

Approved Minutes

**ELKINS COMMON COUNCIL
MEETING MINUTES**

***Phil Gainer Community Center
142 Robert E Lee Ave. Ext.
Elkins, WV 26241
July 24, 2025
7:00 p.m.***

Elkins Common Council met as above. Present were Mayor Jerry A. Marco; Councilors N.E. Bross-Fregonara, R.C. Chenoweth, G.M. Hinchman, B.C. Kerns, E. L. Plishka, L.S. Severino, C.H. Thompson, and B.A. Woods; 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).

C.C. Lowther, A.C. Carroll was absent.

PUBLIC COMMENT

Greg Johnson(1521 South Henry) (representing Lunch with Neighbors program at First United Methodist Church) regarding the homeless population “street people of Elkins”

Melody Morisi(26 Cherry St) regarding Church in the Park

Mike Brooks(709 Gorman Ave) regarding Church in the Park

Steve Tolsun (220 Choice Farm View) regarding Celebrate Recovery at the Refinery Church and to offer resources

Mike House (81 Wiseman Lane) regarding Church in the Park asking for partnership from the city

Jerry Lockett (5941 Schoonover Holler Rd) regarding Church in the Park

David Biggs (95 Jackson Ave) regarding addiction, homelessness and Church in the Park

MINUTES

Chenoweth **MOVED APPROVAL OF THE MINUTES OF THE JULY 10, 2024. The motion carried.**

CORRESPONDENCE, NOTIFICATIONS, AND RECOGNITIONS

- a. Building permits, zoning permits, and vacant property registrations
- b. Police and Fire pension fund reports for FY 2025

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. City Attorney G. Roberts provided a verbal report.

Approved Minutes

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 July 7 - July 18, 2025.

NEW BUSINESS

Kerns **MOVED APPROVAL OF ORDINANCE 347: AMENDING CITY CODE CHAPTER 152, ZONING, CONCERNING CONDITIONAL USES IN CITY RESIDENTIAL (R-2) (FINAL READING).** The motion carried.

The Operations Manager provided Council with a report on the Phil Gainer Community Center roof project and discussed plans on how to proceed.

Thompson **MOVED TO ALLOW THE OPERATIONS MANAGER TO CONDUCT FURTHER RESEARCH REGARDING THE PHIL GAINER COMMUNITY CENTER ROOF PROJECT BEFORE MOVING FORWARD WITH THE CURRENT ESTIMATED AMOUNT.** The motion carried.

Hinchman **MOVED APPROVAL OF PROPOSAL TO EXPEND THE MAXIMUM FUNDS ALLOWED UNDER §8-12-5(52), AS AMENDED UNDER THE CITY’S HOME RULE AUTHORITY, TO PROMOTE ELKINS IN A MARKETING CAMPAIGN AT TYSONS CORNER CENTER.** The motion carried.

The City Attorney provided Council with an update on the Opiod Settlement.

The meeting was adjourned at 8:02 p.m.

Attest: S.R. Stokes, City Clerk

Jerry A. Marco, Mayor

VENDOR SET: 01 Elkins

BANK: GCBAN Grant Co Bank-Whitmer

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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00140	City of Elkins							
I-UB Pmt Request	102-005348-06 Pmt @ Grant Co	R	7/15/2025	118.49		000049		118.49

00560	Public Service Commission WV							
I-1371	Intrastate Revenue Assessment	R	7/15/2025	101.96		000050		101.96

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	220.45	0.00	220.45
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	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: GCBANTOTALS:	2	220.45	0.00	220.45
BANK: GCBAN TOTALS:	2	220.45	0.00	220.45

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE			NO	STATUS	AMOUNT
00484	Mountaineer Gas Company							
	C-1 Baxter Correctio	1 Baxter Correction	N	7/15/2025	140.06CR	000000		
	C-1Baxter Correction	1 Baxter ACH Correction	N	7/15/2025	140.06CR	000000		
	C-401 Davis Correctn	401 Davis Correction	N	7/15/2025	616.86CR	000000		
	C-401Davis Correctn	401Davis Correction -finalaed	N	7/15/2025	616.86CR	000000		
	D-401 Davis Corr	401 Davis Correction	N	7/15/2025	616.86	000000		
	D-ACH Credits	Correct credit entries	N	7/15/2025	756.92	000000		
	D-Correct Entry	1 Baxter Correction	N	7/15/2025	140.06	000000		
00119	First-Citizens Bank & Trust Co							
	I-47274427	Kyocera Copier 070625	D	7/08/2025	52.50	007443		
	I-47280067	Konica Printer 070825	D	7/08/2025	55.00	007443		107.50
00471	FirstEnergy MP/PE							
	I-5 Baxter 061625	5 Baxter 051425-061225	D	7/08/2025	291.83	007444		
	I-BLK0 RR 061625	LT0 RRAve 051425-061225	D	7/08/2025	204.13	007444		
	I-ECityPk 061125	Elkins City Park 050925-060925	D	7/08/2025	22.66	007444		
	I-LT31Barron 061625	Lt31 Barron 051525-061325	D	7/08/2025	16,403.04	007444		
	I-Park 2996 061125	Park St 2996 050925-060925	D	7/08/2025	10.52	007444		
	I-Park 4095 061125	Park St 4095 050925-060925	D	7/08/2025	10.81	007444		
	I-ParkSt 061125	Park St 8465 050925-060925	D	7/08/2025	11.85	007444		16,954.84
00741	Great-West Trust Company LLC							
	I-VF 202507082530	Voya	D	7/08/2025	630.00	007445		
	I-VF2202507082530	Voya AT	D	7/08/2025	120.00	007445		750.00
00471	FirstEnergy MP/PE							
	I-Jimtown 062325	Jimtown Comm 051725-061925	D	7/14/2025	12.58	007446		
	I-RT219/250 062425	RT219/250S 052225-062025	D	7/14/2025	70.49	007446		83.07
00484	Mountaineer Gas Company							
	I-1Bax 0620325	1 Baxter 050725-060625	D	7/14/2025	121.76	007447		
	I-1Baxter 062325	1 Baxter 050725-060625	D	7/14/2025	106.92	007447		
	I-216 4B 062325	Mountaineer Gas Company	D	7/14/2025	39.23	007447		
	I-216 4th 062325	216 4th 050725-060625	D	7/14/2025	139.30	007447		
	I-5Baxter 062325	5 Baxter 050725-060625	D	7/14/2025	49.64	007447		
	I-917SRR 062325	917 S RR 050725-060625	D	7/14/2025	39.23	007447		
	I-Barron 062325	Barron Ave 050725-060625	D	7/14/2025	66.47	007447		
	I-Baxter 062325	Baxter 050725-060625	D	7/14/2025	48.63	007447		
	I-Center 062325	Center St 050725-060625	D	7/14/2025	57.39	007447		
	I-FloodCtl 062325	Flood Ctl 050725-061025	D	7/14/2025	57.67	007447		
	I-Glendale 062325	Glendale LS 3 062325	D	7/14/2025	48.32	007447		
	I-Inds Pk 062325	Inds Park Rd 050725-060625	D	7/14/2025	48.32	007447		
	I-RELee 062325	RELee 050725-061025	D	7/14/2025	77.45	007447		
	I-StewartLS4 062325	Stewart LS4 050825-060625	D	7/14/2025	56.07	007447		956.40

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BANK: Pool Pooled Cash

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02417	US Bank Corporate Payment Syst							
I-VisaFleet 063025	Visa Fleet Stmt Pmt 063025	D	7/14/2025	17,966.95		007457		17,966.95
00952	WV Consolidated Retirement Boa							
I-RTF202507082530	Retirement	D	7/15/2025	3,295.98		007458		
I-RTN202507082530	Retirement	D	7/15/2025	5,657.78		007458		8,953.76
00993	WV Consolidated Retirement Boa							
I-RT6202507082530	Retirement 6%	D	7/15/2025	10,149.31		007459		10,149.31
02667	Health Equity							
I-HSA202507082530	Health Savings	D	7/15/2025	1,116.54		007460		1,116.54
00471	FirstEnergy MP/PE							
I-Haddix 097 062525	Haddix Rd 097 052225-062325	D	7/15/2025	22.32		007461		
I-HaddixRd105 062525	Haddix Rd 105 052225-062325	D	7/15/2025	57.27		007461		79.59
00001	A & A Safety, Inc.							
I-209223	5 Gal Red Paint	R	7/08/2025	125.00		017424		125.00
00082	Builders Group, Inc.							
C-OVPMT 032425	Overpayment on 3/24/25	R	7/08/2025	10.00CR		017425		
I-975125	Insulation	R	7/08/2025	2,160.21		017425		
I-978590	Windows	R	7/08/2025	573.50		017425		2,723.71
00126	City of Clarksburg							
I-202506303112	Yard Waste Ticket 1977	R	7/08/2025	120.00		017426		120.00
00140	City of Elkins							
I-CKREQ Pmts	Whitmer Utility pmts to Elkins	R	7/08/2025	2,522.63		017427		2,522.63
00154	COE Sanitation							
I-202507017753	June 2025 Rolloff Rental	R	7/08/2025	198.90		017428		
I-202507037768	Hauling Fee Tkt 1977 Brush 115	R	7/08/2025	299.48		017428		498.38
00283	Frontier							
I-062025 Phones	Telephones/Internet 0520-0619	R	7/08/2025	1,527.50		017429		1,527.50
00369	The Inter-Mountain							
I-IME0025610	Legal Ad CCR 2024	R	7/08/2025	967.73		017430		967.73
00457	Metalworks, Inc.							
I-13758	Mft Hammer Drill Mount	R	7/08/2025	1,840.00		017431		1,840.00

