00000623	Commercial	R	3/08/2022	518.67		011340		
I-00000646	Residential	R	3/08/2022	473.50		011340		
I-00000647	Residential	R	3/08/2022	543.00		011340		
I-00000648	Commercial	R	3/08/2022	527.36		011340		
I-00000659	Commercial	R	3/08/2022	239.79		011340		
I-00000661	Commercial	R	3/08/2022	468.28		011340		
I-00000665	Commercial	R	3/08/2022	148.56		011340		
I-00000672	Residential	R	3/08/2022	584.70		011340		
I-00000673	Commercial	R	3/08/2022	956.55		011340		
I-00000674	Residential	R	3/08/2022	675.06		011340		
I-00000686	Commercial	R	3/08/2022	27.80		011340		
I-00000689	Commercial/clean out	R	3/08/2022	71.70		011340		
I-00000693	Commercial/clean out	R	3/08/2022	190.73		011340		
I-00000697	Commercial/clean out	R	3/08/2022	376.65		011340		
I-00000705	Commercial/clean out	R	3/08/2022	151.63		011340		
I-00000708	Commercial	R	3/08/2022	259.77		011340		

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00000712	Residential	R	3/08/2022	693.30		011340		
I-00000713	Residential	R	3/08/2022	685.48		011340		
I-00000714	Commercial	R	3/08/2022	590.78		011340		
I-00000716	Commercial	R	3/08/2022	317.11		011340		
I-00000746	Residential	R	3/08/2022	400.52		011340		
I-00000749	Commercial	R	3/08/2022	375.32		011340		
I-00000750	Residential	R	3/08/2022	405.73		011340		
I-00000751	Residential	R	3/08/2022	26.06		011340		
I-00000760	Commercial	R	3/08/2022	74.72		011340		
I-00000765	Commercial	R	3/08/2022	275.41		011340		
I-00000774	Commercial	R	3/08/2022	242.40		011340		
I-00000785	Residential	R	3/08/2022	434.40		011340		
I-00000786	Residential	R	3/08/2022	569.06		011340		
I-00000787	Commercial	R	3/08/2022	490.00		011340		
I-00000803	Commercial	R	3/08/2022	553.43		011340		
I-00000821	Residential	R	3/08/2022	483.05		011340		
I-00000822	Residential	R	3/08/2022	543.87		011340		
I-00000823	Commercial	R	3/08/2022	463.07		011340		
I-00000826	Commercial	R	3/08/2022	277.15		011340		
I-00000836	Commercial	R	3/08/2022	194.61		011340		
I-00000841	Commercial	R	3/08/2022	193.74		011340		
I-00000843	Commercial	R	3/08/2022	136.40		011340		
I-00000852	Commercial	R	3/08/2022	444.83		011340		
I-00000857	Residential	R	3/08/2022	548.21		011340		
I-00000858	Residential	R	3/08/2022	500.43		011340		
I-00000859	Commercial	R	3/08/2022	668.11		011340		
I-00000873	Commercial	R	3/08/2022	126.84		011340		
I-00000888	Residential	R	3/08/2022	688.09		011340		
I-00000890	Residential	R	3/08/2022	621.19		011340		
I-00000891	Commercial	R	3/08/2022	83.40		011340		
I-00000892	Commercial	R	3/08/2022	631.62		011340		
I-00000896	Commercial	R	3/08/2022	177.24		011340		
I-00000902	Commercial	R	3/08/2022	101.65		011340		
I-00000904	Commercial	R	3/08/2022	163.33		011340		
I-00000915	Residential	R	3/08/2022	431.79		011340		
I-00000916	Residential	R	3/08/2022	450.91		011340		
I-00000917	Commercial	R	3/08/2022	393.57		011340		
I-00000928	Commercial	R	3/08/2022	110.34		011340		
I-00000932	Commercial	R	3/08/2022	231.10		011340		
I-00000938	Commercial	R	3/08/2022	325.80		011340		
I-00000943	Commercial	R	3/08/2022	132.06		011340		
I-00000944	Residential	R	3/08/2022	20.00		011340		
I-00000946	Residential	R	3/08/2022	526.49		011340		
I-00000952	Residential	R	3/08/2022	461.33		011340		
I-00000953	Commercial	R	3/08/2022	495.22		011340		
I-00000979	Commercial	R	3/08/2022	414.42		011340		
I-00000998	Residential	R	3/08/2022	397.91		011340		
I-00000999	Commercial	R	3/08/2022	472.63		011340		

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00001000	Residential	R	3/08/2022	519.54		011340		
I-00001016	Commercial	R	3/08/2022	293.65		011340		
I-00001017	Commercial	R	3/08/2022	147.70		011340		
I-00001021	Commercial	R	3/08/2022	112.08		011340		
I-00001025	Residential	R	3/08/2022	538.66		011340		
I-00001028	Residential	R	3/08/2022	57.34		011340		
I-00001033	Commercial	R	3/08/2022	853.16		011340		
I-00001035	Residential	R	3/08/2022	584.70		011340		
I-00001045	Commercial	R	3/08/2022	119.89		011340		
I-00001079	Commercial	R	3/08/2022	182.45		011340		
I-00001080	Residential	R	3/08/2022	855.77		011340		
I-00001082	Residential	R	3/08/2022	676.80		011340		
I-00001083	Commercial	R	3/08/2022	737.61		011340		
I-00001086	Commercial	R	3/08/2022	219.81		011340		
I-00001106	Commercial	R	3/08/2022	121.63		011340		
I-00001114	Residential	R	3/08/2022	488.27		011340		
I-00001124	Residential	R	3/08/2022	530.84		011340		
I-00001125	Commercial	R	3/08/2022	599.47		011340		
I-00001127	Commercial	R	3/08/2022	120.76		011340		
I-00001136	Residential	R	3/08/2022	36.49		011340		
I-00001145	Commercial	R	3/08/2022	135.53		011340		
I-00001148	Commercial	R	3/08/2022	211.99		011340		
I-00001159	Residential	R	3/08/2022	523.02		011340		
I-00001160	Commercial	R	3/08/2022	564.72		011340		
I-00001173	Commercial	R	3/08/2022	343.18		011340		
I-00001174	Residential	R	3/08/2022	67.77		011340		
I-00001179	Truck 15-WWC	R	3/08/2022	20.00		011340		
I-00001191	Commercial	R	3/08/2022	198.09		011340		
I-00001192	Residential	R	3/08/2022	475.23		011340		
I-00001193	Residential	R	3/08/2022	491.74		011340		
I-00001194	Commercial	R	3/08/2022	532.57		011340		
I-00001211	Commercial	R	3/08/2022	148.56		011340		
I-00001229	Commercial	R	3/08/2022	186.79		011340		
I-00001233	Residential	R	3/08/2022	569.06		011340		
I-00001234	Residential	R	3/08/2022	616.85		011340		
I-00001235	Commercial	R	3/08/2022	859.24		011340		
I-00001253	Commercial	R	3/08/2022	119.89		011340		
I-00001259	Commercial	R	3/08/2022	480.45		011340		
I-00001283	Residential	R	3/08/2022	704.60		011340		
I-00001286	residential	R	3/08/2022	805.38		011340		
I-00001287	Commercial	R	3/08/2022	735.87		011340		
I-0001162	Residential	R	3/08/2022	602.95		011340		
I-0001177	Commercial	R	3/08/2022	185.92		011340		44,615.60

VENDOR SET: 01 Elkins
 BANK: Pool Pooled Cash
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01753	Fifth Third Bank							
	C-LAPoliceGear171881 CR - tax chgd on purchase	R	3/09/2022	10.50CR		011341		
	I-MC Stmt Pmt 022822 MasterCard Stmt Payment 022822	R	3/09/2022	57,162.32		011341		57,151.82
00140	City of Elkins							
	I-Sewer PJ Transfer transfer to Sewer Project	R	3/11/2022	29,173.00		011342		29,173.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	48	439,894.14	0.00	439,894.14
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	470.00	0.00	470.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: Pool TOTALS:	49	440,364.14	0.00	440,364.14
BANK: Pool TOTALS:	49	440,364.14	0.00	440,364.14

VENDOR SET: 01 Elkins

BANK: SEWPJ Sewer Project

DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00085	Burgess & Niple, Inc.							
I-1004355	professional services	R	3/11/2022	5,712.00		000081		
I-1004847	professional services	R	3/11/2022	1,363.13		000081		
I-1006823	professional services	R	3/11/2022	225.00		000081		
I-1007345	professional services	R	3/11/2022	2,448.00		000081		
I-1009881	professional services	R	3/11/2022	2,644.13		000081		12,392.26
00582	Region VII Plan. & Development							
I-424-2	contracted services	R	3/11/2022	3,134.84		000082		
I-424-3	contracted services	R	3/11/2022	13,646.42		000082		16,781.26

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	29,173.52	0.00	29,173.52
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: SEWPJTOTALS:	2	29,173.52	0.00	29,173.52
BANK: SEWPJ TOTALS:	2	29,173.52	0.00	29,173.52

VENDOR SET: 01 Elkins
 BANK: WATDP Water Depreciation
 DATE RANGE: 2/28/2022 THRU 3/11/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00900	National Road Utility Supply,							
I-325686	3-2" balls	R	3/02/2022	1,141.13		000040		
I-332690	18" plug	R	3/02/2022	1,300.00		000040		
I-332691	3-2" saddle straps	R	3/02/2022	722.07		000040		
I-332694	10-setters	R	3/02/2022	2,159.00		000040		5,322.20
00726	USA Blue Book							
I-875958	wrench, case	R	3/11/2022	770.90		000041		
I-875959	handle, socket set	R	3/11/2022	4,171.80		000041		
I-877400	handles, case	R	3/11/2022	733.75		000041		5,676.45
00900	National Road Utility Supply,							
I-332769	24" pipe	R	3/11/2022	5,000.00		000042		
I-332771	2" setter, w/cart	R	3/11/2022	3,725.76		000042		
I-332773	lids, valves, reducers	R	3/11/2022	2,201.26		000042		10,927.02

