

Proposed Minutes

**ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES**

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

Elkins Common Council met in regular session in the council chamber of city hall. Present were Mayor Jerry A. Marco; Councilpersons N.E. Bross-Fregonara, R.C. Chenoweth, M. D. Cuonzo, C.H. Friddle, III, J.A. Guye, C.J. Higgins, G.M. Hinchman, and C.C. Lowther; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Operations Manager J. Sanson; City Attorney G. S. Roberts; and External Affairs Specialist S.R. Stokes (acting as recording secretary).

Councilpersons D.C. Parker and L.H. Vest, and City Clerk J.R. Sutton were absent.

MINUTES

Cw. Cuonzo, **MOVED APPROVAL OF THE MINUTES OF THE MARCH 17, 2022, REGULAR MEETING.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE MARCH 22, 2022, SPECIAL CALL MEETING.** The motion carried.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Issued building permits
- Events
- Minutes of committee, commission, and board meetings

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

ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
220060	Higgins, Rebecca	307 Eleventh St	Replace Roof Shingles	10,000.00
220061	Mountain Valley Bank	317 Davis Ave	Windows	38,000.00
220062	Hymes, Tiffany	1522 S Davis Ave	Sidewalk	4,600.00

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ISSUED BUILDING PERMITS				
Permit	Applicant	Location	Description	Value
220063	Rector, Norma Jean	120 Westview Dr	Replace Roof Shingles	15,768.00
220064	Goodwin, Austin	316 Central St	Demolition of Burnt House	13,000.00
220065	Seneca Mall LLC	222 Davis Ave	Remodel Part of Second Floor	24,500.00
220066	Weese, Barbara	20 Moore St	Replace Roof Shingles	2,200.00
220067	Roy, Darlene	1716 Lavalette Ave	Replace Roof Shingles	6,000.00
220068	Schoonover, Charles	514 Wilson St	Demolition	1,000.00
220069	Hutton, Cody	608 Capitol St	Install New Vinyl Siding	5,000.00
220070	Phares, Edwin	100 Alexander Ave.	Replace Roof Shingles	12,921.00
220071	Harris, Donald & Linda	111 Valley Ct	Replace Roof Shingles	18,255.00
220072	Kisner, Nancy & Sam	106 Ellis Ave	Replace Roof Shingles	5,000.00
220073	Gillispie, Sidney	135 Buffalo St	Replace Roof Shingles	7,620.00
220074	Barton, Robert	124 Weese St	Electric Service Upgrade	1,000.00
220075	Scott, Matthew	403 Center St.	Replace Roof Shingles	14,000.00
220076	Griggs, Chad	204 Central St	Electric Service Upgrade	500.00
220077	Pristine Properties	6 Riverbend Rd	Commercial Accessory Building	100,000.00

PRESENTATION

Representatives of the Phil Gainer Community Center presented information on the facility and programs. Owen Peet described the Engage afterschool program. Director Chris Lee gave an overview of recent improvements and expansions in programming.

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COMMITTEE REPORTS provided by all committee chairs present.

STAFF REPORTS 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 March 14 – April 1, 2022

NEW BUSINESS

Cm. Chenoweth, **MOVED APPROVAL OF RESOLUTION 1509: AMENDING THE CITY OF ELKINS PERSONNEL POLICY CH. 8.D: HOLIDAY PAY.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1510: AMENDING THE CITY OF ELKINS PERSONNEL POLICY CH. 5: SALARIES & WAGES; BENEFITS & DEDUCTIONS.** The motion carried.

Cm. Chenoweth, **MOVED APPROVAL OF RESOLUTION 1511: APPROVAL OF CHANGES TO THE CITY OF ELKINS CLASSIFICATION AND COMPENSATION PLAN.** The motion carried.

Cm. Friddle, **MOVED APPROVAL OF RESOLUTION 1512: REAPPOINTMENT OF GERALDINE ROBERTS AS CITY ATTORNEY.** The motion carried.

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1513: GENERAL FUND BUDGET REVISIONS NO. 11 AND 12 FOR FY22.** The motion carried.

Cm. Hinchman, **MOVED APPROVAL OF RESOLUTION 1514: AUTHORIZING APPLICATION FOR FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION GRANT BY THE ELKINS FIRE DEPARTMENT.** The motion carried.

Cm. Lowther, **MOVED APPROVAL OF RESOLUTION 1515: APPROVING “FULL-TIME REGULAR EMPLOYEE” STATUS AND CONFIRMING COMPENSATION LEVEL FOR W. MALLOW.** The motion carried.

Cw. Cuonzo, **MOVED APPROVAL OF RESOLUTION 1516: ACCEPTING CONDITIONS OF AGREEMENT WITH THE WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF AGREEMENT.** The motion carried.

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Cm. Hinchman, MOVED APPROVAL OF \$110,271 IN APRA FUNDS BE ALLOCATED TO THE STREET DEPARTMENT FOR THE PURCHASE OF A BACKHOE FROM STATE EQUIPMENT, INC. AND THAT THE PURCHASE BE EXEMPT FROM THE BID REQUIREMENT PER ELKINS CITY CODE §30.20(B)(1)(D) AND (E); \$147,801.14 IN APRA FUNDS BE ALLOCATED TO THE WATER DEPARTMENT FOR THE COMPLETION OF THE SCADA SYSTEM INSTALLATION. AND THAT THE PURCHASE BE EXEMPT FROM THE BID REQUIREMENT PER ELKINS CITY CODE §30.20(B)(1)(B) AND (E); AND \$5000 IN ARPA FUNDS BE ALLOCATED TO THE RIVERFRONT DEVELOPMENT DESIGN PROJECT. The motion carried.

Cm. Friddle, MOVED APPROVAL OF THE DAVIS HEALTH SYSTEM ABCA ENDORSEMENT REQUEST. The motion carried.

MAYOR'S COMMENTS were provided.

Cm. Chenoweth, MOVED ADJOURNMENT. The motion carried.

The meeting adjourned at 8:03 p.m.

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

Jerry A. Marco, Mayor

Attest:

Jessica R. Sutton, City Clerk