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00582	Region VII Plan. & Development							
I-520-20	GIS Services 05/2025	R	7/08/2025	632.50		017432		632.50
00651	Southern WV Asphalt Inc							
I-72185	8.63 ton Blacktop	R	7/08/2025	716.29		017433		
I-72207	12.92 ton wearing asphalt	R	7/08/2025	1,072.36		017433		1,788.65
00855	Agency LMC							
I-4041	May 2025 Gen Web Edits	R	7/08/2025	61.90		017434		61.90
00970	TLC Stump Grinding & Tree							
I-2617	excavation/hauling Riverbend	R	7/08/2025	1,000.00		017435		1,000.00
01390	Phoenix Solutions, LLC							
I-41657	Chemicals	R	7/08/2025	12,039.90		017436		
I-41684	Chemicals	R	7/08/2025	8,281.96		017436		20,321.86
01493	LifeTite Metal Products Manu.							
I-172235	Panel/Tape Measure/JChannel	R	7/08/2025	499.32		017437		499.32
01594	Pace Analytical Services LLC							
I-2530616196	06/25 Contract Lab Analysis	R	7/08/2025	3,597.49		017438		3,597.49
01770	Corina D Belan							
I-Election	Election Day Pay	R	7/08/2025	125.00		017439		125.00
01790	Crim Law Office PLLC							
I-497	Attnty Services 05/2025	R	7/08/2025	10,630.00		017440		
I-498	Attnty Serv- Mun Ct 05/25	R	7/08/2025	2,190.00		017440		12,820.00
02361	Triple K Kustomz							
I-11047	Conversion of F550 Dump Truck	R	7/08/2025	12,960.80		017441		12,960.80
02475	Tina Marie Corcoran							
I-Election	Election Day Pay	R	7/08/2025	125.00		017442		125.00
02728	Complete Restoration LLC							
I-24145-1	Tank Inspections	R	7/08/2025	1,725.00		017443		1,725.00
02843	Bonnie Stalnaker Simmons							
I-CKREQ 061925	Refund for City Park Pavilion	R	7/08/2025	65.00		017444		65.00
02844	Mikayla Goins							
I-CKREQ 070225	Reimbursement 062625	R	7/08/2025	104.76		017445		104.76

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VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
02845	Mid America Meter LLC							
I-024-5854	Repairs Test Turbine	R	7/08/2025	458.93		017446		458.93
02846	P&E Pumps & Services LLC							
I-R02142	Pump Repairs	R	7/08/2025	15,584.06		017447		15,584.06
02847	Carrie Moore							
I-CKREQ 062425	Reimburse for tire damage	R	7/08/2025	302.86		017448		302.86
02848	First United Methodist Church							
I-July 2025	Parking Spaces 07/2025	R	7/08/2025	80.00		017449		
I-June 2025	Parking Spaces 6/2025	R	7/08/2025	80.00		017449		160.00
00483	Mountain Valley Bank							
I-01202553-21 072825	1202553-21 072825	R	7/08/2025	2,369.18		017450		2,369.18
00483	Mountain Valley Bank							
I-1202553-24 071525	1202553-24 071525	R	7/08/2025	6,518.78		017451		6,518.78
00711	Tygart Valley Transfer, Inc.							
I-00035837	Comm	R	7/08/2025	137.59		017452		
I-00035841	Comm	R	7/08/2025	142.37		017452		
I-00035846	Comm	R	7/08/2025	279.96		017452		
I-00035859	Res	R	7/08/2025	1,018.56		017452		
I-00035861	Res	R	7/08/2025	835.11		017452		
I-00035863	Comm	R	7/08/2025	988.94		017452		
I-00035886	Comm	R	7/08/2025	311.49		017452		
I-00035896	Res	R	7/08/2025	189.19		017452		
I-00035904	Comm	R	7/08/2025	119.44		017452		
I-00035923	Res	R	7/08/2025	672.67		017452		
I-00035924	Comm	R	7/08/2025	495.90		017452		
I-00035925	Res	R	7/08/2025	701.34		017452		
I-00035948	Comm	R	7/08/2025	68.80		017452		
I-00035960	Comm	R	7/08/2025	432.84		017452		
I-00035973	Res	R	7/08/2025	628.72		017452		
I-00035975	Res	R	7/08/2025	551.32		017452		
I-00035977	Comm	R	7/08/2025	612.48		017452		
I-00035986	Comm	R	7/08/2025	153.84		017452		
I-00035991	Comm	R	7/08/2025	282.83		017452		
I-00036023	Comm	R	7/08/2025	529.35		017452		
I-00036025	Res	R	7/08/2025	683.18		017452		
I-00036026	Res	R	7/08/2025	756.76		017452		
I-00036070	Res	R	7/08/2025	456.73		017452		
I-00036073	Comm	R	7/08/2025	667.89		017452		
I-00036075	Res	R	7/08/2025	607.70		017452		
I-00036088	Comm	R	7/08/2025	485.39		017452		
I-00036092	Comm	R	7/08/2025	266.58		017452		
I-00036096	Comm	R	7/08/2025	272.32		017452		

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00036102	Comm	R	7/08/2025	132.81		017452		
I-00036119	Res	R	7/08/2025	1,203.93		017452		
I-00036120	Comm	R	7/08/2025	1,099.78		017452		
I-00036122	Res	R	7/08/2025	855.17		017452		
I-00036144	Comm	R	7/08/2025	348.76		017452		
I-00036147	Comm	R	7/08/2025	225.50		017452		
I-00036153	Comm	R	7/08/2025	132.81		017452		
I-00036163	Comm	R	7/08/2025	79.31		017452		
I-00036172	Comm	R	7/08/2025	474.88		017452		
I-00036173	Res	R	7/08/2025	837.97		017452		
I-00036174	Res	R	7/08/2025	645.92		017452		
I-00036188	Comm	R	7/08/2025	62.11		017452		
I-00036195	Comm	R	7/08/2025	432.84		017452		
I-00036200	Comm	R	7/08/2025	244.61		017452		
I-00036203	Comm	R	7/08/2025	659.30		017452		
I-00036206	Res	R	7/08/2025	677.45		017452		
I-00036207	Res	R	7/08/2025	510.24		017452		
I-00036224	Comm	R	7/08/2025	391.76		017452		
I-00036227	Comm	R	7/08/2025	274.23		017452		
I-00036235	Comm	R	7/08/2025	369.78		017452		
I-00036238	Comm	R	7/08/2025	670.76		017452		
I-00036246	Res	R	7/08/2025	674.58		017452		
I-00036247	Res	R	7/08/2025	713.76		017452		
I-00036248	Comm	R	7/08/2025	508.33		017452		
I-00036263	Comm	R	7/08/2025	96.51		017452		
I-00036266	Comm	R	7/08/2025	269.45		017452		
I-00036284	Comm	R	7/08/2025	830.33		017452		
I-00036285	Res	R	7/08/2025	578.08		017452		
I-00036286	Res	R	7/08/2025	598.14		017452		
I-00036316	Comm	R	7/08/2025	353.54		017452		
I-00036320	Comm	R	7/08/2025	135.68		017452		
I-00036347	Res	R	7/08/2025	1,027.16		017452		
I-00036348	Comm	R	7/08/2025	801.66		017452		
I-00036349	Res	R	7/08/2025	909.64		017452		
I-00036378	Comm/Tires	R	7/08/2025	53.95		017452		
I-00036394	Res	R	7/08/2025	488.26		017452		
I-00036403	Res	R	7/08/2025	534.12		017452		
I-00036404	Comm	R	7/08/2025	538.90		017452		
I-00036419	Comm	R	7/08/2025	175.81		017452		
I-00036423	Comm	R	7/08/2025	323.91		017452		
I-00036426	Comm	R	7/08/2025	164.35		017452		
I-00036432	Comm	R	7/08/2025	446.22		017452		
I-00036445	Res	R	7/08/2025	545.59		017452		
I-00036446	Comm	R	7/08/2025	480.62		017452		
I-00036461	Comm	R	7/08/2025	452.91		017452		
I-00036472	Comm	R	7/08/2025	123.26		017452		
I-00036477	Res	R	7/08/2025	667.89		017452		
I-00036478	Res	R	7/08/2025	612.48		017452		

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00036480	Comm	R	7/08/2025	510.24		017452		
I-00036513	Comm	R	7/08/2025	350.67		017452		
I-00036516	Res	R	7/08/2025	678.41		017452		
I-00036527	Comm	R	7/08/2025	482.53		017452		
I-00036528	Res	R	7/08/2025	601.01		017452		
I-00036551	Comm	R	7/08/2025	600.05		017452		
I-00036554	Res	R	7/08/2025	142.37		017452		
I-00036559	Comm	R	7/08/2025	187.28		017452		
I-00036588	Res	R	7/08/2025	142.37		017452		
I-00036592	Comm	R	7/08/2025	370.73		017452		
I-00036596	Comm	R	7/08/2025	944.03		017452		
I-00036597	Res	R	7/08/2025	1,068.25		017452		
I-00036598	Res	R	7/08/2025	849.44		017452		
I-0036433	Res	R	7/08/2025	576.17		017452		
I-35567	commercial	R	7/08/2025	279.01		017452		
I-35571	commercial	R	7/08/2025	280.92		017452		
I-35572	commercial	R	7/08/2025	286.65		017452		
I-35580	commercial	R	7/08/2025	29.62		017452		
I-35585	residential	R	7/08/2025	127.08		017452		
I-35609	residential	R	7/08/2025	794.98		017452		
I-35610	residential	R	7/08/2025	1,003.28		017452		
I-35618	commercial	R	7/08/2025	1,020.47		017452		
I-35651	commercial	R	7/08/2025	199.70		017452		
I-35674	residential	R	7/08/2025	592.41		017452		
I-35677	commercial	R	7/08/2025	504.50		017452		
I-35679	commercial	R	7/08/2025	675.54		017452		
I-35696	commercial	R	7/08/2025	177.72		017452		
I-35698	commercial	R	7/08/2025	296.21		017452		
I-35706	commercial	R	7/08/2025	452.91		017452		
I-35711	commercial	R	7/08/2025	257.99		017452		
I-35720	commercial	R	7/08/2025	606.74		017452		
I-35721	residential	R	7/08/2025	721.40		017452		
I-35722	residential	R	7/08/2025	675.54		017452		
I-35737	commercial	R	7/08/2025	472.97		017452		
I-35756	residential	R	7/08/2025	885.75		017452		
I-35761	commercial	R	7/08/2025	180.59		017452		
I-35768	residential	R	7/08/2025	709.94		017452		
I-35771	commercial	R	7/08/2025	481.57		017452		
I-35791	commercial	R	7/08/2025	255.12		017452		
I-35792	residential	R	7/08/2025	145.24		017452		
I-35799	commercial	R	7/08/2025	222.63		017452		
I-35818	residential	R	7/08/2025	382.20		017452		
I-35819	commercial	R	7/08/2025	720.45		017452		
I-35820	residential	R	7/08/2025	602.92		017452		58,329.94