*** TOTALS ***

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	3	21,925.67	0.00	21,925.67
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: WATDP TOTALS:	3	21,925.67	0.00	21,925.67
BANK: WATDP TOTALS:	3	21,925.67	0.00	21,925.67
REPORT TOTALS:	57	506,334.26	0.00	506,334.26

SELECTION CRITERIA

VENDOR SET: 01-Elkins
VENDOR: ALL
BANK CODES: Exclude: PCARD
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 2/28/2022 THRU 3/11/2022
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

ORDINANCE 297

An Ordinance of the Common Council Of Elkins, West Virginia, Pursuant to Petition Filed By Robert L. Morris, Jr., Executive Director, On Behalf of The Randolph County Development Authority, Regarding Certain Tracts of Real Property In Leadsville District, Randolph County, Owned By the Randolph County Development Authority And Known And Identified as Area 1 and Area 2 On The Attached Plat, To Incorporate and Annex Such Property Into The City of Elkins Pursuant To West Virginia Code §8-6-4

WHEREAS, The Common Council of the City of Elkins has received a Petition from Robert L. Morris, Jr., Executive Director, on behalf of the Randolph County Development Authority (RCDA) requesting the City of Elkins to annex two tracts of real property namely Area 1 , 69.59 acres more or less and Area 2, 5.09 acres more or less, owned by the RCDA, located in Leadsville District, Randolph County and on a plat attached hereto and both tracts being more particularly described as follows:

AREA 1 – 69.59 ACRES ±
(Subject to 1.50 Acres for Route 21 R/W)

All that certain lot or parcel of real estate situate in Leadsville District, Randolph County, West Virginia, lying along the northeastern side of County Route 21, and to the east of County Route 21/5, more particularly bounded and described as follows:

Beginning at a point in the center of County Route 21, on the northwestern side of the WV State Rail Authority (454/608), thence with the center of County Route 21, for the following six (6) lines

N 52°32'00" W 503.05 feet to a point, thence with a curve to the left with an arc length of 365.46', a radius of 953.47', and a chord bearing

N 63°30'50" W 363.23 feet to a point, thence

N 74°29'40" W 80.65 feet to a point, thence

N 67°55'00" W 127.19 feet to a point, thence

N 56°31'00" W 73.25 feet to a point, thence

N 53°52'30" W 385.58 feet to a point, corner to other lands of I. O. O. F. (123/520), namely the RESERVED AREA as shown on the hereinafter referred to plat, thence leaving County Route 21, and running with the RESERVED AREA, for the following four (4) lines

N 25°00'00" E at 26.00 feet passing an iron rebar (set), online, in all 351.83 feet to an iron rebar (set), thence

N 38°00'00" W 374.86 feet to an iron rebar (set), thence

N 48°33'00" W 156.30 feet to an iron rebar (set), thence

N 64°30'00" W 97.42 feet to an iron rebar (set), corner to the RESERVED AREA, in a line of N/F City of Elkins (163/140, THIRD), flood control, thence with City of Elkins (163/140, THIRD), flood control

N 30°25'40" E 456.81 feet to an iron rebar (set), in a line of City of Elkins (163/140, THIRD), flood control, in a line of N/F City of Elkins (184/322) railroad grade, thence with the southern side of City of Elkins (184/322) railroad grade

S 81°52'20" E 1,564.86 feet to an angle iron (found), corner to City of Elkins (184/322) railroad grade, on the southwestern side of N/F WV State Rail Authority (454/608), tracks in use, corner to N/F James F. Wilson, Trustee (WB 23/667), thence leaving the City of Elkins and the Rail Authority, and running with Wilson, for two lines

S 07°37'15" W 229.29 feet to an iron rebar (set), thence

S 52°05'00" E 1,674.78 feet to a point in swamp, corner to Wilson, on the northwestern side of N/F WV State Rail Authority (454/608), from which an iron rebar (set), bears S 52°05'00" E 14.00 feet, thence with the northwestern side of WV State Rail Authority (454/608), tracks in use, for the following four (4) lines

S 70°56'00" W 46.40 feet to a point, thence with a curve to the right with an arc length of 123.08', a radius of 413.21', and a chord bearing

S 79°28'00" W 122.63 feet to a point, thence

S 88°00'00" W 334.23 feet to a point, thence with a curve to the left with an arc length of 981.19', a radius of 1,457.69', and a chord bearing

S 68°43'00" W 962.77 feet to a point, thence

S 49°26'00" W at 92.16 feet passing an iron rebar (set), on line, in all 126.51 feet to the point of beginning, containing 69.59 acres, more or less, subject to 1.50 acres, more or less, for County Route 21 right-of-way, as surveyed in December, 2021, by James Bruce Davis, W. V. P. S. #796, and as shown as AREA 1, on a plat attached hereto and made a part of this description.

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Being a part of the same real estate conveyed to The Independent Order of Odd Fellows of the State of West Virginia, by The Elkins Development Company, by Deed dated the 1st day of December, 1924, and recorded in the Office of the Clerk of the County Commission of Randolph County, West Virginia, in Deed Book 123 at page 520. Also being the same real estate conveyed to the Randolph County Development Authority, by the Grand Lodge of the Independent Order of Odd Fellows of West Virginia, by deed dated the 20th day of January, 2022 and of record in the aforesaid Clerk's Office in Deed Book 624 at page 181.

AREA 2 – 5.09 ACRES ±

All that certain lot or parcel of real estate situate in Leadsville District, Randolph County, West Virginia, lying to the north of County Route 21, and to the east of County Route 21/5, more particularly bounded and described as follows:

Beginning at an iron rebar (set), southeast of County Route 21/5, on the southwestern side of the Railroad, corner to N/F City of Elkins (163/140, THIRD), flood control, thence with the southwestern side of the Railroad

S 61°05'20" E 986.40 feet to a point, thence

S 64°10'00" E 102.64 feet to an iron rebar (set), on the southwestern side of the Railroad, corner to N/F City of Elkins (184/322), old railroad bed, thence with City of Elkins (184/322), old railroad bed

N 81°52'20" W 1,176.34 feet to an iron rebar (set), in a line of City of Elkins (184/322), old railroad bed, in a line of said City of Elkins (163/140, THIRD), flood control, thence with City of Elkins (163/140, THIRD), flood control

N 30°25'40" E 412.04 feet to the point of beginning, containing 5.09 acres, more or less, as surveyed in December, 2021, by James Bruce Davis, W. V. P. S. #796, and as shown as AREA 2, on a plat attached hereto and made a part of this description.

Being a part of the same real estate conveyed to The Independent Order of Odd Fellows of the State of West Virginia, by The Elkins Development Company, by Deed dated the 1st day of December, 1924, and recorded in the Office of the Clerk of the County Commission of Randolph County, West Virginia, in Deed Book 123 at page 520. Also being the same real estate conveyed to the Randolph County Development Authority, by the Grand Lodge of the Independent Order of Odd Fellows of West Virginia, by deed dated the 20th day of January, 2022 and of record in the aforesaid Clerk's Office in Deed Book 624 at page 181.

ORDINANCE 297

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WHEREAS, on February 2, 2022, at a regular meeting of the RCDA, the Board of Directors authorized Robert L. Morris, Jr., Executive Director, to file said Petition and execute any documents necessary to complete the request ; and

WHEREAS, West Virginia Code Chapter § 8-6-4 provides that annexation of additional territory may be had without a vote, if the Petition is filed with the City Council by a majority of the qualified voters of the additional territory to be annexed, and that the Petition to be annexed is filed by the majority of the freeholders of the additional property whether they reside or have a place of business therein or not; and

WHEREAS, it has been determined that Robert L. Morris, Jr. possesses the authority to act on behalf of the qualified voters and freeholders of the additional territory to be annexed, namely RCDA, which is the subject of the Petition; and

WHEREAS, the Common Council of the City of Elkins has determined that the aforementioned Petition from Robert L. Morris, Jr., Executive Director, on behalf of the RCDA, is sufficient in every respect, pursuant to West Virginia Code § 8-6-4, and that the territory to be annexed is contiguous to the current municipal boundaries.

NOW THEREFORE, be it ordained and enacted by the Common Council of the City of Elkins, West Virginia as follows:

- (1) That the above bounded and described tracts of real property, the boundaries of which are being reflected in a Plat attached hereto and made a part hereof, shall be annexed into the City of Elkins pursuant to the Petition filed by the RCDA and that the annexed area be designated as "D – Industrial " as contemplated by the current zoning use designations. The zoning use district assigned to the designated annexed area shall be shown on the official zoning map of the City of Elkins in the office of the City Clerk.
- (2) That upon passage of this Ordinance, a certificate finding that the Petition for Annexation is sufficient in every respect, shall be forwarded to the County Commission of Randolph County, West Virginia, pursuant to West Virginia Code § 8-6-4(g), notifying the Commission that it shall enter an order as described in West Virginia Code §8-6-3 describing the annexation of the additional territory to the corporate limits of the City of Elkins.

This Ordinance shall become effective upon passage.

PASSED AND APPROVED ON FIRST READING March 3, 2022.

PASSED AND APPROVED ON SECOND AND FINAL READING THIS _____
DAY OF _____, 2022

CITY OF ELKINS, WEST VIRGINIA

ORDINANCE 297

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

ORDINANCE 297

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**RANDOLPH
COUNTY**
WEST VIRGINIA

**DEVELOPMENT
AUTHORITY**
PLAN ■ INVEST ■ PROSPER

February 22, 2022

The Honorable Jerry Marco
Mayor, City of Elkins
401 Davis Avenue
Elkins, West Virginia 26241

Re: Annexation Request

Dear Mayor Marco,

On behalf of the Randolph County Development Authority, please accept this letter as our official "Petition" to request certain real estate owned by the Randolph County Development Authority be annexed into the corporate limits of the City of Elkins.

Enclosed herewith, please find a plat and two legal descriptions of the property we wish to annex. The parcels are identified on the plat as "Area 1" and "Area 2". During a regular meeting of the Randolph County Development Authority Board of Directors on February 2, 2022, I was authorized to file said petition and execute any documents necessary to complete the request and subsequent annexation. I hereby certify the Randolph County Development Authority is the only freeholder of the real estate included in this annexation request.

