

Approved Minutes

**ELKINS COMMON COUNCIL
MEETING MINUTES**

***Phil Gainer Community Center
142 Robert E Lee Ave. Ext.
Elkins, WV 26241
July 10, 2025
7:00 p.m.***

Elkins Common Council met as above. Present were Mayor Jerry A. Marco; Councilors N.E. Bross-Fregonara, G.M. Hinchman, B.C. Kerns, C.C. Lowther, B.A. Woods, E. L. Plishka, L.S. Severino, and C.H. Thompson; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Operations Manager M. Kesecker; City Attorney G. S. Roberts; and Executive Secretary M. Goins (recording secretary).

R.C. Chenoweth, A.C. Carroll was absent.

PUBLIC COMMENT

Pastor M. Boggs, Rivers of Living Water Church (503 Lincoln Ave), regarding Ordinance 347.

R. Dusenbury, representative of Senator Moore, providing informational packets.

MINUTES

Lowther **MOVED APPROVAL OF THE MINUTES OF THE JUNE 26, 2025. The motion carried.**

CORRESPONDENCE, NOTIFICATIONS, AND RECOGNITIONS

- a. Building permits, zoning permits, and vacant property registrations

COUNCILOR REPORTS

Councilors in attendance updated the body on committee, board, commission, and other official activities.

STAFF REPORTS

- a. Operations Manager M. Kesecker provided a verbal report.
- b. City Treasurer T. Judy provided a written report (attached).
- c. Fire Chief S. Himes provided a verbal report.
- d. Police Chief T. Bennett provided a verbal report.
- e. Executive Secretary M. Goins provided a verbal report.
- f. City Attorney G. Roberts provided a verbal report.

APPROVAL OF VENDOR INVOICE PAYMENTS

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 June 23-July 4, 2025.

NEW BUSINESS

Lowther **MOVED APPROVAL OF ORDINANCE 346: AN ORDINANCE AUTHORIZING THE PUBLIC SALE AND TRANSFER BY DEED TO THE SUCCESSFUL BIDDER OF THE PARCEL OF 1464 SQ.FT ADJACENT TO THE PROPERTY OWNED BY LEGG PROPERTIES, LLC, FORMERLY THE MONTGOMERY WARD BUILDING (FINAL READING). The motion carried.**

Plishka MOVED APPROVAL OF ORDINANCE 347: AMENDING CITY CODE, CHAPTER 152, ZONING, CONCERNING CONDITIONAL USES IN CITY RESIDENTIAL (R-2) (FIRST OF TWO READINGS). The motion carried

The Council will be addressing ORDINANCE 348: TRANSFERRING THE CITY HALL PARKING LOT TO THE BUILDING COMMISSION FOR USE AS SECURITY FOR MOUNTAIN VALLEY BANK CONSTRUCTION LOAN FOR CITY HALL REPAIRS AND RENOVATION PROJECT, at the next council meeting as Mountain Valley Bank is awaiting the appraisal.

Hinchman MOVED THAT COUNCIL ADOPT RESOLUTION 1856 (GENERAL FUND BUDGET REVISION SAO 2026-001-01). In accordance with the requirements of the state auditor’s office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

Bross-Fregonara	Yes	Kerns	Yes	Severino	Yes
Chenoweth	Absent	Lowther	Yes	Thompson	Yes
Carroll	Absent	Woods	Yes	Mayor J. Marco (in case of tie)	n/a
Hinchman	Yes	Plishka	Yes		

Hinchman MOVED THAT COUNCIL ADOPT RESOLUTION 1857 (COAL SEVERANCE REVISION SAO 2026-002-01). In accordance with the requirements of the state auditor’s office for inter-departmental budget revisions, the chair ordered a roll-call vote. The clerk called the roll in random order. The motion carried. Council votes were as follows:

Bross-Fregonara	Yes	Kerns	Yes	Severino	Yes
Chenoweth	Absent	Lowther	Yes	Thompson	Yes
Carroll	Absent	Woods	Yes	Mayor J. Marco (in case of tie)	n/a
Hinchman	Yes	Plishka	Yes		

Kerns MOVED APPROVAL OF RESOLUTION 1858: APPROVING THE NOMINATION AND CONFIRMING APPOINTMENT OF SUSAN EVICK TO AN UNEXPIRED TERM ON THE ELKINS PLANNING COMMISSION. The motion carried

Hinchman MOVED APPROVAL OF RESOLUTION 1859: APPROVING AND AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN DAVIS AND ELKINS COLLEGE CAMPUS VIOLENCE PREVENTION PROJECT, CENTERS AGAINST VIOLENCE, AND THE ELKINS POLICE DEPARTMENT. The motion carried

The meeting was adjourned at 7:48 p.m.

Attest: S.R. Stokes, City Clerk

Jerry A. Marco, Mayor