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
01942	Elkins Municipal Building Comm							
I-1214756-11 0715	1214756-11 #47 071525	R	7/08/2025	4,833.20		017453		4,833.20
1	YOUNG, SETH							
I-000202507072529	US REFUND	R	7/08/2025	34.98		017454		34.98
00116	Child Support Enforcement							
I-CDS202507082530	Child Support	R	7/08/2025	453.40		017455		453.40
00121	Citizens Bank of WVFP							
I-FP 202507082530	Fire Pension	R	7/08/2025	384.97		017456		384.97
00122	Citizens Bank of WVFP							
I-PP 202507082530	Police Pension	R	7/08/2025	199.39		017457		
I-PPN202507082530	Police Pension-2010 Forward	R	7/08/2025	288.38		017457		487.77
00147	COE Misc							
I-MIS202507082530	Misc Reimbursements	R	7/08/2025	439.00		017458		439.00
00150	COE Payroll							
I-T1 202507082530	Federal Withholding	R	7/08/2025	15,344.59		017459		15,344.59
00151	COE Payroll							
I-T3 202507082530	FICA	R	7/08/2025	23,095.86		017460		
I-T4 202507082530	Medicare	R	7/08/2025	5,722.72		017460		28,818.58
00152	COE Payroll							
I-T2 202507082530	State Withholding	R	7/08/2025	6,443.00		017461		6,443.00
00203	Davis Trust Company							
I-CC 202507082530	Employee Christmas Club	R	7/08/2025	2,330.00		017462		2,330.00
00747	Washington National Insurance							
I-WN 202507082530	Washington National Insurance	R	7/08/2025	574.13		017463		574.13
00837	COE Payroll Reimbursement							
I-001202507082530	Payroll Reimbursement	R	7/08/2025	59,550.48		017464		
I-006202507082530	Payroll Reimbursement	R	7/08/2025	12,522.03		017464		
I-036202507082530	Payroll Reimbursement	R	7/08/2025	18,063.35		017464		
I-400202507082530	Payroll Reimbursement	R	7/08/2025	26,093.29		017464		
I-401202507082530	Payroll Reimbursement	R	7/08/2025	14,949.21		017464		
I-404202507082530	Payroll Reimbursement	R	7/08/2025	11,533.16		017464		142,711.52

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01885	Colonial Life							
I-CL 202507082530	Colonial Life-AT	R	7/08/2025	135.94		017465		
I-CLP202507082530	Colonial Life-PT	R	7/08/2025	52.52		017465		188.46
00560	Public Service Commission WV							
I-903	Intrastate Revenue Assessment	R	7/15/2025	11,409.37		017466		11,409.37
00628	Seneca Designs							
I-47864	Staff TShirts	R	7/15/2025	188.75		017467		188.75
00806	WV Municipal Clerks & Recorder							
I-25-26 Dues	2025-2026 dues	R	7/15/2025	35.00		017468		35.00
01076	Morgantown Security & Fire							
I-23031	Quarterly Monitoring	R	7/15/2025	79.95		017469		79.95
01727	Enterprise FM Trust							
I-578571-070325	Fleet Leases 07/2025	R	7/15/2025	20,778.69		017470		20,778.69
02215	Tucker County Solid Waste Auth							
I-00156640	Construciton Debris-City Hall	R	7/15/2025	739.27		017471		739.27
02347	LEAF							
I-18640746	Tosh/Lex 072425	R	7/15/2025	587.60		017472		
I-18640747	Tosh 478S	R	7/15/2025	216.36		017472		
I-18640748	Tosh E4515AC	R	7/15/2025	372.60		017472		
I-18640749	Toshiba E3025AC	R	7/15/2025	904.20		017472		2,080.76
02849	Tewell Equipment							
I-070725	Skid Steer Broom Bucket	R	7/15/2025	3,500.00		017473		3,500.00
1	KIMBLE PROPERTIES LL							
I-000202507152538	US REFUND	R	7/15/2025	23.52		017474		23.52
1	KIMBLE PROPERTIES LL							
I-000202507152539	US REFUND	R	7/15/2025	27.67		017475		27.67
1	WILLIAMSON, JAMES R							
I-000202507112533	US REFUND	R	7/15/2025	192.07		017476		192.07
1	HOLLAND ENTERPRISES							
I-000202507112534	US REFUND	R	7/15/2025	571.62		017477		571.62

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	SUGAR RUN RENTALS							
I-000202507112535	US REFUND	R	7/15/2025	8.33		017478		8.33
1	HOLLAND INVESTMENT G							
I-000202507112536	US REFUND	R	7/15/2025	46.45		017479		46.45
1	DECEMBER, KATRINA A							
I-000202507112537	US REFUND	R	7/15/2025	5.79		017480		5.79
00118	Cira and Associates Consulting							
I-Appl #4	Boiler Demolition Project	R	7/15/2025	53,167.95		017481		53,167.95
02852	Kump Education Center							
I-SHPO Grant	SHPO Pass Thru Grant	R	7/15/2025	10,000.00		017482		10,000.00
00047	Truist Governmental Finance							
I-00005 072425	9948000234-05 #66 072425	R	7/15/2025	2,596.05		017483		
I-00006 072725	9948000234-06 #48 072725	R	7/15/2025	2,643.26		017483		5,239.31
00075	Encova Insurance							
I-37044352	WCN 07/01/25 Installment	R	7/15/2025	11,863.00		017484		11,863.00
00156	COE Sewer Depreciation Account							
I-06/25 SWR DEP	Swr Depreciation Dep 06/2025	R	7/15/2025	6,844.02		017485		6,844.02
00158	COE Water Depreciation Account							
I-06/25 Water Depr	06/25 Water Depr Dep	R	7/15/2025	9,307.67		017486		9,307.67
00211	Elkins Depot Welcome Center							
I-05/25 H/M	Hotel/Motel Collections 05/25	R	7/15/2025	12,144.22		017487		12,144.22
00244	Rotary Club of Elkins							
I-4933881	Quarterly Fees - Marco	R	7/15/2025	1,072.00		017488		1,072.00
00468	Miss Utility of West Virginia,							
I-WV25-2574	Message Fees June 2025	R	7/15/2025	234.30		017489		234.30
00573	Randolph County Development Au							
I-6774	Rent 07/2025	R	7/15/2025	800.00		017490		800.00
00582	Region VII Plan. & Development							
I-520-19	GIS Services 04/25	R	7/15/2025	275.00		017491		275.00

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
00606	Steven C. Rodeheaver							
I-12457	PushBrooms/DustPans/Shovels	R	7/15/2025	450.00		017492		450.00
00651	Southern WV Asphalt Inc							
I-72212	Blacktop for patching	R	7/15/2025	176.79		017493		176.79
00779	Woodford Oil Company							
I-337796	400 Cleaer ULSD	R	7/15/2025	1,216.00		017494		1,216.00
00812	WV Division of Corrections & R							
I-6125B49F	13 days inmate housing TVRJ	R	7/15/2025	746.98		017495		746.98
00970	TLC Stump Grinding & Tree							
I-2628	Tree removal Riverbend	R	7/15/2025	1,400.00		017496		1,400.00
01220	The Delmonte Market							
I-2nd Inst 2025	2nd Installment 2025	R	7/15/2025	6,028.50		017497		6,028.50
01292	COE Sewer O & M Account							
I-06/25 Swr O&M	Sewer O&M Dep 06/2025	R	7/15/2025	13,153.88		017498		13,153.88
01313	COE Water O & M Account							
I-6/25 Water O&M	Water O&M Dep 06/25	R	7/15/2025	12,902.14		017499		12,902.14
01681	HdL Companies							
I-06302025	Add'l BL Revenue 06/2025	R	7/15/2025	4,049.64		017500		4,049.64
01790	Crim Law Office PLLC							
I-500	Water Board Atttny Serv 05/25	R	7/15/2025	1,080.00		017501		1,080.00
01989	Mitchell Tree Care LLC							
I-2311	Pruned street trees	R	7/15/2025	3,500.00		017502		
I-2319	Consulting Work	R	7/15/2025	1,500.00		017502		5,000.00
02345	Zachary Judy							
I-CKREQ 070925	Reimb CDL Fees	R	7/15/2025	42.50		017503		42.50
02451	Waypoint Resource Group LLC							
I-21612	Collections 06/2025	R	7/15/2025	30.57		017504		30.57
02580	Mountain Motorworks							
I-07/09	5500 Dodge/Fd Ranger Maint	R	7/15/2025	1,772.58		017505		1,772.58

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 7/07/2025 THRU 7/18/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02608	Zinn's R Us Inc							
I-3950	Septic Holding Tanks	R	7/15/2025	400.00		017506		
I-3951	Septic Holding Tanks	R	7/15/2025	400.00		017506		800.00
02769	BCN Telecom Inc TBS							
I-23938038	Street Cams 06/25	R	7/15/2025	1,026.50		017507		1,026.50
02797	What-you-Need							
I-INV0008	Plumbing Repairs	R	7/15/2025	71.25		017508		
I-INV0010	Elec repair lg pavilion RvrBnd	R	7/15/2025	124.25		017508		195.50
02851	Catholic Charities WV							
I-CKREQ 070825	Cancelled Event	R	7/15/2025	100.00		017509		100.00
02853	JBG Land, LLC							
I-Case 2015-C-134	final payment case 2015-c-134	R	7/15/2025	4,959.22		017510		4,959.22
02685	Selective Insurance Company of							
C-Corr entry 0725	Premium \$ Correction	R	7/16/2025	23,730.00CR		017511		
I-07/25/25	Premium 072525	R	7/16/2025	23,730.00		017511		
I-07/25/25 Prem	1st Qtr FY26 Pmt	R	7/16/2025	42.00		017511		42.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	88	558,727.09	0.00	558,727.09
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	57,117.96	0.00	57,117.96
EFT:	0	0.00	0.00	0.00
NON CHECKS:	1	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: Pool TOTALS:	99	615,845.05	0.00	615,845.05
BANK: Pool TOTALS:	99	615,845.05	0.00	615,845.05
REPORT TOTALS:	101	616,065.50	0.00	616,065.50

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 7/07/2025 THRU 7/18/2025
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

The attached report shows building permits issued 06/10/2025-7/21/2025. There were 45 projects with a total valuation of \$1,804,259.00

Zoning permits show 3 new business

There are currently 54 structures registered as vacant. 13 structures have been billed for 2025