We appreciate your consideration of our request and look forward to working with you on this project. Should you have any questions or need additional information, please do not hesitate to contact me.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert L. Morris, Jr.", written over a horizontal line.

Robert L. Morris, Jr.
Executive Director

Enclosures

Cc: Jessica Sutton, Clerk

GRID NORTH

WESTBURN
1940/85

- △ CONCRETE MONUMENT FOUND
- ▲ IRON REBAR FOUND
- 3" IRON REBAR SET
- REFERENCE POINT

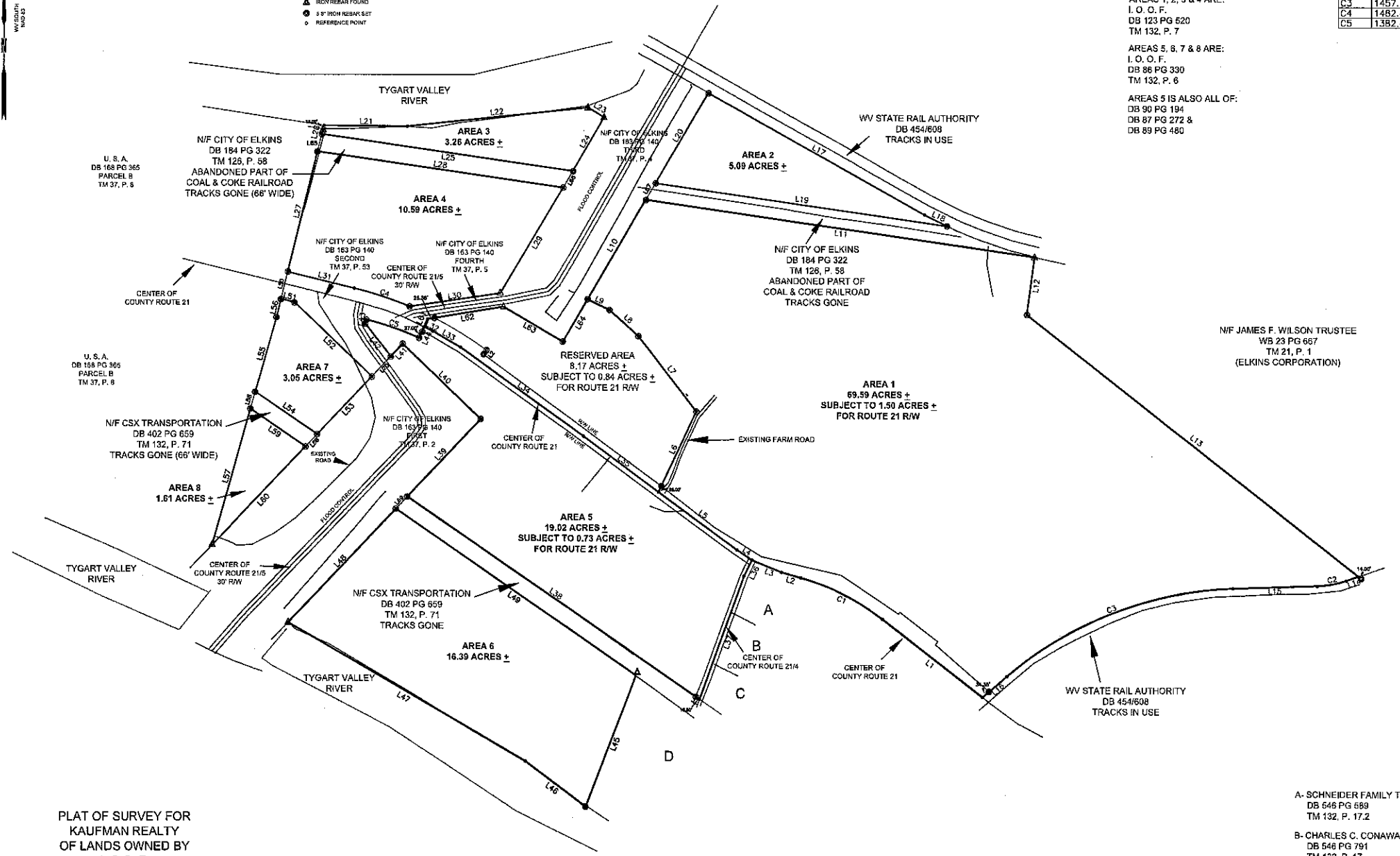
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	953.47	365.45	363.23	N 63°30'50" W	21°57'40"
C2	413.21	123.08	122.63	S 79°28'00" W	17°04'00"
C3	1457.69	981.91	952.77	S 68°31'00" W	36°54'00"
C4	1482.40	223.96	223.74	N 71°51'44" W	8°39'22"
C5	1382.40	225.00	224.75	S 71°15'55" E	9°19'32"

AREAS 1, 2, 3 & 4 ARE:
I. O. O. F.
DB 123 PG 620
TM 132, P. 7

AREAS 5, 6, 7 & 8 ARE:
I. O. O. F.
DB 86 PG 330
TM 132, P. 6

AREAS 5 IS ALSO ALL OF:
DB 90 PG 194
DB 87 PG 272 &
DB 89 PG 480

LINE	BEARING	DISTANCE
L1	S 52°32'00" W	503.05'
L2	N 74°29'40" W	80.65'
L3	N 67°55'00" W	127.19'
L4	N 56°31'00" W	73.25'
L5	N 53°52'30" W	385.58'
L6	N 25°00'00" E	351.83'
L7	N 38°00'00" W	374.86'
L8	N 48°33'00" W	156.30'
L9	N 64°30'00" E	97.42'
L10	N 30°25'40" E	456.81'
L11	S 81°52'20" E	1564.85'
L12	S 07°37'15" W	229.29'
L13	S 52°05'00" E	1674.78'
L14	S 70°58'00" W	46.40'
L15	N 86°00'00" W	334.23'
L16	S 49°28'00" W	1126.51'
L17	S 17°03'00" E	686.40'
L18	N 84°10'00" E	1102.64'
L19	N 81°52'20" W	1176.34'
L20	N 30°25'40" E	412.04'
L21	S 89°32'40" E	331.30'
L22	N 63°55'40" E	721.56'
L23	S 59°19'20" E	75.58'
L24	S 30°26'40" W	245.38'
L25	N 81°52'20" W	1007.83'
L26	N 13°39'20" E	34.96'
L27	N 13°39'20" E	488.37'
L28	S 81°52'20" E	985.87'
L29	S 30°26'40" W	484.52'
L30	S 81°32'30" W	365.79'
L31	N 76°11'30" W	279.40'
L32	S 65°04'00" E	35.08'
L33	S 80°05'45" E	134.31'
L34	S 44°29'15" E	603.30'
L35	S 53°52'30" E	387.17'
L36	S 26°51'00" W	70.53'
L37	S 19°48'00" W	516.18'
L38	N 55°40'30" W	1411.49'
L39	N 43°31'00" E	422.28'
L40	N 48°29'00" W	430.01'
L41	S 43°28'00" W	68.51'
L42	N 36°18'00" W	166.14'
L43	N 12°57'00" E	115.82'
L44	N 23°39'00" E	46.96'
L45	S 21°09'00" W	554.31'
L46	N 53°16'00" W	298.96'
L47	N 80°04'00" W	1090.68'
L48	N 43°31'00" E	618.62'
L49	S 55°40'30" E	1161.02'
L50	N 13°39'20" E	110.60'
L51	N 76°11'30" E	55.30'
L52	S 48°21'00" E	424.17'
L53	S 43°28'00" W	313.85'
L54	N 55°40'30" W	296.89'
L55	N 15°48'00" E	304.92'
L56	N 13°39'20" E	75.00'
L57	N 15°45'00" E	560.60'
L58	N 15°45'00" E	169.63'
L59	S 55°40'30" E	264.09'
L60	S 43°28'00" W	536.23'
L61	N 23°39'00" E	34.49'
L62	N 60°39'00" E	306.34'
L63	S 59°33'20" E	271.71'
L64	N 30°25'40" E	184.10'
L65	N 13°39'20" E	70.33'
L66	N 30°26'40" E	75.67'
L67	N 30°25'40" E	75.66'
L68	N 43°28'00" E	66.85'
L69	N 43°31'00" E	66.86'
L70	N 43°28'00" E	109.43'



PLAT OF SURVEY FOR
KAUFMAN REALTY
OF LANDS OWNED BY
I. O. O. F.
IN
LEADSVILLE DISTRICT RANDOLPH COUNTY
WEST VIRGINIA
SCALE: 1"=200' DECEMBER 20, 2021



JAMES BRUCE DAVIS, P.S. #786
JACKSON SURVEYING, INC.
2413 EAST PIKE STREET #112
CLARKSBURG, WV 26301
304-623-5851

- NOTES:
- NO ACCESS FROM PROPERTY TO COUNTY ROUTE 21/5
 - NO RIGHT-OF-WAY OF RECORD FOUND FOR AREAS 2, 3, 6, 7 & 8
 - PORTIONS OF PROPERTY ARE IN THE FLOOD ZONE
 - CONSTRUCTION EASEMENTS

- A- SCHNEIDER FAMILY TRUST
DB 546 PG 589
TM 132, P. 17.2
- B- CHARLES C. CONAWAY, II
DB 546 PG 791
TM 132, P. 17
- C- ROBERT HUTTON
DB 548 PG 373
TM 132, P. 17.1
- D- DOUGLAS & ELEANOR COPEMAN
IRREVOCABLE TRUST
DB 571 PG 304
TM 132, P. 16

DESCRIPTION OF SURVEY FOR
KAUFMAN REALTY
OF LANDS OWNED BY
I.O.O.F
AREA 1 – 69.59 ACRES ±
(SUBJECT TO 1.50 ACRES FOR ROUTE 21 R/W)

All that certain lot or parcel of real estate situate in Leadsville District, Randolph County, West Virginia, lying along the northeastern side of County Route 21, and to the east of County Route 21/5, more particularly bounded and described as follows:

Beginning at a point in the center of County Route 21, on the northwestern side of the WV State Rail Authority (454/608), thence with the center of County Route 21, for the following six (6) lines

N 52°32'00" W 503.05 feet to a point, thence with a curve to the left with an arc length of 365.46', a radius of 953.47', and a chord bearing

N 63°30'50" W 363.23 feet to a point, thence

N 74°29'40" W 80.65 feet to a point, thence

N 67°55'00" W 127.19 feet to a point, thence

N 56°31'00" W 73.25 feet to a point, thence

N 53°52'30" W 385.58 feet to a point, corner to other lands of I. O. O. F. (123/520), namely the RESERVED AREA as shown on the hereinafter referred to plat, thence leaving County Route 21, and running with the RESERVED AREA, for the following four (4) lines

N 25°00'00" E at 26.00 feet passing an iron rebar (set), on line, in all 351.83 feet to an iron rebar (set), thence

N 38°00'00" W 374.86 feet to an iron rebar (set), thence

N 48°33'00" W 156.30 feet to an iron rebar (set), thence

N 64°30'00" W 97.42 feet to an iron rebar (set), corner to the RESERVED AREA, in a line of N/F City of Elkins (163/140, THIRD), flood control, thence with City of Elkins (163/140, THIRD), flood control

N 30°25'40" E 456.81 feet to an iron rebar (set), in a line of City of Elkins (163/140, THIRD), flood control, in a line of N/F City of Elkins (184/322) railroad grade, thence with the southern side of City of Elkins (184/322) railroad grade

S 81°52'20" E 1,564.86 feet to an angle iron (found), corner to City of Elkins (184/322) railroad grade, on the southwestern side of N/F WV State Rail Authority (454/608), tracks in use, corner to N/F James F. Wilson, Trustee (WB 23/667), thence leaving the City of Elkins and the Rail Authority, and running with Wilson, for two lines

S 07°37'15" W 229.29 feet to an iron rebar (set), thence

S 52°05'00" E 1,674.78 feet to a point in swamp, corner to Wilson, on the northwestern side of N/F WV State Rail Authority (454/608), from which an iron rebar (set), bears S 52°05'00" E 14.00 feet, thence with the northwestern side of WV State Rail Authority (454/608), tracks in use, for the following four (4) lines

S 70°56'00" W 46.40 feet to a point, thence with a curve to the right with an arc length of 123.08', a radius of 413.21', and a chord bearing

S 79°28'00" W 122.63 feet to a point, thence

S 88°00'00" W 334.23 feet to a point, thence with a curve to the left with an arc length of 981.19', a radius of 1,457.69', and a chord bearing

S 68°43'00" W 962.77 feet to a point, thence

S 49°26'00" W at 92.16 feet passing an iron rebar (set), on line, in all 126.51 feet to the point of beginning, containing 69.59 acres, more or less, subject to 1.50 acres, more or less, for County Route 21 right-of-way, as surveyed in December, 2021, by James Bruce Davis, W. V. P. S. #796, and as shown as AREA 1, on a plat attached hereto and made a part of this description.

Being a part of the same real estate conveyed to The Independent Order of Odd Fellows of the State of West Virginia, by The Elkins Development Company, in a Deed dated the 1st day of December, 1924, and recorded in the Office of the Clerk of the County Commission of Randolph County, West Virginia, in Deed Book 123 at page 520.

DESCRIPTION WRITTEN 12-20-21, BY:

JAMES BRUCE DAVIS, W. V. P. S. #796

DESCRIPTION OF SURVEY FOR
KAUFMAN REALTY
OF LANDS OWNED BY
I.O.O.F
(AREA 2 – 5.09 ACRES ±)

All that certain lot or parcel of real estate situate in Leadsville District, Randolph County, West Virginia, lying to the north of County Route 21, and to the east of County Route 21/5, more particularly bounded and described as follows:

Beginning at an iron rebar (set), southeast of County Route 21/5, on the southwestern side of the Railroad, corner to N/F City of Elkins (163/140, THIRD), flood control, thence with the southwestern side of the Railroad

S 61°05'20" E 986.40 feet to a point, thence

S 64°10'00" E 102.64 feet to an iron rebar (set), on the southwestern side of the Railroad, corner to N/F City of Elkins (184/322), old railroad bed, thence with City of Elkins (184/322), old railroad bed

N 81°52'20" W 1,176.34 feet to an iron rebar (set), in a line of City of Elkins (184/322), old railroad bed, in a line of said City of Elkins (163/140, THIRD), flood control, thence with City of Elkins (163/140, THIRD), flood control

N 30°25'40" E 412.04 feet to the point of beginning, containing 5.09 acres, more or less, as surveyed in December, 2021, by James Bruce Davis, W. V. P. S. #796, and as shown as AREA 2, on a plat attached hereto and made a part of this description.

Being a part of the same real estate conveyed to The Independent Order of Odd Fellows of the State of West Virginia, by The Elkins Development Company, in a Deed dated the 1st day of December, 1924, and recorded in the Office of the Clerk of the County Commission of Randolph County, West Virginia, in Deed Book 123 at page 520.

DESCRIPTION WRITTEN 12-20-21, BY:
JAMES BRUCE DAVIS, W. V. P. S. #796

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1501)
March 17, 2022

***Approving "Full-Time Regular Employee" Status and
Confirming Compensation Level for [REDACTED]***

WHEREAS, as of March 6, 2022, [REDACTED] has completed his 90-day probationary period as a Sanitation Worker I; and,

WHEREAS, the wage associated with this position is \$10.39 per hour; and,

WHEREAS, Elkins City Code, §30.02 provides Council with the power to prescribe and set forth compensation paid in the annual budget or through other ordinance; and,

WHEREAS, West Virginia Code, §8-5-12 provides that every municipality shall by ordinance or budget fix or cause to be fixed the salary or compensation of every municipal officer and employee; and,

WHEREAS, sufficient funds are available within the appropriate accounts;

NOW, THEREFORE, BE IT RESOLVED, THAT:

The Common Council of the City of Elkins hereby confirms [REDACTED] as a Sanitation Worker I and, as of March 6, 2022, accords him the status of full-time regular employee; and,

FURTHER, confirms that his compensation in that position is \$10.39 per hour.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

**Elkins Common Council: Agenda Item Request
Personnel Action**

Name of Employee: _____

Requesting Administrative Officer (circle one):

Clerk Fire Chief Operations Manager Police Chief Treasurer

Requested Personnel Action (check one):

- New employee has completed probationary period and is recommended for full-time regular status
- Promoted/transferred employee has completed probationary period and is recommended for confirmation in new position
- Other (please describe in detail):

Employee's Direct Supervisor: Terrill Roth

Effective date of personnel action: 3/6/2022

Employee's title/dept. after action:

~~loader~~ Sanitation Worker I (JS)

Employee's current Grade: 3 and Step: 1 Wage: \$ 10.39

Employee's new Grade: _____ and Step: _____ Wage: \$ _____

Administrative Officer's signature: [Signature] Date: 3/7/22

****Route to Mayor****

Mayor's initials: [Signature]

Elkins City Clerk

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1502)
March 17, 2022

Reappointment of C. Preusch to the Elkins Water Board

WHEREAS, Charles Preusch's term on the Elkins Water Board is set to expire March 31, 2022; and,

WHEREAS, fellow Water Board members and the Common Council of the City of Elkins wish to reappoint Mr. Preusch for an additional four-year term beginning April 1, 2022; and,

WHEREAS, the incumbent wishes to continue to serve on the Elkins Water Board;

NOW, THEREFORE, BE IT RESOLVED, THAT:

The Elkins Common Council hereby reappoints Charles Preusch to the Elkins Water Board for a term to end on March 31, 2026.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1503)
March 17, 2022

Authorizing Submission of Application for Appalachian Regional Council Partnerships for Opportunity and Workforce and Economic Revitalization Grant, and Authorizing Execution Thereof

WHEREAS, the City of Elkins, West Virginia (“City”) has, per Resolution #1154, adopted the 2018 – 2023 Strategic Plan, including milestones and deadlines to serve as a guide in decision-making and resource assignment for the City; and,

WHEREAS, several Strategic Focus Areas within the Plan identify expansion of walking and biking paths, improvements to pedestrian access and cooperating to improve connections to nearby assets as goals of the city; and,

WHEREAS, the Appalachian Regional Council (“ARC”) has made available Partnerships for Opportunity and Workforce Economic Revitalization (“POWER”) funding to assist communities and regions affected by job losses due to the changing economies of America’s energy production; and,

WHEREAS, upon the recommendation of Elkins Area Shared Trails (“EAST”), a local conglomerate of interested organizations partnering to create increased and improved trail access, and the recommendation of the Finance Committee, the Common Council believes it is in the best interest of the citizens of Elkins to apply for this grant;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Common Council hereby endorses and supports submission of an application for the ARC POWER grant, and hereby authorizes Mayor Jerry A. Marco, or his designee, to receive and administer grant funds pursuant to the provisions of the ARC POWER grant program, if awarded.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1504)

March 17, 2022

Authorizing Submission of Proposal for Homeland Security Grant

WHEREAS, the Common Council of the City of Elkins recognizes the need to provide adequate and effective public safety services to its citizens; and,

WHEREAS, the West Virginia Emergency Management Division is collecting proposals for projects to be included in the FY 2022 State Homeland Security Grant federal application; and,

WHEREAS, the Elkins Police Department (“EPD”) and Elkins Fire Department (“EFD”) have identified needs in line with the national and state priority areas; and,

WHEREAS, Council’s Public Safety and Finance Committees recommend approval for the submission of proposals, as determined by the Police Chief and Fire Chief that best meet the needs of their respective departments; and,

WHEREAS, having reviewed and considered the intent, the Common Council believes that it would be in the best interest of the citizens of Elkins to submit proposals for consideration of inclusion in the State Homeland Security Grant federal application;

NOW THEREFORE BE IT RESOLVED, THAT:

The Elkins Common Council hereby authorizes the submission of proposals to the West Virginia Emergency Management Division for review and possible inclusion in the State Homeland Security Grant federal application.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1505)
March 17, 2022

***Authorizing Submission of an Application for
Rural Community Development Initiative Grant Funds,
and Authorizing Execution Thereof***

WHEREAS, the Common Council of the City of Elkins (“Council”) is committed to exploring all possibilities of available grant funding for use on projects to benefit the City of Elkins; and,

WHEREAS, it has been announced that FY 2022 United States Department of Agriculture (“USDA”) Rural Community Development Initiative (“RCDI”) grant funds are available; and,

WHEREAS, the Randolph County Housing Authority (“RCHA”) is coordinating multiple organizations within their footprint in the application for FY 2022 USDA RCDI funding; and

WHEREAS, the City does intend to be included in the RCHA application for USDA RCDI grant funds for use in supporting the UDSA goal of assisting local, rural labor markets’ recovery from the impacts of COVID-19 by ensuring sustainable single-family housing and rural development needs and increasing resilience to environmental impacts through economic support;

NOW THEREFORE BE IT RESOLVED, THAT:

the Elkins Common Council approves of and authorizes the submission of an application for FY 2022 USDA RCDI grant funds; and,

FURTHER, authorizes Mayor Jerry A. Marco, or his designee, to execute the application for the FY 2022 USDA RCDI grant funds on behalf of the City of Elkins.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

Goals, Benchmarks and Timeline

Organization: City of Elkins

Paragraph about your project and what you hope to achieve using RCDI (and match) funds:

The City of Elkins is looking to increase capacity within the code enforcement/building inspection/zoning department. This office currently staffs one person responsible for all these tasks. By increasing the size 100% the city can be more responsive and effective in maintaining and improving housing standards to increase resiliency. We can also continue to pair our efforts with other local organizations such as the Randolph County Housing Authority, the Home Ownership Center, Woodlands Development Group and Woodlands Builders, among others, to create opportunity for new or renovated single family housing.

Assisting recovery efforts from the COVID-19 pandemic and addressing ongoing needs of rural development and sustainability.

Goals and Benchmarks*	Activities	Timeframe By project Quarter**
Goal: Develop Capacity of Nonprofits & Local Government to Meet Rural Development Needs Created by the Impacts of COVID-19, by:		
Create new position within Operations Department	Draft a job description	Q1
	Advertise, screen, and hire for new position	Q1 – Q2
	Onboarding of new employee	Q2
	Shadow current employee	Q3 – Q4
	Identify training needs and provide opportunities	Q4 – Q5
	Isolate priorities to direct day to day work	Q6
	Ongoing prioritization and training	Q7 – Q10
Goal: Develop Capacity of Nonprofits & Local Government to Meet Identified Single-Family Housing Needs, by:		

Goal: Develop Economic Sustainability and Resilience of Nonprofits in the Region by:	

Training & Technical Assistance Requested		
Training Area:	Goal or Activity Training will support	Timeframe goal would be beneficial

*Benchmarks should be in the form of a SMART goal if possible. Benchmarks should be worded such that they are measurable and reflect a specific outcome that will be recognizable if the RCDC activities are successful.

**Project Quarters: for project starting January 1, 2023, through June 30, 2025

1. 1/1/23 – 3/31/23
2. 4/1/23-6/30/23
3. 7/1/23-9/30/23
4. 10/1/23-12/31/23
5. 1/1/24-3/31/24

6. 4/1/24-6/30/24
7. 7/1/24-9/30/24
8. 10/1/24-12/31/24
9. 1/1/25 – 3/31/25
10. 4/1/25-6/30/25

Name of Nonprofit or Local Government:

City of Elkins

RCDI 2022 Proposal

Draft Budget for Grant Funds and Match Funds For the period January 1, 2023 through June 30, 2025

Line Item: Staff (includes fringe costs)	Project			Documentation	Check
Code	Budget	RCDI	Match	Source of Match	
	112,500	56,250	56,250	COE General Fund	0
				Statement from City Treasurer (see attached)	0
					0
AmeriCorps/VISTA members					0
					0
					0
Contracted Staff					0
					0
					0
Consultants					0
					0
					0
Training & Travel					0
					0
					0
Program support					0
					0
					0
Equipment					0
office equipment	3,000	1,500	1,500	COE General Fund	0
				Statement from City Treasurer (see attached)	0
Total	115,500	57,750	57,750		0

USDA
Form RD 400-4
(Rev. 01-22)**ASSURANCE AGREEMENT**
(Under Title VI, Civil Rights Act of 1964)

The

(name of recipient)

(address)

As a condition of receipt of Federal financial assistance, you acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions of national laws and policies prohibiting discrimination, including but not limited to:

1. Title VI of the Civil Rights Act of 1964, as amended, which prohibits you from discriminating on the basis of race, color, or national origin (42 U.S.C. 2000d et seq.), and 7 CFR Part 15, 7 CFR 1901, Subpart E.

As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [in accordance with USDA RD LEP Guidance for RD Funded (Assisted) Programs]. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. You are encouraged to consider the need for language services for LEP persons served or encountered both in developing your budgets and in conducting your programs and activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>;

2. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating on the basis of sex in education programs or activities (20 U.S.C. 1681 et seq.) [as implemented by 7 CFR Part 15, 7 CFR 1901, Subpart E];

3. The Age Discrimination Act of 1975, as amended, which prohibits you from discriminating on the basis of age (42 U.S.C. 6101 et seq.) [as implemented by 7 CFR Part 15, 7 CFR 1901, Subpart E];

4. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits you from discriminating on the basis of disability (29 U.S.C. 794) [as implemented by 7 CFR Part 15, 7 CFR Part 15b, 7 CFR 1901, Subpart E];

5. Title VIII of the Civil Rights Act, which prohibits you from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 CFR part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units, i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators) be designed and constructed with certain accessible features, see 24 CFR Part 100.201; and

6. Titles II and III of the Americans with Disabilities Act, which prohibit you from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189), as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and 7 CFR Part 15, 7 CFR Part 15b, 7 CFR 1901, Subpart E.

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 0575-0018. Public reporting for this collection of information is estimated to be approximately 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are voluntary. However, in order to obtain or retain a benefit, the information in this form is required by 7 CFR 1901-E. Rural Development has no plans to publish information collected under the provisions of this program. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Rural Development Innovation Center, Regulations Management Division at ICRMTRequests@usda.gov.

You also acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions governing USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) access to records, accounts, documents, information, facilities, and staff :

1. You must cooperate with any compliance review or complaint investigation conducted by USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service).
2. You must give USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by Title VI, Title IX, Age, and Section 504 implementing regulations and other applicable laws or program guidance.
3. You must keep such records and submit to the responsible Department official or designee timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the responsible Department official or his designee may determine to be necessary to ascertain whether you have complied or are complying with relevant obligations.
4. You must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. Make available to users, participants, beneficiaries and other interested persons such information regarding the provisions of this agreement and the regulations, and in such manner as the Rural Development or the U.S. Department of Agriculture finds necessary to inform such persons of the protection assured them against discrimination.
6. If, during the past three years, you (the recipient) have been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, you must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements.
7. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against you, or you settle a case or matter alleging such discrimination, you must forward a copy of the complaint and findings to USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), Office of Civil Rights.

The United States has the right to seek judicial enforcement of these obligations.

You also acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions of program-specific nondiscrimination policy requirements found at CFR Part 15, 7 CFR Part 15 b, 12 CFR Part 202, 7 CFR 1901, Subpart E., DR4300-003, DR4330-0300, DR4330-005.

Period of Obligation

In the case of any service, financial aid, covered employment, equipment, property, or structure provided, leased, or improved with federal assistance extended to the Recipient by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), this assurance obligates the Recipient for the period during which federal assistance is extended. In the case of any transfer of such service, financial aid, equipment, property, or structure, this assurance obligates the transferee for the period during which federal assistance is extended. If any personal property is so provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Recipient for the period during which the federal assistance is extended to the Recipient by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service).

Employment Practices

Where a primary objective of the federal assistance is to provide employment or where the Recipient's employment practices affect the delivery of services in programs or activities resulting from federal assistance extended by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), the Recipient agrees not to discriminate on the grounds of race, color, national origin, sex, age, or disability, in its employment practices. Such employment practices may include, but are not limited to, recruitment, advertising, hiring, layoff or termination, promotion, demotion, transfer, rates of pay, training and participation in upward mobility programs; or other forms of compensation and use of facilities.

Data Collection

The Recipient agrees to compile and maintain information pertaining to programs or activities developed as a result of the Recipient's receipt of federal assistance from Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service). Such information shall include, but is not limited to the following: (1) the manner in which services are or will be provided and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination; (2) the population eligible to be served by race, color, national origin, sex, age, and disability; (3) data regarding covered employment including use or planned use of bilingual public contact employees serving beneficiaries of the program where necessary to permit effective participation by beneficiaries unable to speak or understand English; (4) the location of existing or proposed facilities connected with the program and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination; (5) the present or proposed membership by race, color, national origin, sex, age and disability in any planning or advisory body which is an integral part of the program; and (6) any additional written data determined by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) to be relevant to the obligation to assure compliance by recipients with laws cited in this assurance agreement.

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations as herein described, that the information submitted in conjunction with this Document is accurate and complete, and that the recipient is in compliance with the nondiscrimination requirements set out above.

Rights and remedies provided for under this agreement shall be cumulative.