BUILDING PERMITS

7/21/2025 1:36 PM PROJECT MASTER REPORT PAGE: 1
PROJECTS: THRU ZZZZZZZZZZ REPORT SEQUENCE: Project
PROJECT TYPE: Exclude: BPZONING CONTRACTOR CLASS: All - All Contractor Classes
CONTRACTORS: All
APPLIED DATES: 6/10/2025 THRU 7/21/2025 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS INCLUDED: Opened, Complet ISSUED DATES: 0/00/0000 THRU 99/99/9999
=====

PROJECT: 240461 - RESIDENTIAL PLUMBING TYPE: PLB-RES RESIDENTIAL PLUMBING
PROPERTY: 118 SCOTT FORD RD
APPLIED DATE: 6/10/2025 ISSUED DATE: 6/10/2025 EXPIRATION DATE: 12/11/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: BATHFITTER BATH FITTER ISSUED TO: ZURBUCH, PETER
542 INDUSTRIAL DR 118 SCOTT FORD RD
LEWISBERRY, PA 17339 ELKINS, WV 26241
SQUARE FEET: 1
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240462 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
PROPERTY: 46 CHERRY ST
APPLIED DATE: 6/10/2025 ISSUED DATE: 6/10/2025 EXPIRATION DATE: 12/11/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: D&LMALLOWC D & L MALLOW CONSTRUCTION LLC ISSUED TO: ARMSTRONG, ERIC A
407 DIAMOND ST 200 SECOND ST
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 2,200
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240463 - COMMERCIAL ELECTRICAL TYPE: ELEC-COM COMMERCIAL ELECTRICAL
PROPERTY: 21 THIRD ST
APPLIED DATE: 6/10/2025 ISSUED DATE: 6/10/2025 EXPIRATION DATE: 12/11/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: MASTERSERV MASTER SERVICE CORPORATION ISSUED TO: AUGUSTA HERITAGE CENTER, INC
2553 HARRISON AVE 21 THIRD ST
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 1,800
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240464 - RESIDENTIAL DECK TYPE: DECK-RES RESIDENTIAL DECK
PROPERTY: 208 BRIDGEWATER DR
APPLIED DATE: 6/10/2025 ISSUED DATE: 6/10/2025 EXPIRATION DATE: 12/11/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: ISSUED TO: CHENOWETH, ROBERT
208 BRIDGEWATER DR
ELKINS, WV 26241

SQUARE FEET: 144
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240465 - RESIDENTIAL WINDOWS TYPE: WIND-RES RESIDENTIAL WINDOWS
PROPERTY: 200 SECOND ST
APPLIED DATE: 6/10/2025 ISSUED DATE: 6/10/2025 EXPIRATION DATE: 12/11/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: AYTHOS AYTHOS LLC ISSUED TO: ARMSTRONG, ERIC A
200 SECOND STREET 200 SECOND ST
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 1
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240467 - RESIDENTIAL ACCESSORY BUILDING TYPE: BR-ACC RESIDENTIAL ACCESSORY BLD
PROPERTY: 205 GRAHAM ST
APPLIED DATE: 6/16/2025 ISSUED DATE: 6/16/2025 EXPIRATION DATE: 12/17/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: ISSUED TO: YOKUM, TIMOTHY
205 GRAHAM ST
ELKINS, WV 26241
SQUARE FEET: 264
DWELLING TYPE: PRIVATE UNITS: 12
STATUS: OPEN BALANCE: 0.00

PROJECT: 240468 - RESIDENTIAL REMODEL TYPE: BR-REM RESIDENTIAL REMODEL
PROPERTY: 209 GRAHAM ST
APPLIED DATE: 6/16/2025 ISSUED DATE: 6/16/2025 EXPIRATION DATE: 12/17/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: BASEMENTA BASEMENT AUTHORITY OF WV ISSUED TO: LAWSON-QUATTRO , ASHLEY M
132 ROCKY STEP RD 209 GRAHAM ST
SCOTT DEPOT, WV 25560 ELKINS, WV 26241
SQUARE FEET: 624
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240469 - RESIDENTIAL DECK TYPE: DECK-RES RESIDENTIAL DECK
PROPERTY: 112 RIVERVIEW DR
APPLIED DATE: 6/16/2025 ISSUED DATE: 6/16/2025 EXPIRATION DATE: 12/17/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: DANIELRICE RICE, DANIEL ISSUED TO: HOTT, GREG
650 SPRINGSTONE RD 112 RIVERVIEW DR
MONTROSE, WV 26283 ELKINS, WV 26241
SQUARE FEET: 96
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240470 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
PROPERTY: 106 ORCHARD ST
APPLIED DATE: 6/16/2025 ISSUED DATE: 6/16/2025 EXPIRATION DATE: 12/17/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: ULTIMATE ULTIMATE ROOFING WV LLC ISSUED TO: HUDNALL, CAROL
410 OHIO AVE 204 EDGEWATER DR
NUTTERFORT, WV 26301 ELKINS, WV 26241
SQUARE FEET: 900
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240471 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING

PROPERTY: 1624 S DAVIS AVE
 APPLIED DATE: 6/17/2025 ISSUED DATE: 6/17/2025 EXPIRATION DATE: 12/18/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: HILLSIDE HILLSIDE ROOFING, LLC ISSUED TO: PRITT, CECIL
 141 CENTRAL CHAPEL RD 1624 S DAVIS AVE
 MONTROSE, WV 26283 ELKINS, WV 26241
 SQUARE FEET: 700
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 0.00

PROJECT: 240475 - SIGN TYPE: SIGN SIGN
 PROPERTY: 1509 HARRISON AVE
 APPLIED DATE: 6/19/2025 ISSUED DATE: 6/19/2025 EXPIRATION DATE: 12/20/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: PSG PSG SIGNS ISSUED TO: TACO BELL FRANCHISE LLC
 CLIFF CLAY PO BOX 80600
 161 UPPER RIVER ROAD INDIANAPOLIS, IN 46280
 GALLIPOLIS, OH 45631
 SQUARE FEET: 222
 DWELLING TYPE: PRIVATE UNITS: 6
 STATUS: OPEN BALANCE: 0.00

PROJECT: 240477 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
 PROPERTY: 123 CONWAY DR
 APPLIED DATE: 6/19/2025 ISSUED DATE: 6/19/2025 EXPIRATION DATE: 12/20/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: ARMOR ARMOR CONSTRUCTION LLC ISSUED TO: SMITH-THOMPSON, DIETTRA
 16 ORCHARD DRIVE 123 CONWAY DR
 BUCKHANNON, WV 26201 ELKINS, WV 26241
 SQUARE FEET: 1,600
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 0.00

PROJECT: 240478 - COMMERCIAL FENCE TYPE: FENCE-COM COMMERCIAL FENCE
 PROPERTY: 1300 COLE AVE
 APPLIED DATE: 6/23/2025 ISSUED DATE: 6/23/2025 EXPIRATION DATE: 12/24/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: WV013234 J C CONSTRUCTION LLC ISSUED TO: MOUNTAINEER GAS CO
 2327 BILLS CREEK ROAD PO BOX 5201
 BELINGTON, WV 26250 CHARLESTON, WV 25361-0201
 SQUARE FEET: 1
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 100.00

PROJECT: 240479 - RESIDENTIAL FENCE TYPE: FENCE-RES RESIDENTIAL FENCE
 PROPERTY: 148 STATE ST
 APPLIED DATE: 6/23/2025 ISSUED DATE: 6/23/2025 EXPIRATION DATE: 12/24/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: ISSUED TO: BENNETT, DANNY
 148 STATE ST
 ELKINS, WV 26241
 SQUARE FEET: 213
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 0.00

PROJECT: 240480 - RESIDENTIAL REMODEL TYPE: BR-REM RESIDENTIAL REMODEL
 PROPERTY: 639 CAPITOL ST
 APPLIED DATE: 6/26/2025 ISSUED DATE: 6/26/2025 EXPIRATION DATE: 12/27/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: BASEMENTA BASEMENT AUTHORITY OF WV ISSUED TO: NORWOOD, TRAVIS R
 132 ROCKY STEP RD 639 CAPITOL ST

SCOTT DEPOT, WV 25560	ELKINS, WV 26241
SQUARE FEET: 140	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240481 - COMMERCIAL ROOFING	
TYPE: ROOF-COM COMMERCIAL ROOFING	
PROPERTY: 14 S RANDOLPH AVE	
APPLIED DATE: 6/26/2025 ISSUED DATE: 6/26/2025 EXPIRATION DATE: 12/27/2025 COMPLETION DATE: 0/00/0000	
CONTRACTOR: CLIFFORDRB CLIFFORD R BILLER GEN CONT ISSUED TO: WALLACE IV, JOHN J	
336 BLAINE AVE PO BOX 7	
ELKINS, WV 26241 ELKINS, WV 26241	
SQUARE FEET: 3,800	
DWELLING TYPE: PUBLIC	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240483 - RESIDENTIAL ROOFING	
TYPE: ROOF-RES RESIDENTIAL ROOFING	
PROPERTY: 82 WARD AVE	
APPLIED DATE: 6/30/2025 ISSUED DATE: 6/30/2025 EXPIRATION DATE: 12/31/2025 COMPLETION DATE: 0/00/0000	
CONTRACTOR: ISSUED TO: YARDLEY, ETHAN L	
82 WARD AVE	
ELKINS, WV 26241	
SQUARE FEET: 192	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240484 - RESIDENTIAL ELECTRICAL	
TYPE: ELEC-RES RESIDENTIAL ELECTRICAL	
PROPERTY: 1719 LAVALETTE AVE	
APPLIED DATE: 6/30/2025 ISSUED DATE: 6/30/2025 EXPIRATION DATE: 12/31/2025 COMPLETION DATE: 0/00/0000	
CONTRACTOR: CRITSELEC CRITES ELECTRIC INC ISSUED TO: SMITH, CHARLENE	
50 S KANAWHA ST 1719 LAVALETTE AVE	
BUCKHANNON, WV 26201 ELKINS, WV 26241	
SQUARE FEET: 1	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240486 - COMMERCIAL DEMOLITION	
TYPE: DEMO-COM COMMERCIAL DEMOLITION	
PROPERTY: 903 GORMAN AVE	
APPLIED DATE: 6/30/2025 ISSUED DATE: 6/30/2025 EXPIRATION DATE: 12/31/2025 COMPLETION DATE: 0/00/0000	
CONTRACTOR: ISSUED TO: DAVIS MEMORIAL HOSPITAL	
PO BOX 2069	
CHARLESTON, WV 25327-2069	
SQUARE FEET: 3,000	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240488 - COMMERCIAL REMODEL	
TYPE: BC-REM COMMERCIAL REMODEL	
PROPERTY: 1013 N RANDOLPH AVE	
APPLIED DATE: 7/01/2025 ISSUED DATE: 7/01/2025 EXPIRATION DATE: 1/01/2026 COMPLETION DATE: 0/00/0000	
CONTRACTOR: MARCH MARCH WESTIN CO INC ISSUED TO: UNITED HOSPITAL CTR - ELKINS	
360 FRONTIER AVENUE 327 MEDICAL PARK DR	
MORGANTOWN, WV 26505 BRIDGEPORT, WV 26330	
SQUARE FEET: 3,843	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00

PROJECT: 240489 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
 PROPERTY: 103 WHITE OAK LN
 APPLIED DATE: 7/02/2025 ISSUED DATE: 7/02/2025 EXPIRATION DATE: 1/02/2026 COMPLETION DATE: 0/00/0000
 CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL ISSUED TO: PLANT, JOAN
 2224 BEVERLY PIKE 103 WHITE OAK LN
 ELKINS, WV 26241 ELKINS, WV 26241
 SQUARE FEET: 2,400
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 97.00

PROJECT: 240491 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
 PROPERTY: 55 BARRON AVE
 APPLIED DATE: 7/02/2025 ISSUED DATE: 7/02/2025 EXPIRATION DATE: 1/02/2026 COMPLETION DATE: 0/00/0000
 CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL ISSUED TO: MURPHY, PATRICIA
 2224 BEVERLY PIKE 55 BARRON AVE
 ELKINS, WV 26241 ELKINS, WV 26241
 SQUARE FEET: 2,300
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 94.00

PROJECT: 240492 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
 PROPERTY: 119 BRUCE ST
 APPLIED DATE: 7/02/2025 ISSUED DATE: 7/02/2025 EXPIRATION DATE: 1/02/2026 COMPLETION DATE: 0/00/0000
 CONTRACTOR: ISSUED TO: STANLEY, JUSTIN & RYAN C
 119 BRUCE ST
 ELKINS, WV 26241
 SQUARE FEET: 1,400
 DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 0.00

PROJECT: 240493 - COMMERCIAL PLUMBING TYPE: PLB-COM COMMERCIAL PLUMBING
 PROPERTY: 801 HARRISON AVE
 APPLIED DATE: 7/02/2025 ISSUED DATE: 7/02/2025 EXPIRATION DATE: 1/02/2026 COMPLETION DATE: 0/00/0000
 CONTRACTOR: GUTTER GUTTER EXPRESS INC ISSUED TO: VANDALIA SERVICES
 95 BOWERS DRIVE 312 BUFFALO ST
 COALTON, WV 26257 ELKINS, WV 26241
 SQUARE FEET: 386
 DWELLING TYPE: PUBLIC UNITS: 1
 STATUS: OPEN BALANCE: 50.00

PROJECT: 240494 - SIGN TYPE: SIGN SIGN
 PROPERTY: 600 S RANDOLPH AVE
 APPLIED DATE: 7/02/2025 ISSUED DATE: 7/02/2025 EXPIRATION DATE: 1/02/2026 COMPLETION DATE: 0/00/0000
 CONTRACTOR: THESIGNGUY THE SIGN GUY LC ISSUED TO: HARTMAN, WILLIAM
 9 1/2 FRANKLIN ST PO BOX 243
 BUCKHANNON, WV 26201 ELKINS, WV 26241
 SQUARE FEET: 44
 DWELLING TYPE: PUBLIC UNITS: 3
 STATUS: OPEN BALANCE: 47.00

PROJECT: 240495 - COMMERCIAL SIDEWALK/DRIVEWAY TYPE: BC-SIDE COM SIDEWALK/DRIVEWAY
 PROPERTY: 10 ELEVENTH ST
 APPLIED DATE: 7/03/2025 ISSUED DATE: 7/03/2025 EXPIRATION DATE: 7/09/2025 COMPLETION DATE: 0/00/0000
 CONTRACTOR: SIMON SIMON CONCRETE SOLUTIONS ISSUED TO: RANDOLPH CO WOODTECH CTR
 1801 LIVINGSTON AVENUE 10 ELEVENTH ST

ELKINS, WV 26241	ELKINS, WV 26241
SQUARE FEET: 600	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240496 - RESIDENTIAL ROOFING	
TYPE: ROOF-RES RESIDENTIAL ROOFING	
PROPERTY: 11 JONES DR	
APPLIED DATE: 7/03/2025 ISSUED DATE: 7/03/2025 EXPIRATION DATE: 1/03/2026 COMPLETION DATE: 0/00/0000	
CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL ISSUED TO: SMITH, LINDA	
2224 BEVERLY PIKE PO BOX 886	
ELKINS, WV 26241 ELKINS, WV 26241-0886	
SQUARE FEET: 5,000	
DWELLING TYPE: PRIVATE UNITS: 1	
STATUS: OPEN BALANCE: 175.00	
PROJECT: 240497 - RESIDENTIAL ROOFING	
TYPE: ROOF-RES RESIDENTIAL ROOFING	
PROPERTY: 109 RIVERVIEW DR	
APPLIED DATE: 7/03/2025 ISSUED DATE: 7/03/2025 EXPIRATION DATE: 1/03/2026 COMPLETION DATE: 0/00/0000	
CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL ISSUED TO: CORLEY, RUSSELL	
2224 BEVERLY PIKE 109 RIVERVIEW DR	
ELKINS, WV 26241 ELKINS, WV 26241	
SQUARE FEET: 1,900	
DWELLING TYPE: PRIVATE UNITS: 1	
STATUS: OPEN BALANCE: 82.00	
PROJECT: 240498 - RESIDENTIAL REMODEL	
TYPE: BR-REM RESIDENTIAL REMODEL	
PROPERTY: 12 FIRST ST	
APPLIED DATE: 7/03/2025 ISSUED DATE: 7/03/2025 EXPIRATION DATE: 1/03/2026 COMPLETION DATE: 0/00/0000	
CONTRACTOR: T-ROY T-ROY ISSUED TO: WHIPPLE, HEATHER M	
6807 PARSONS ROAD 12 FIRST ST	
MONTROSE, WV 26283 ELKINS, WV 26241	
SQUARE FEET: 180	
DWELLING TYPE: PRIVATE UNITS: 1	
STATUS: OPEN BALANCE: 0.00	
PROJECT: 240499 - RESIDENTIAL DEMOLITION	
TYPE: DEMO-RES RESIDENTIAL DEMOLITION	
PROPERTY: 104 GRAHAM ST	
APPLIED DATE: 7/14/2025 ISSUED DATE: 7/14/2025 EXPIRATION DATE: 1/14/2026 COMPLETION DATE: 0/00/0000	
CONTRACTOR: ALLEGHENY ALLEGHENY EXCAVATING LLC ISSUED TO: MOORE, GREGORY	
4476 FILES CREEK ROAD PO BOX 2235	
BEVERLY, WV 26253 ELKINS, WV 26241	
SQUARE FEET: 1,400	
DWELLING TYPE: PRIVATE UNITS: 1	
STATUS: OPEN BALANCE: 0.00	
PROJECT: 240500 - RESIDENTIAL ACCESSORY BUILDING	
TYPE: BR-ACC RESIDENTIAL ACCESSORY BLD	
PROPERTY: 100 VALLEY CT	
APPLIED DATE: 7/14/2025 ISSUED DATE: 7/14/2025 EXPIRATION DATE: 1/14/2026 COMPLETION DATE: 0/00/0000	
CONTRACTOR: ISSUED TO: PHILLIPS, BRADLEY D & DEB	
100 VALLEY CT	
ELKINS, WV 26241	
SQUARE FEET: 240	
DWELLING TYPE: PRIVATE UNITS: 1	
STATUS: OPEN BALANCE: 0.00	

PROJECT: 240501	- RESIDENTIAL ROOFING	TYPE: ROOF-RES	RESIDENTIAL ROOFING
PROPERTY:	337 GRAHAM ST		
APPLIED DATE: 7/14/2025	ISSUED DATE: 7/14/2025	EXPIRATION DATE: 1/14/2026	COMPLETION DATE: 0/00/0000
CONTRACTOR: BURKHOLDER BURKHOLDER ENTERPRISE		ISSUED TO: DIBACCO, SANDY	
5698 MORGANTOWN PIKE		337 GRAHAM ST	
BELINGTON, WV 26250		ELKINS, WV 26241	
SQUARE FEET: 1,400			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 67.00		
PROJECT: 240502	- RESIDENTIAL REMODEL	TYPE: BR-REM	RESIDENTIAL REMODEL
PROPERTY:	119 ELLIS AVE		
APPLIED DATE: 7/14/2025	ISSUED DATE: 7/14/2025	EXPIRATION DATE: 1/14/2026	COMPLETION DATE: 0/00/0000
CONTRACTOR: BASEMENTA BASEMENT AUTHORITY OF WV		ISSUED TO: DUMIRE, CLIFFORD & EDWI	
132 ROCKY STEP RD		119 ELLIS AVE	
SCOTT DEPOT, WV 25560		ELKINS, WV 26241	
SQUARE FEET: 1			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 25.00		
PROJECT: 240503	- RESIDENTIAL FENCE	TYPE: FENCE-RES	RESIDENTIAL FENCE
PROPERTY:	102 BRUCE ST		
APPLIED DATE: 7/14/2025	ISSUED DATE: 7/14/2025	EXPIRATION DATE: 1/14/2026	COMPLETION DATE: 0/00/0000
CONTRACTOR: NEEL DAN NEEL FENCE COMPANY LLC		ISSUED TO: RYAN, GUY	
105 STEELE ST - BOX 46		102 BRUCE ST	
BRIDGEPORT, WV 26330		ELKINS, WV 26241	
SQUARE FEET: 110			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 0.00		
PROJECT: 240504	- RESIDENTIAL WINDOWS	TYPE: WIND-RES	RESIDENTIAL WINDOWS
PROPERTY:	158 DELAWARE AVE		
APPLIED DATE: 7/14/2025	ISSUED DATE: 7/14/2025	EXPIRATION DATE: 1/14/2026	COMPLETION DATE: 0/00/0000
CONTRACTOR: HANSHAWENT HANSHAW ENTERPRISES INC		ISSUED TO: RAINES, TONI	
148 MIDDLETOWN RD		158 DELAWARE AVE	
FAIRMONT, WV 26554		ELKINS, WV 26241	
SQUARE FEET: 1			
DWELLING TYPE: PRIVATE	UNITS: 16		
STATUS: OPEN	BALANCE: 25.00		
PROJECT: 240505	- RESIDENTIAL ROOFING	TYPE: ROOF-RES	RESIDENTIAL ROOFING
PROPERTY:	205 FIRST ST		
APPLIED DATE: 7/15/2025	ISSUED DATE: 7/15/2025	EXPIRATION DATE: 1/15/2026	COMPLETION DATE: 0/00/0000
CONTRACTOR: MOUNTAIN V MOUNTAIN VIEW FRAMING & CONST		ISSUED TO: ANKNEY, JUDY A	
7800 MORGANTOWN PIKE		205 FIRST ST	
MONTROSE, WV 26283		ELKINS, WV 26241	
SQUARE FEET: 1,000			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 0.00		
PROJECT: 240506	- RESIDENTIAL SIDEWALK/DRIVEWAY	TYPE: BR-SIDE	RES DRIVEWAY/SIDEWALK
PROPERTY:	101 ELLIS AVE		
APPLIED DATE: 7/15/2025	ISSUED DATE: 7/15/2025	EXPIRATION DATE: 1/15/2026	COMPLETION DATE: 0/00/0000
CONTRACTOR: GARBER GARBER CONCRETE WORK		ISSUED TO: CASSEDAY, LARRY	
2404 BUFFALO MOUNTAIN RD		101 ELLIS AVE	