In witness whereof, _____ on this
(name of recipient)

date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(S E A L)

Recipient

Date

Attest:

Title

Title

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1506)

March 17, 2022

***Approving Memorandum of Understanding between
22d Century Software Solutions, LLC dba GovTech Cloud and the City of Elkins
For the Provision of a Beta Software Pilot Program***

WHEREAS, the Common Council of the City of Elkins recognizes the need to provide adequate and effective public safety services to its citizens and to create efficiencies within each department; and,

WHEREAS, GovTech Cloud has offered an opportunity for the Elkins Police Department to participate in a beta software pilot program aimed at tracking firearms taken into evidence at no cost; and,

WHEREAS, Council's Public Safety and Finance Committees recommend approval of the Memorandum of Understanding ("MOU") with GovTech (attached) for the services identified within; and,

WHEREAS, the Common Council believes that it would be in the best interest of the citizens of Elkins to enter into the MOU as presented;

NOW THEREFORE BE IT RESOLVED, THAT:

The Elkins Common Council hereby authorizes the acceptance of the Memorandum of Understanding with GovTech Cloud, and authorizes Jerry A. Marco, or his designee, to execute the agreement on behalf of the City of Elkins.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

MEMORANDUM OF UNDERSTANDING

**BETWEEN
22d CENTURY SOFTWARE SOLUTIONS, LLC,
d/b/a GOVTECH CLOUD
AND
THE CITY OF ELKINS, WEST VIRGINIA
FOR THE PROVISION OF
A BETA SOFTWARE PILOT PROGRAM**

This Memorandum of Understanding is entered into by and between 22d CENTURY SOFTWARE SOLUTIONS, LLC, D/B/A GOVTECH CLOUD ("Govtech Cloud") and the CITY OF ELKINS, a municipal corporation organized and existing under the laws of the State of West Virginia, (hereinafter "City"), by and through the Elkins Police Department (hereinafter "PD"), hereinafter referred to collectively as the "Parties". In consideration of the mutual promises, covenants and conditions hereinafter contained herein, Govtech Cloud and the City agree to fully and faithfully abide by and be bound by the following terms and conditions:

- 1. Beta License Grant and Fees.** As used in this MOU, "Agreement" means these Terms and Conditions, together with the applicable "Beta License Order." During the term of the Beta Order, Govtech Cloud grants PD ("Subscriber") a Beta License Order which is a nonexclusive, nontransferable, non-assignable license to use the Beta Software described therein for its own law enforcement purposes, without the further right to sublicense, distribute, transfer or transmit the Beta Software. All licenses granted are for use of the Beta Software in object code format only. Subscriber agree not to (i) reverse assemble, decompile, or otherwise translate, or use, copy, modify, or distribute the Beta Software; or (ii) charge, or allow others to charge, any third party for use of the Beta Software. Subscriber acknowledges that third party commercial technology ("Embedded Technology") may be embedded or otherwise delivered with the Software (e.g. Imageware facial, palm, and voice recognition technology). Subscriber may only use such Embedded Technology as integrated with the Software and subject to any additional terms set forth in the Agreement. Govtech Cloud, its affiliates and its licensors are the owners of all intellectual property rights in the Beta Software and reserves all rights therein. Subscriber owns and retains all rights, title and interest in and to all data placed into the Beta Software.
- 2. Term and Termination.** This MOU shall become effective on the date of execution by the Parties and terminate eighteen (18) months thereafter. Either party may terminate the Agreement upon thirty (30) days written notice to the other party for any reason, with or without cause, or upon ten (10) days written notice in the event of a material breach by the other party of the terms of this Agreement, and the other party fails to cure such breach within the ten (10) day notice period. Upon the expiration of the Beta License Order term or termination of the Agreement, all rights and licenses granted to Subscriber hereunder shall terminate immediately and Subscriber shall (i) cease all use of the Beta Software; and (ii) delete all copies of the Beta Software in its possession. Upon Govtech Cloud's request, Subscriber will also provide Govtech Cloud with a signed written statement certifying that it has deleted all Beta Software.
- 3. Disclaimer of Warranty.** Subscriber acknowledges and agrees that the Beta Software is under development and is not currently a generally-available product. As a result, GovTech Cloud provides the Beta Software and any services "AS IS," and without any warranties, express or implied, of any kind. Without limiting the foregoing, any implied warranty or condition of merchantability or fitness for a particular purpose is expressly excluded and disclaimed.
- 4. Intellectual Property Indemnity.** Govtech Cloud shall defend, indemnify and hold harmless, at its sole cost and expense, any third party claim against Subscriber for alleged violation, infringement or misappropriation of any patent, copyright, or trade secret based on the Beta Software as provided by Govtech Cloud (each a "Claim"). In the event of a Claim, Govtech Cloud shall have the right to immediately terminate the Beta Software license granted

under this Agreement without penalty. Govtech Cloud shall defend, indemnify and hold harmless Subscriber against and from any and all liabilities, suits, damages, claims, demands, and expenses (including, without limitation, reasonable attorneys' fees), arising out of or in conjunction with any such Claim. The foregoing states Subscriber's sole remedy and Govtech Cloud's sole liability relating to any Claim. Claims shall not be subject to the limitation of liability set forth in Section 5 below.

5. **LIMITATION OF LIABILITY.** EXCEPT FOR SUMS PAYABLE PURSUANT TO GOVTECH CLOUD'S INDEMNITY OBLIGATION ABOVE: (I) IN NO EVENT SHALL GOVTECH CLOUD BE LIABLE FOR ANY INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES BASED ON ANY THEORY OF CONTRACT, TORT, STRICT LIABILITY, NEGLIGENCE, OR OTHERWISE, EVEN IF GOVTECH CLOUD HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND (II) DAMAGES THAT EXCEED THE GREATER OF FIVE THOUSAND DOLLARS (\$5,000.00) OR ALL AMOUNTS PAID HEREUNDER.

6. **General Provisions.** The Agreement supersedes in full all prior discussions and agreements, oral and written, between the parties and constitutes the entire understanding of the parties relating to the subject matter hereof. Subscriber may not assign, sublicense, or otherwise transfer this Agreement or the license granted to Subscriber herein, or any of its rights or obligations under this Agreement, to any party without the prior written consent of Govtech Cloud, which consent shall not be unreasonably withheld. This Agreement shall be binding upon and inure to the benefit of the parties, their legal representatives, permitted transferees, successors and assigns as permitted by this Agreement. No delay or failure in exercising any right hereunder and no partial or single exercise thereof shall be deemed to constitute a waiver of such right or any other rights hereunder. No consent to a breach of any express or implied term of this Agreement shall constitute a consent to any prior or subsequent breach. If any provision hereof is declared invalid by a court of competent jurisdiction, such provision shall be ineffective only to the extent of such invalidity, so that the remainder of that provision and all remaining provisions of this Agreement shall be valid and enforceable to the fullest extent permitted by applicable law.

7. **Notice.** It is understood and agreed amongst the Parties that written notice shall be mailed or hand delivered to the addresses set forth below, and shall be deemed to have been served and given (the "effective date"): (a) if delivered by hand, to the address listed below, on the date received; or (b) if delivered by U.S. Mail, and sent by certified mail, return receipt requested, on the date received. The Parties designate the following addresses for notice:

For City of Elkins:

Mayor Jerry A. Marco
Elkins Police Department: Chief Travis Bennett
Email: jmarco@cityofelkinswv.com
tbennett@cityofelkinswv.com
Telephone: (304) 636-1414
Mailing address: 401 Davis Avenue, Elkins, WV 26241

For Govtech Cloud:

Caroline Rist
Vice President, Compliance
Caroline.rist@tscti.com
(703) 479-8222
8251 Greensboro Drive, Suite 900
McLean, VA 22102

Either party may at any time designate a different address and/or contact person by giving written notice as provided above to the other party. Such notices shall be deemed given upon receipt by the addressee.

8. **Ownership of Documents.** Govtech Cloud understands and agrees that any information, document, report or any other material whatsoever, including but not limited to database records and/or forms, or which is otherwise obtained or prepared by Govtech Cloud pursuant to or under the terms of this Agreement is and shall at all times remain the property of the City. Govtech Cloud agrees not to use any such information, document, report or use such material for any other purpose whatsoever without the written consent of City, which may be withheld or conditioned by the City in its sole discretion.

9. **Public Records.**

a. Govtech Cloud understands that the public shall have access, at all reasonable times, to all documents and information pertaining to City Agreements, subject to the provisions of the applicable law in the West Virginia Code, and agrees to allow access by the City and the public to all documents subject to disclosure under applicable laws. Govtech Cloud's failure or refusal to comply with the provisions of this section shall result in the immediate cancellation of this Agreement by the City.

b. Govtech Cloud shall additionally comply with the applicable law in the West Virginia Code, including without limitation: (1) keep and maintain public records that ordinarily and necessarily would be required by the City to perform this service; (2) provide the public with access to public records on the same terms and conditions as the City would at the cost provided by the applicable law in the West Virginia Code, or as otherwise provided by law; (3) ensure that public records that are exempt or confidential and exempt from disclosure are not disclosed except as authorized by law; (4) meet all requirements for retaining public records and transfer, at no cost, to the City all public records in its possession upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from disclosure requirements; and, (5) provide all electronically stored public records that must be provided to the City in a format compatible with the City's information technology systems. Notwithstanding the foregoing, GovTech Cloud shall be permitted to retain any public records that make up part of its work product solely as required for archival purposes, as required by law, or to evidence compliance with the terms of the Agreement.

c. If Govtech Cloud has questions regarding the application of the applicable law in the West Virginia Code, to any duty to provide public records relating to this Agreement as a public contract, please contact the City's custodian of public records at telephone number (304) 636-1414; email: tbennett@cityofelkinswv.com; mailing address: Office of the City Attorney, c/o Elkins Police Department, 401 Davis Avenue, Elkins, WV 26241; or the PD's contact representative.

Govtech Cloud's obligations under this Section shall survive the termination/expiration of this Agreement.

10. **No Third-Party Beneficiaries.** There are no express or implied third-party beneficiaries to this Agreement.

11. **Assignment.** This Agreement shall not be assigned by Govtech Cloud, in whole or in part, without the prior written consent of the City, by resolution of the City Council, which may be withheld or conditioned, in the City's sole discretion.

12. **Amendments.** Any alterations, amendments, variations, modifications, extensions or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, duly approved and signed by all Parties hereto. Approval of any amendment, alteration, variation, modification, extension or waiver of provisions by the City can only be effected by duly enacted resolution of the City Council.

13. **Autonomy & Independence.** The Parties agree that this Agreement does not create or recognize any partnership, joint venture, or any other kind of organizational relationship among the Parties hereto. Each Party hereto acknowledges the independence and autonomy of the other Party hereto.