ARBORVALE, WV 24915	ELKINS, WV 26241
SQUARE FEET: 945	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240509 - RESIDENTIAL REMODEL	
PROPERTY: 929 S KERENS AVE	TYPE: BR-REM RESIDENTIAL REMODEL
APPLIED DATE: 7/16/2025	ISSUED DATE: 7/16/2025 EXPIRATION DATE: 1/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR:	ISSUED TO: URBAN, RYAN & KIM
	929 S KERENS AVE
	ELKINS, WV 26241
SQUARE FEET: 80	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240510 - RESIDENTIAL SIDEWALK/DRIVEWAY	
PROPERTY: 1329 LIVINGSTON AVE	TYPE: BR-SIDE RES DRIVEWAY/SIDEWALK
APPLIED DATE: 7/16/2025	ISSUED DATE: 7/16/2025 EXPIRATION DATE: 1/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR:	ISSUED TO: BENDER, TIMMIE
	1931 SHIMIER PL
	MILL CREEK, WV 26280-5050
SQUARE FEET: 100	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 0.00
PROJECT: 240511 - RESIDENTIAL WINDOWS	
PROPERTY: 118 GRANDVIEW AVE	TYPE: WIND-RES RESIDENTIAL WINDOWS
APPLIED DATE: 7/16/2025	ISSUED DATE: 7/16/2025 EXPIRATION DATE: 1/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: HANSHAWENT HANSHAW ENTERPRISES INC	ISSUED TO: HAYES, RACHEL
148 MIDDLETOWN RD	118 GRANDVIEW AVE
FAIRMONT, WV 26554	ELKINS, WV 26241
SQUARE FEET: 1	
DWELLING TYPE: PRIVATE	UNITS: 22
STATUS: OPEN	BALANCE: 25.00
PROJECT: 240512 - RESIDENTIAL WINDOWS	
PROPERTY: 107 ORCHARD ST	TYPE: WIND-RES RESIDENTIAL WINDOWS
APPLIED DATE: 7/16/2025	ISSUED DATE: 7/16/2025 EXPIRATION DATE: 1/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: HANSHAWENT HANSHAW ENTERPRISES INC	ISSUED TO: BURKE, LINDA M
148 MIDDLETOWN RD	PO BOX 1109
FAIRMONT, WV 26554	ELKINS, WV 26241
SQUARE FEET: 1	
DWELLING TYPE: PRIVATE	UNITS: 19
STATUS: OPEN	BALANCE: 25.00
PROJECT: 240513 - RESIDENTIAL ROOFING	
PROPERTY: 607 CENTRAL ST	TYPE: ROOF-RES RESIDENTIAL ROOFING
APPLIED DATE: 7/16/2025	ISSUED DATE: 7/16/2025 EXPIRATION DATE: 1/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL	ISSUED TO: ARBOGAST, CODY J
2224 BEVERLY PIKE	607 CENTRAL ST
ELKINS, WV 26241	ELKINS, WV 26241
SQUARE FEET: 1,500	
DWELLING TYPE: PRIVATE	UNITS: 1
STATUS: OPEN	BALANCE: 70.00

PROJECT: 240514 - RESIDENTIAL ACCESSORY BUILDING TYPE: BR-ACC RESIDENTIAL ACCESSORY BLD
PROPERTY: 1315 S HENRY AVE
APPLIED DATE: 7/16/2025 ISSUED DATE: 7/16/2025 EXPIRATION DATE: 1/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: MCWILLIAMS MCWILLIAMS BUILDING & CONSTRUC ISSUED TO: SIMMONS, WOODROW
680 BEVERLY PIKE 1315 S HENRY AVE
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 160
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240516 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
PROPERTY: 135 HEAVNER AVE
APPLIED DATE: 7/18/2025 ISSUED DATE: 7/18/2025 EXPIRATION DATE: 1/18/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: D&LMALLOWC D & L MALLOW CONSTRUCTION LLC ISSUED TO: LOWTHER, CHRISTOPHER
407 DIAMOND ST JENNA M JEFFRIES
ELKINS, WV 26241 135 HEAVNER AVE
ELKINS, WV 26241-0000
SQUARE FEET: 2,600
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 103.00

PROJECT: 240517 - RESIDENTIAL DECK TYPE: DECK-RES RESIDENTIAL DECK
PROPERTY: 121 EARLE ST
APPLIED DATE: 7/18/2025 ISSUED DATE: 7/18/2025 EXPIRATION DATE: 1/18/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: ISSUED TO: LAHTI, CREE M
162 MARWOOD GUM RD
ARBOVALE, WV 24915
SQUARE FEET: 275
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 33.25

ZONING PERMITS

7/21/2025 1:41 PM PROJECT MASTER REPORT PAGE: 1
PROJECTS: THRU ZZZZZZZZZZ REPORT SEQUENCE: Project
PROJECT TYPE: Include: BPZONING, M-PLAT CONTRACTOR CLASS: All - All Contractor Classes
CONTRACTORS: All
APPLIED DATES: 6/10/2025 THRU 7/21/2025 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS INCLUDED: Opened, Complet ISSUED DATES: 0/00/0000 THRU 99/99/9999
=====

PROJECT: 240473 - ZONING PERMIT TYPE: BPZONING ZONING
PROPERTY: 121 THIRD ST
APPLIED DATE: 6/17/2025 ISSUED DATE: 6/17/2025 EXPIRATION DATE: 6/17/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: ISSUED TO: BAMBINO'S BISTRO
121 THIRD ST
ELKINS, WV 26241
SQUARE FEET: 1,924
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240487 - ZONING PERMIT TYPE: BPZONING ZONING
PROPERTY: 212 DAVIS AVE
APPLIED DATE: 7/01/2025 ISSUED DATE: 7/01/2025 EXPIRATION DATE: 7/01/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: ISSUED TO: A'LA BOARD PLATES&PLATTERS LLC
146 STARR ROAD
BEVERLY, WV 26253

SQUARE FEET: 1
DWELLING TYPE: PUBLIC UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240515 - ZONING PERMIT TYPE: BPZONING ZONING
PROPERTY: 214 DAVIS AVENUE
APPLIED DATE: 7/16/2025 ISSUED DATE: 7/16/2025 EXPIRATION DATE: 7/16/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: ISSUED TO: DOUBLE KNEE VINTAGE
407 DAVIS ST
ELKINS, WV 26241

SQUARE FEET: 1
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 10.00

VACANT STRUCTURE BILLING FOR 2025

7/21/2025 1:43 PM FEE CODE REPORT PAGE: 1
LICENSES: THRU ZZZZZZZZZZ ORIGINATION DATE: 3/01/2025 THRU 7/21/2025
LIC CODES: Include: CE-VAC EFFECTIVE DATE: 0/00/0000 THRU 99/99/9999
LIC STATUS: All EXPIRATION DATE: 0/00/0000 THRU 99/99/9999
FEE CODES: All PRINT DATE: 0/00/0000 THRU 99/99/9999

FEE CODE: VACANT - VACANT PROPERTY FEE

LICENSE	PERIOD	LIC CODE	STATUS	REPORT	ISSUED TO	# of Years	CHARGES
24474	3/18/25 - 3/18/26	CE-VAC	Active	CODE	BARTON ROBER	2.0000	200.00
24475	3/18/25 - 3/19/26	CE-VAC	Pending	CODE	HOSEY LINDA	3.0000	400.00
24476	3/18/25 - 3/18/26	CE-VAC	Pending	CODE	HOSEY LINDA	3.0000	400.00
24478	4/03/25 - 4/02/26	CE-VAC	Pending	CODE	AUVIL BENJA	3.0000	400.00
24479	4/03/25 - 4/02/26	CE-VAC	Active	CODE	HIGGINS MARIE	3.0000	400.00
24480	3/31/25 - 4/01/26	CE-VAC	Pending	CODE	METHENY MICHE	3.0000	400.00
24481	4/05/25 - 4/04/26	CE-VAC	Active	CODE	MILLER LINDA	3.0000	400.00
24485	4/09/25 - 4/09/26	CE-VAC	Terminated	CODE	CHUA DOMIN	3.0000	400.00
24486	4/09/25 - 4/09/26	CE-VAC	Active	CODE	ARBOGAST GARY	3.0000	400.00
24505	5/06/25 - 5/07/26	CE-VAC	Pending	CODE	PROUDFOOT LINDA	3.0000	400.00
24506	5/06/25 - 5/07/26	CE-VAC	Pending	CODE	HALLE SHANE	3.0000	400.00
24507	5/06/25 - 5/06/26	CE-VAC	Pending	CODE	CHENOWETH ALLEN	3.0000	400.00
24508	5/06/25 - 5/06/26	CE-VAC	Pending	CODE	CHENOWETH ALLEN	3.0000	400.00
24509	5/06/25 - 5/06/26	CE-VAC	Pending	CODE	CORDER DEBOR	3.0000	400.00

Listed with Realtor

REPORT TOTALS: 14 41.0000 5,000.00



CITY OF ELKINS

Municipal Pensions Oversight Board
301 Eagle Mountain Road, Suite 251
Charleston, West Virginia 25311

Under penalty for false swearing (West Virginia Code §61-5-3), I hereby certify the foregoing information in this annual report of the Firemen's Pension and Protection Fund for fiscal year **2025** to be true and accurate in all respects. I further certify (per §8-22-19(d)(1) and §8-22-19(d)(1)(B)) the Board of Trustees of the pension and relief fund has made a report to the governing body of the municipality and to the oversight board on the condition of its fund with respect to the fiscal year. This Annual Report has been presented to the Elkins city council on July 24, 2025.

Date: July 10, 2025

Name: Tracy R. Judy

Signed: 

Title: Municipal Treasurer and Custodian of the Firemen's Pension and Relief Fund

Municipality: City of Elkins

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Pension Fund	<u>Firemen's Pension & Relief Fund</u>								
Treasurer	<u>Tracy Judy</u>								
Municipality	<u>City of Elkins</u>								
Fiscal Year (July 1 - June 30)	<u>2025</u>								
Actuarial Funding Method	<table border="1" style="display: inline-table;"> <tr><td>☐</td><td>Standard Funding Method</td></tr> <tr><td>☒</td><td>Optional Funding Method</td></tr> <tr><td>☐</td><td>Alternative Funding Method (107%)</td></tr> <tr><td>☐</td><td>% Necessary to Maintain Plan Solvency for 15 Years</td></tr> </table>	☐	Standard Funding Method	☒	Optional Funding Method	☐	Alternative Funding Method (107%)	☐	% Necessary to Maintain Plan Solvency for 15 Years
☐	Standard Funding Method								
☒	Optional Funding Method								
☐	Alternative Funding Method (107%)								
☐	% Necessary to Maintain Plan Solvency for 15 Years								

PART I - Asset Reconciliation from Beginning of Fiscal Year to End of Fiscal Year			
Item			Amount
Beginning Fair Value of Pension Plan	July 1 (cash value)		\$ 2,833,449.84
a. Prior year net receivable/payable			\$ -
Beginning Fair Value of Pension Plan	July 1 (accrued value)		\$ 2,833,449.84
I. Revenue During Fiscal Year			
1. Employee Contributions			
a. For Employees hired prior to Jan. 1, 2010	Percent of Gross Salary <u>7.00%</u>	\$ 9,565.56	
b. For Employees hired on or after Jan. 1, 2010	Percent of Gross Salary <u>9.50%</u>	\$ -	
c. Total Employee Contributions			\$ 9,565.56
2. Government Contributions			
a. From Parent Local Government	Required employer contributions from your municipality	\$ -	
b. Overpayment Authorized by City Council Pursuant to §WV Code 8-22-27A(d)		\$ -	
c. Additional Employer Contributions From Your Municipality		\$ -	
d. From State Government	Municipal Pensions Oversight Board (premium surcharges on fire and casualty insurance)	\$ -	
e. Total Government Contributions			\$ -
3. Receivable Contributions			
a. Employee Contributions		\$ -	
b. Local Government Contributions		\$ -	
c. State Government Contributions		\$ -	
d. Other Contributions		\$ -	
e. Total Receivable Contributions			\$ -
4. Earnings on Investments			
a. Net Appreciation/(Depreciation) of Fair Value of Investments		\$ 252,610.21	
b. Net Realized Gain/(Loss) on Sale/Exchange		\$ -	
c. Interest and Dividends		\$ 53,918.50	
d. Other Income		\$ -	
e. Investment Expenses (enter as negative)		\$ (10,517.99)	
f. Receivable Investment Income		\$ -	
g. Payable Investment Expenses (enter as negative)		\$ -	
h. Total Earnings on Investments			\$ 296,010.72
5. All Other Revenues			
Please Specify			\$ -
Total Revenues	The sum of Items I.1. through I.7.		\$ 305,576.28

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

item		Amount
II Expenditures During Fiscal Year Does not include Investment Expenses, see I.4.e. and I.4.g. on first page		
1. Benefits Paid		\$ 79,486.49
Retirement, disability, survivor and any other benefits.		
2. Withdrawals		\$ -
Amount paid to employees or former employees or their survivors, representing return of contributions made by employees during the period of their employment		
3. Administration Expenses		
Administrative expenses and other costs or payments not representing benefit payments or withdrawals.		
a. Municipal Administration	Municipal administration fees.	\$ -
b. Other Administration	Example: Pension Secretary expenses; Rent; etc.	\$ -
c. Total Administration Expenses		\$ -
4. Payables		
Monies payable after the end of the fiscal year		
a. Benefit Payments		\$ -
b. Withdrawals		\$ -
c. Administration Expenses		\$ -
d. Total Payables		\$ -
Total Expenditures	The sum of items II.3. through II.4	\$ 79,486.49
Net Income/(Loss)		
		\$ 226,089.79
Ending Fair Value of Pension Plan June 30 (cash value)		
a. Net receivable/payable		\$ -
Ending Fair Value of Pension Plan June 30 (accrued value)		\$ 3,059,539.63

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

PART II - Asset Allocation at End of Fiscal Year

1. Cash and Cash Equivalents - Short Term		Percent of Total Assets	1.03%
Financial Institution or Money Manager	Type of Account	Fair Value	
Citizens Bank of West Virginia	Checking	\$	(1,559.77)
b.	Treasury Bills	\$	-
Citizens Bank of West Virginia	Savings or Money Market Account	\$	33,193.97
d.	Short Term Investment Funds	\$	-
e.	Re-Purchase Agreements	\$	-
f.	Commercial Paper	\$	-
g.	CDs and Bankers' Acceptances	\$	-
		Fair Value	
Total Cash and Cash Equivalents		\$ 31,634.20	
		The sum of items 1.a. through 1.g.	
2. Fixed Income - Long Term		Percent of Total Assets	41.07%
Financial Institution or Money Manager	Type of Account	Fair Value	
Citizens Bank of West Virginia	US Govt Agencies & Instruments	\$	170,158.40
b.	Foreign Govt, Subdivisions, Agencies or Enterprise	\$	-
c.	International agencies or supranational entities	\$	-
d.	Mortgage-related or others asset back securities	\$	-
e.	Corporate Debt Securities	\$	-
f.	Corporate Inflation-index bonds	\$	-
Citizens Bank of West Virginia	Bank CD's, fixed time deposits, Bankers Acceptance	\$	1,086,492.30
h.	State & Local Govt Debt Securities	\$	-
i.	Mutual Funds (Bonds)	\$	-
j.	International Mutual Funds - Bonds	\$	-
k.	Exchange Traded Funds (ETF) - Bonds	\$	-
l.	International Exchange Traded Funds (ETF) - Bonds	\$	-
		Fair Value	
Total Fixed Income (at fair value)		\$ 1,256,650.70	
		The sum of items 2.a. through 2.l.	
3. Equity Investments		Percent of Total Assets	57.89%
Financial Institution or Money Manager	Type of Account	Fair Value	
a.	Individual Stocks Held	\$	-
b.	Mutual Fund Shares (Equities)	\$	-
Citizens Bank of West Virginia	Exchange Traded Funds (ETF)	\$	1,771,254.73
d.	International Stocks Held	\$	-
e.	International Mutual Funds - Equities	\$	-
f.	International Exchange Traded Funds (ETF)	\$	-
		Fair Value	
Total Equity Investments (at fair value)		\$ 1,771,254.73	
		The sum of items 3.a. through 3.f.	
4. Alternative Investments		Percent of Total Assets	0.00%
Financial Institution or Money Manager	Type of Account	Fair Value	
a.	Real Estate Investment Trust	\$	-
b.	Private Equity Fund	\$	-
c.	Hedge Funds	\$	-
d.	Other Alternative Investments	\$	-
		Fair Value	
Total Alternative Investments (at fair value)		\$ -	
		The sum of items 4.a. through 4.d.	
5. Receivables and Payables		Percent of Total Assets	0.00%
	Type	Fair Value	
a.	Receivable Contributions	\$	-
b.	Receivable Investment Income	\$	-
c.	Payable Investment Expense	\$	-
d.	Payable Benefits, Withdrawals, and Admin Expenses	\$	-
		Fair Value	
Net Receivable/(Payable)		\$ -	
		The sum of items 5.a. through 5.d.	
Total Assets		\$ 3,059,539.63	
		Sum of 1. through 5.	
6. Total return on investments for the period of July 1 thru June 30		(Obtain from financial institution or money manager)	10.45%

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

PART III - Membership and Beneficiaries

* Please report the figures requested below, for the fiscal year reported on page 1. To figure the Average Monthly Number of Persons, add figures for each month and divide by 12. Please round to two decimal places. An employee must have been paid for 100 hours in any month to be included in that month.

** Please report the total number of disability applications received during the fiscal year, the status of each application at the end of the fiscal year, the total applications granted and denied, and the percentage of disability benefit recipients to the total number of active members of the fund. This requirement satisfies §8-22-23a(a) of the WV Code if the report is submitted to the Municipal Pensions Oversight Board prior to August 1st of each year.