14. **Compliance with Federal, State and Local Laws.** Govtech Cloud understands that agreements between private entities and local governments are subject to certain laws and regulations, including laws pertaining to public records, conflict of interest, record keeping, etc. City and Govtech Cloud agree to comply with and observe all applicable federal, state and local laws, rules, regulations, codes and ordinances, as they may be amended from time to time.

15. **Miscellaneous Provisions.**

- a. This Agreement shall be construed and enforced according to the laws of the State of West Virginia.
- b. Title and paragraph headings are for convenient reference and are not a part of this Agreement.
- c. No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision hereof, and no waiver shall be effective unless made in writing.
- d. Should any provision, paragraph, sentence, word or phrase contained in this Agreement be determined by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable under the laws of the State of West Virginia or the City, such provision, paragraph, sentence, word or phrase shall be deemed modified to the extent necessary in order to conform with such laws, or if not modifiable, then same shall be deemed severable, and in either event, the remaining terms and provisions of this Agreement shall remain unmodified and in full force and effect or limitation of its use.
- e. It is agreed that this Agreement was the product of arms-length give-and- take negotiation, and that its terms were drafted jointly, such that if construction of any term is necessary, it shall not be construed for or against either party as the drafter.

16. **Counterparts; Electronic Signatures.** This Agreement and any amendments hereto may be executed in several counterparts, and all or any of such counterparts taken together shall be deemed to constitute one and the same instrument. An executed facsimile or electronic scanned copy of this Agreement shall have the same force and effect as an original. The Parties shall be entitled to sign and transmit an electronic signature on this Agreement (whether by facsimile, PDF, or other email transmission), which signature shall be binding on the Party whose name is contained therein. Any Party providing an electronic signature agrees to promptly execute and deliver to the other Party an original signed Agreement upon written request.

[Signatures follow on the next page]

IN WITNESS HEREOF THE PARTIES HERETO HAVE CAUSED TO BE EXECUTED BELOW THE SIGNATURES OF THE AUTHORIZED REPRESENTATIVES OF THE PARTIES HERETO WHO ARE FULLY AND DULY AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF THE RESPECTIVE PARTIES HERETO:

CITY OF ELKINS:

**22d CENTURY SOFTWARE SOLUTIONS, LLC,
d/b/a GOVTECH CLOUD**

JERRY A. MARCO
MAYOR
CITY OF ELKINS, WEST VIRGINIA

CAROLINE RIST
VICE PRESIDENT, COMPLIANCE

Date: _____

Date: _____

Attest:

JESSICA R. SUTTON
CITY CLERK

**APPROVED AS TO FORM
AND CORRECTNESS:**

**APPROVED AS TO INSURANCE
REQUIREMENTS:**

GERALDINE S. ROBERTS
CITY ATTORNEY

RISK MANAGEMENT

**GovTech Cloud
Beta License Order**

This Beta License Order (“Order”) is made as of March __, 2022 (the “Order Effective Date”) by and between **22d Century Software Solutions, LLC, d/b/a GovTech Cloud (“GovTech Cloud”)**, with its principal place of business at 8 The Green, STE A, Dover, DE 19901, and the **City of Elkins** on behalf of the Elkins Police Department (“Subscriber”), with its headquarters at (INSERT).

Subscriber Business Contact Information		
Name: Chief Travis Bennett	Procurement Officer, PD	
Email/Phone:	tbennett@cityofelkinswv.com	(304) 636-1414

Order Information:			
Order Number:	01		
Term:	18 months from the Order Effective Date		
Beta Software Licensed:	Law Enforcement Case Tracking (the “Software”)		
Subscription Fees:	\$0 – waived. After the term of this Order, Subscriber may purchase the Software directly from GovTech Cloud or GovTech Cloud will work with Subscriber to utilize Subscriber’s Simplified Acquisition policy to keep pricing below required budget threshold.		

Additional Terms:

- Subscriber agrees to provide information and support for GovTech Cloud to integrate the Software with existing CAD/RMS and other system vendors as detailed below:

- A, CAD/RMS
- B, Evidence Systems

GovTech Cloud agrees and acknowledges that any integration of applications where Criminal Justice Information Services (CJIS) is shared or moved to GovTech Cloud shall require compliance of all regulatory requirements prior to Subscriber sharing any data. Such requirements include compliance with the appropriate West Virginia Department of Law Enforcement Criminal Justice Information Services security policy as well as industry standard best practices for the protection and sharing of data.

- Subscriber also agrees to allow GovTech Cloud to identify Subscriber as a user of the Software in its responses to other RFP’s or work requiring references, marketing materials and on website <https://govtech.cloud> upon successful implementation.

3. This Order is governed by the Beta Software Terms and Conditions located at <https://govtech.cloud/termsfuse>. This Order and the Beta Software Terms and Conditions (collectively the "Agreement") comprise the entire agreement between Subscriber and GovTech Cloud regarding the subject matter contained herein. The Agreement may only be modified in a writing executed by both parties. The Agreement will be governed by the laws of the State of West Virginia.
4. This Order includes use of Imageware's biometrics authentication product at no additional cost to Subscriber.

By signing below, the parties acknowledge that they have read, understand and agree to be bound by this Order and the Beta Software Terms and Conditions, and that the individual signing below is authorized to execute this Agreement on behalf of the party.

22d Century Software Solutions, Inc.

City of Elkins, West Virginia

By: _____

By: _____

Name: _____

Name: Travis Bennett

Title: _____

Title: Chief

Date: _____

Date: _____

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1507)
March 17, 2022

***Authorizing the Creation of Fund #036 for the Purpose of
Administering Revenues and Expenditures of the Elkins Fire Department***

WHEREAS, West Virginia Code Section Two, Article Nine, Chapter six (§6-9-2) authorizes the State Auditor (“Auditor”), as Chief Inspector, to formulate, prescribe and install a system of accounting for local governments; and,

WHEREAS, West Virginia Code Section Two, Article Nine, Chapter six (§6-9-2) also charges the Auditor the responsibility of overseeing and conducting audits on local governments; and,

WHEREAS, the Treasurer of the City of Elkins is required by City Code to administer the funds of the City held for various purposes in accounts established at financial institutions; and,

WHEREAS, the Finance Committee for the City of Elkins, in consultation with the City Treasurer, recommends the creation of Fund #036 for the purpose of administering all revenues and expenditures of the Elkins Fire Department; now, **therefore, be it**,

RESOLVED, that the Treasurer is authorized to establish a special revenue fund and a separate bank account for the City of Elkins to administer all funds that are received and expended by the Elkins Fire Department effective immediately.

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV**A RESOLUTION OF COMMON COUNCIL**

(#1508)
 March 17, 2022

Approving Transfer of Funds from the Financial Stabilization Account

WHEREAS, the City of Elkins has previously prepared and submitted its General Fund Budget for the Fiscal Year 2022; and,

WHEREAS, included in the FY22 budget is Fund 003 (Financial Stabilization); and

WHEREAS, the Finance Committee has recommended revisions to said Budget as shown;

Amount	From Fund No.	Fund Name	To Fund No. Account No.	Fund Name
\$200,000	003	Fin. Stabilization	001 750-341-0001	General Fund Paving

NOW, THEREFORE, BE IT RESOLVED, THAT:

The Common Council of the City of Elkins hereby approves the transfer of funds from the Financial Stabilization Account (003) to other funds as indicated above.

 Jerry A. Marco, Mayor

Attest:

 Jessica R. Sutton, City Clerk



P.O. BOX 388 • ELKINS, WV 26241 • OFFICE: (304) 636-1824 • FAX: (304) 636-4020 • WWW.FORESTFESTIVAL.COM

March 4, 2022

Jerry A. Marco
Mayor
City of Elkins
401 Davis Avenue
Elkins, WV 26241

Dear Mayor Marco:

The Mountain State Forest Festival will be celebrating October 1 through October 9, 2021. On behalf of the Festival Board of Directors, I am requesting a letter of endorsement, from the City of Elkins, which we may use to obtain our ABC licensure. The license we are seeking will be a 10-day Fair and Festival License, the same license we have received in the past years, which will cover all our events.

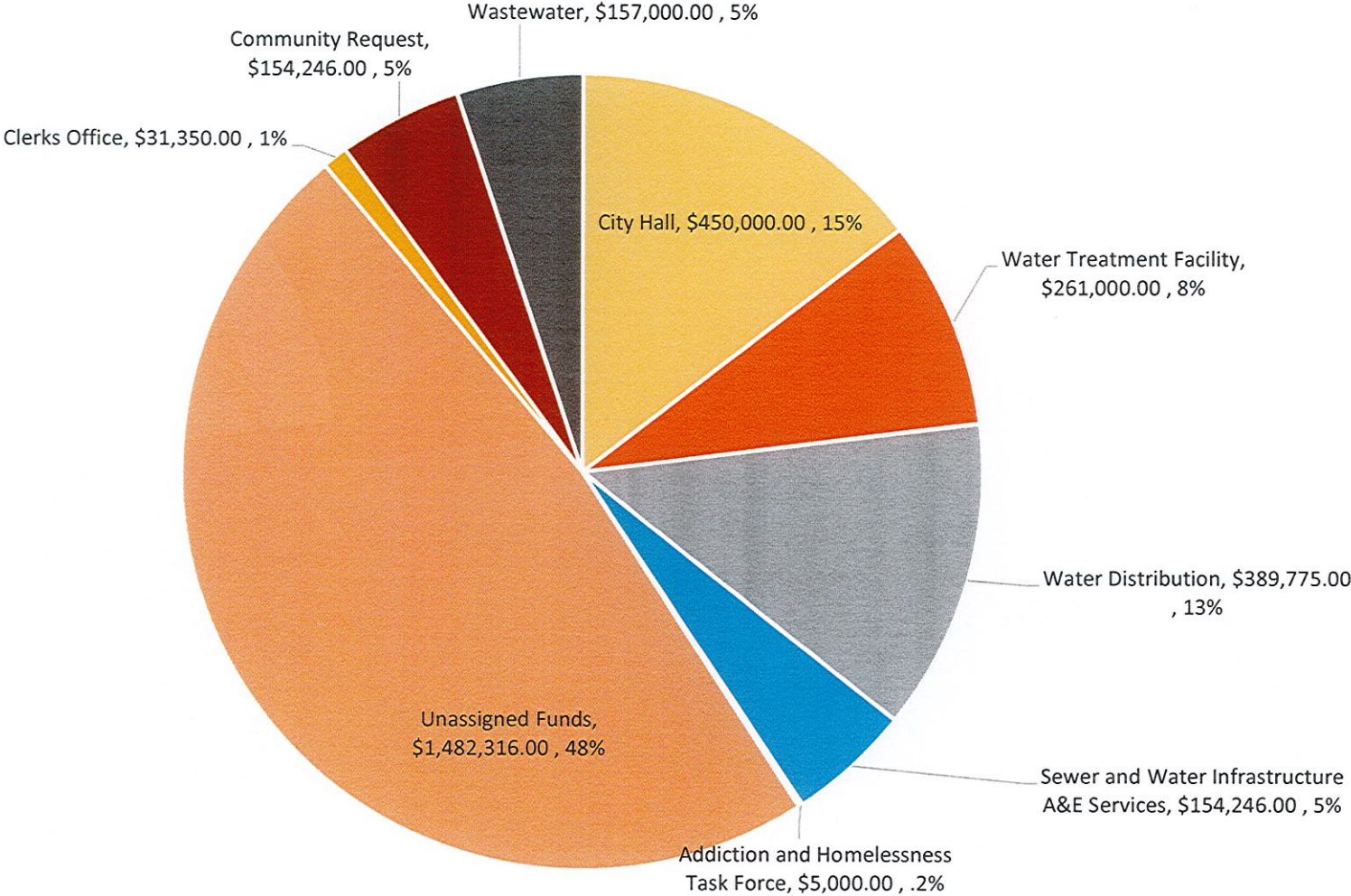
If you have any questions or require further details please contact me at the office, Monday through Friday, 9:00 am to 1:00 pm. Thank you in advance for your assistance and I look forward to hearing from you soon.

Sincerely,

Stacy Schulman
Executive Director



Use of ARPA Funds Breakdown (\$3,084,933.00)



AD-HOC ARPA ADVISORY COMMITTEE MEETING MINUTES

*401 Davis Avenue
City Hall, Council Chambers
March 10, 2022
1:00 p.m.*

Present were Committee Members: M. Hinchman; D. Parker; and R. Chenoweth

Also present were: Mayor J. Marco; Operations Manager J. Sanson; Treasurer T. Judy, City Attorney G. Roberts; Chief Wastewater Operator W. Hymes; Chief Water Operator W. Lambert; and City Clerk J. Sutton

Councilors M. Cuonzo and N. Bross-Fregonara were absent

MINUTES

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE NOVEMBER 10, 2022, MEETING.**
The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 14, 2022, MEETING.**
The motion carried.

NEW BUSINESS

Cm. Chenoweth, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL TO DEDICATE \$45,000 IN ARPA FUNDS, IN ADDITION TO THE \$55,000 IN ARPA FUNDS PREVIOUSLY APPROVED BY, TO UPGRADE THE WASTEWATER TREATMENT FACILITY SCADA SYSTEM.** The motion carried.

Cm. Parker, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL TO DEDICATE A TOTAL OF \$31,000 OF ARPA FUNDS TO THE ELKINS PARKS, INCLUDING \$9,000 FOR A REPLACEMENT SEWAGE PUMP AT RIVERBEND PARK AND \$22,000 FOR RUBBER MULCH AT ALL PARKS EXCEPT CITY PARK.** The motion carried. Parks Director T. Tesar noted that rubber mulch for the City Park will be paid for from their recently received bequest.

Cm. Parker, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL TO DEDICATE \$9,709.00 IN ARPA FUNDS TO DAVIS MEDICAL CENTER FOR THE PURCHASE OF 200 RESPIRATORS.** The motion carried.

ANNOUNCEMENTS

The committee is scheduled to meet again on March 22, 2022, at 1:00 p.m. to review the community request applications.

Recommendations

DRAFT

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

The meeting adjourned at 1:49 p.m.

The foregoing minutes were approved at the meeting of _____, 2022

Name & Title

Signature



January 25, 2022

Councilor M. Hinchman, Chair
Councilors N. Bross-Fregonara, D. Parker, R. Chenoweth, and M. Cuonzo
Elkins City Council Ad-hoc ARPA Committee
Elkins City Hall
401 Davis Ave
Elkins, WV 26241

Dear Councilors:

With the continuing demands of the coronavirus pandemic, Davis Medical System's capacity to protect and serve our patients, employees, and community is at risk. Paramount to infection control is the provision of safe, breathable air for our patient-facing healthcare workers.

Traditionally, DMC has used PAPR (powered air-purifying respirator) devices which filter ambient air. Our current model was discontinued in 2017, and technical support and servicing was stopped in 2019. During the pandemic we have been manufacturing battery packs ourselves and modifying the current hoods to use with the old model. We must retire the old model as soon as possible, but to replace fifty (50) or more PAPR devices would cost nearly \$100,000.

Many healthcare facilities are converting to reusable half face respirators in lieu of traditional PAPRs. These devices are simple to handle and more comfortable to the wearer. Each respirator is sized to the individual and features soft, lightweight design and a twin filter providing lower breathing resistance, a more balanced fit, and an improved field of vision. The respirator also allows for cost effective replacement filters.

Davis Medical Center plans to assign a personal respirator to each direct care employee and maintain sufficient replacement filters in stock. To provide 200 respirators, exhalation valves, and reusable (cleanable) filters will cost approximately \$9,709.00. We respectfully ask that the Elkins City Council Ad-Hoc ARPA Committee allocate this amount from the funds received by the City of Elkins.

We believe this request aligns with the U.S. Treasury's Guidelines for use of ARPA/State and Local Coronavirus Fiscal Recovery Funds as the monies will be used to meet immediate pandemic response needs and promote long-term recovery for Davis Medical Center, ensuring access to essential medical services and enhancing health care capacity through the provision of personal protective equipment.

Thank you for your time and consideration. Do not hesitate to contact us if we can provide additional information or facilitate your consideration of our request in any way.

Sincerely,

A handwritten signature in black ink, appearing to read "M. L. Bell", with a long horizontal line extending to the right.

Michael L. Bell
Executive Director

Cc: Jessica R. Sutton, Elkins City Clerk

Organization	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023-Requested	FY2023-Recommended	FY22 to FY23 changes
Airport Authority	\$25,000.00	\$24,000.00	\$20,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$24,000.00	\$5,000.00	-\$14,000.00
Animal Control	\$14,500.00	\$12,000.00	\$8,000.00	\$7,500.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$5,000.00	-\$2,000.00
Appalachian Forest Heritage	\$6,000.00	\$5,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$2,000.00	-\$4,000.00
Arts Center	\$5,000.00	\$4,500.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$3,000.00	-\$2,000.00
Chamber of Commerce-Events	\$9,500.00	\$4,500.00	\$3,500.00	\$3,000.00	\$2,500.00	\$2,000.00	\$2,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$7,500.00	\$2,500.00	-\$3,500.00
Chamber of Commerce-Fireworks	\$3,500.00	\$3,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00					
Chamber of Commerce-St. Machines	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Chamber of Commerce-light contest													\$0.00
Child Advocacy Center	\$1,500.00	\$1,400.00	\$2,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Civil War	\$400.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$400.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Country Roads Transit	\$15,000.00	\$14,000.00	\$11,500.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$19,000.00	\$5,000.00	-\$9,000.00
Elkins Main Street	\$8,600.00	\$15,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$5,000.00	-\$15,000.00
Health Department	\$15,000.00	\$12,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$10,000.00	\$4,000.00	\$0.00
Historic Landmarks Commission	\$7,000.00	\$6,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$1,500.00	-\$2,500.00
Kump House	\$3,000.00	\$2,500.00	\$2,658.00	\$2,658.00	\$3,000.00	\$3,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$8,000.00	\$2,500.00	-\$3,500.00
Library	\$20,000.00	\$20,000.00	\$16,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$20,000.00	\$22,500.00	\$22,500.00	\$22,500.00	\$7,000.00	-\$15,500.00
Rand. Co. Development Authority	\$12,000.00	\$12,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$12,000.00	\$13,500.00	\$13,500.00	\$13,500.00	\$5,000.00	-\$8,500.00
Tree Board	\$3,000.00	\$2,900.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$5,200.00	\$5,200.00	\$5,200.00	\$5,200.00	\$2,000.00	-\$3,200.00
										\$135,200.00	\$155,700.00	\$52,500.00	-\$82,700.00
CVB/Welcome Center (50% H/M Tax)	\$74,700.00	\$67,500.00	\$80,000.00	\$82,500.00	\$93,300.00	\$90,000.00	\$92,750.00	\$96,000.00	\$95,250.00	\$70,500.00	\$80,050.00	\$80,050.00	\$9,550.00
Parks & Recreation (50% H/M Tax)	\$74,700.00	\$67,500.00	\$80,000.00	\$82,500.00	\$93,300.00	\$90,000.00	\$92,750.00	\$96,000.00	\$95,250.00	\$70,500.00	\$80,050.00	\$80,050.00	\$9,550.00
Parks & Recreation	\$125,300.00	\$132,500.00	\$120,000.00	\$127,500.00	\$131,700.00	\$135,000.00	\$155,963.00	\$197,713.00	\$205,546.00	\$205,546.00	\$225,746.00	\$225,746.00	\$20,200.00
Uncommitted Funds	\$22,500.00	\$20,500.00	\$12,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	\$446,200.00	\$428,500.00	\$392,658.00	\$393,358.00	\$416,000.00	\$412,200.00	\$439,863.00	\$512,613.00	\$531,246.00	\$616,946.00	\$541,546.00	\$438,346.00	-\$43,400.00

Not currently contributing to