Item	Avg. Monthly #
I. Members of your Pension Fund	
Exclude Beneficiaries	
1. Active Members	2.00
Current number of employees contributing to the pension fund	
2. Inactive Members	
Non-active vested members and employees on extended leave without pay	
II. Beneficiaries Receiving Periodic Benefit Payments During Fiscal Year	
1. Retirees	1.00
2. Disability Retirees	
Includes the new applications approved during reporting period	
a. Number of Disability Applications received during the fiscal year	
b. Status of each Disability Application at end of fiscal year - please attach separate sheet with details	
(1.) Disability Applications Approved during Fiscal Year	
(2.) Disability Applications Denied during Fiscal Year	
3. Percentage of Disability Benefit Recipients to the Total of Active Members in the fund	0.00%
4. Survivors (of Deceased Members) Drawing Benefits	1.00

PART IV - Legal Thresholds for Investments

	(1)	(2)	(3)
	%	Maximum % and \$	(Over) Under
Equity Investments	58%	75%	17%
International Securities	0%	30%	30%
Alternative Investments	0%	25%	25%
Cash/Cash Equivalents and Fixed Income (Low 25%; High 75%)	42%	25% 75%	-17% 33%
Short Term Investment - (90 days of expenses)	\$	19,871.62	\$ (11,762.58)



CITY OF ELKINS

Municipal Pensions Oversight Board
301 Eagle Mountain Road, Suite 251
Charleston, West Virginia 25311

Under penalty for false swearing (West Virginia Code §61-5-3), I hereby certify the foregoing information in this annual report of the Policemen's Pension and Protection Fund for fiscal year **2025** to be true and accurate in all respects. I further certify (per §8-22-19(d)(1) and §8-22-19(d)(1)(B)) the Board of Trustees of the pension and relief fund has made a report to the governing body of the municipality and to the oversight board on the condition of its fund with respect to the fiscal year. This Annual Report has been presented to the Elkins city council on July 24, 2025.

Date: July 10, 2025

Name: Tracy R. Judy

Signed: 

Title: Municipal Treasurer and Custodian of the Policemen's Pension and Relief Fund

Municipality: City of Elkins

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Pension Fund	<u>Policemen's Pension & Relief Fund</u>								
Treasurer	<u>Tracy Judy</u>								
Municipality	<u>City of Elkins</u>								
Fiscal Year (July 1 - June 30)	<u>2025</u>								
Actuarial Funding Method	<table border="1"> <tr> <td>☐</td> <td>Standard Funding Method</td> </tr> <tr> <td>☒</td> <td>Optional Funding Method</td> </tr> <tr> <td>☐</td> <td>Alternative Funding Method (107%)</td> </tr> <tr> <td>☐</td> <td>% Necessary to Maintain Plan Solvency for 15 Years</td> </tr> </table>	☐	Standard Funding Method	☒	Optional Funding Method	☐	Alternative Funding Method (107%)	☐	% Necessary to Maintain Plan Solvency for 15 Years
☐	Standard Funding Method								
☒	Optional Funding Method								
☐	Alternative Funding Method (107%)								
☐	% Necessary to Maintain Plan Solvency for 15 Years								

PART I - Asset Reconciliation from Beginning of Fiscal Year to End of Fiscal Year			
Item			Amount
Beginning Fair Value of Pension Plan	July 1 (cash value)		\$ 4,679,153.12
a. Prior year net receivable/payable			\$ -
Beginning Fair Value of Pension Plan	July 1 (accrued value)		\$ 4,679,153.12
I. Revenue During Fiscal Year			
1. Employee Contributions			
a. For Employees hired prior to Jan. 1, 2010	Percent of Gross Salary 7.00%	\$ 5,492.37	
b. For Employees hired on or after Jan. 1, 2010	Percent of Gross Salary 9.50%	\$ 7,382.21	
c. Total Employee Contributions			\$ 12,874.58
2. Government Contributions			
a. From Parent Local Government	Required employer contributions from your municipality	\$ 26,680.00	
b. Overpayment Authorized by City Council Pursuant to §WV Code 8-22-27A(d)		\$ -	
c. Additional Employer Contributions From Your Municipality		\$ -	
d. From State Government	Municipal Pensions Oversight Board (premium surcharges on fire and casualty insurance)	\$ 160,720.53	
e. Total Government Contributions			\$ 187,400.53
3. Receivable Contributions			
a. Employee Contributions		\$ -	
b. Local Government Contributions		\$ -	
c. State Government Contributions		\$ -	
d. Other Contributions		\$ -	
e. Total Receivable Contributions			\$ -
4. Earnings on Investments			
a. Net Appreciation/(Depreciation) of Fair Value of Investments		\$ 330,413.02	
b. Net Realized Gain/(Loss) on Sale/Exchange		\$ 144,155.33	
c. Interest and Dividends		\$ 77,701.33	
d. Other Income		\$ -	
e. Investment Expenses (enter as negative)		\$ (16,365.62)	
f. Receivable Investment Income		\$ -	
g. Payable Investment Expenses (enter as negative)		\$ -	
h. Total Earnings on Investments			\$ 535,904.06
5. All Other Revenues			
Please Specify			\$ -
Total Revenues	The sum of Items I.1. through I.7.		\$ 736,179.17

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Item		Amount
II Expenditures During Fiscal Year Does not include Investment Expenses, see I.4.e. and I.4.g. on first page		
1. Benefits Paid		
Retirement, disability, survivor and any other benefits.		\$ 383,867.19
2. Withdrawals		
Amount paid to employees or former employees or their survivors, representing return of contributions made by employees during the period of their employment		\$ -
3. Administration Expenses		
Administrative expenses and other costs or payments not representing benefit payments or withdrawals.		
a. Municipal Administration Municipal administration fees	\$ -	
b. Other Administration Example: Pension Secretary expenses; Rent; etc.	\$ -	
c. Total Administration Expenses		\$ -
4. Payables		
Monies payable after the end of the fiscal year		
a. Benefit Payments	\$ -	
b. Withdrawals	\$ -	
c. Administration Expenses	\$ -	
d. Total Payables		\$ -
Total Expenditures The sum of items II.1. through II.4		\$ 383,867.19
Net Income/(Loss)		
		\$ 352,311.98
Ending Fair Value of Pension Plan June 30 (cash value)		
a. Net receivable/payable		\$ -
Ending Fair Value of Pension Plan June 30 (accrued value)		\$ 5,031,465.10

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

PART II - Asset Allocation at End of Fiscal Year

1. Cash and Cash Equivalents - Short Term		Percent of Total Assets	1.33%
Financial Institution or Money Manager	Type of Account	Fair Value	
a. Checking		\$	-
b. Treasury Bills		\$	-
Citizens Bank of West Virginia	Savings or Money Market Account	\$	67,058.26
d. Short Term Investment Funds		\$	-
e. Re-Purchase Agreements		\$	-
f. Commercial Paper		\$	-
g. CDs and Bankers' Acceptances		\$	-
		Fair Value	
Total Cash and Cash Equivalents		The sum of items 1.a. through 1.g.	
		\$ 67,058.26	
2. Fixed Income - Long Term		Percent of Total Assets	37.63%
Financial Institution or Money Manager	Type of Account	Fair Value	
Citizens Bank of West Virginia	US Govt Agencies & Instruments	\$	325,092.90
b. Foreign Govt, Subdivisions, Agencies or Enterprise		\$	-
c. International agencies or supranational entities		\$	-
d. Mortgage-related or others asset back securities		\$	-
e. Corporate Debt Securities		\$	-
f. Corporate Inflation-index bonds		\$	-
Citizens Bank of West Virginia	Bank CD's, fixed time deposits, Bankers Acceptance	\$	1,568,119.25
h. State & Local Govt Debt Securities		\$	-
i. Mutual Funds (Bonds)		\$	-
j. International Mutual Funds - Bonds		\$	-
k. Exchange Traded Funds (ETF) - Bonds		\$	-
l. International Exchange Traded Funds (ETF) - Bonds		\$	-
		Fair Value	
Total Fixed Income (at fair value)		The sum of items 2.a. through 2.l.	
		\$ 1,893,212.15	
3. Equity Investments		Percent of Total Assets	61.04%
Financial Institution or Money Manager	Type of Account	Fair Value	
a. Individual Stocks Held		\$	-
b. Mutual Fund Shares (Equities)		\$	-
Citizens Bank of West Virginia	Exchange Traded Funds (ETF)	\$	3,071,194.69
d. International Stocks Held		\$	-
e. International Mutual Funds - Equities		\$	-
f. International Exchange Traded Funds (ETF)		\$	-
		Fair Value	
Total Equity Investments (at fair value)		The sum of items 3.a. through 3.f.	
		\$ 3,071,194.69	
4. Alternative Investments		Percent of Total Assets	0.00%
Financial Institution or Money Manager	Type of Account	Fair Value	
a. Real Estate Investment Trust		\$	-
b. Private Equity Fund		\$	-
c. Hedge Funds		\$	-
d. Other Alternative Investments		\$	-
		Fair Value	
Total Alternative Investments (at fair value)		The sum of items 4.a. through 4.d.	
		\$ -	
5. Receivables and Payables		Percent of Total Assets	0.00%
	Type	Fair Value	
a. Receivable Contributions		\$	-
b. Receivable Investment Income		\$	-
c. Payable Investment Expense		\$	-
d. Payable Benefits, Withdrawals, and Admin Expenses		\$	-
		Fair Value	
Net Receivable/(Payable)		The sum of items 5.a. through 5.d.	
		\$ -	
Total Assets		Sum of 1. through 5.	
		\$ 5,031,465.10	
6. Total return on investments for the period of July 1 thru June 30		(Obtain from financial institution or money manager)	
		11.45%	

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

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** Please report the total number of disability applications received during the fiscal year, the status of each application at the end of the fiscal year, the total applications granted and denied, and the percentage of disability benefit recipients to the total number of active members of the fund. This requirement satisfies §8-22-23a(a) of the WV Code if the report is submitted to the Municipal Pensions Oversight Board prior to August 1st of each year.

Item		Avg. Monthly #
I. Members of your Pension Fund		
Exclude Beneficiaries		
1. Active Members	Current number of employees contributing to the pension fund	2.00
2. Inactive Members	Non-active vested members and employees on extended leave without pay	
II. Beneficiaries Receiving Periodic Benefit Payments During Fiscal Year		
1. Retirees		8.00
2. Disability Retirees	Includes the new applications approved during reporting period	
a. Number of Disability Applications received during the fiscal year		
b. Status of each Disability Application at end of fiscal year - please attach separate sheet with details		
(1.) Disability Applications Approved during Fiscal Year		
(2.) Disability Applications Denied during Fiscal Year		
3. Percentage of Disability Benefit Recipients to the Total of Active Members in the fund		0.00%
4. Survivors (of Deceased Members) Drawing Benefits		3.00

PART IV - Legal Thresholds for Investments

	(1)	(2)	(3)
	%	Maximum % and \$	(Over) Under
Equity Investments	61%	75%	14%
International Securities	0%	30%	30%
Alternative Investments	0%	25%	25%
Cash/Cash Equivalents and Fixed Income (Low 25%; High 75%)	39%	25% 75%	-14% 36%
Short Term Investment - (90 days of expenses)		\$ 95,966.80	\$ 28,908.54