



City of Elkins

Council Meeting

November 6, 2025

7:00 PM

Phil Gainer Community Center
142 Robert E Lee Ave. Ext.

AGENDA

1. **Invocation and Pledge of Allegiance**
2. **Call to order and roll call**
3. **Public comment**
4. **Presentation**
 - a. Presentation by Bearing Advisors
5. **Minutes**
 - a. Proposed minutes for the meeting of October 16, 2025.
6. **Correspondence, Notifications, and Recognitions**
 - a. Building permits, zoning permits, and vacant property registrations
7. **Councilor Reports**
8. **Staff reports**
9. **Approval of vendor invoice payments**
 - a. Vendor invoices presented for approval: October 13-31, 2025.

(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.)
10. **New business**
 - a. Proposal to fund purchase and installation of Mon Forest Towns Kayak Kiosk
 - b. Resolution 1873: Appointing Van Broughton to the Elkins-Randolph County Regional Airport Authority for a term ending June 30, 2028
 - c. Resolution 1874: Establishing a compensation level for an Operations Department employee
 - d. Resolution 1875: Accepting the winning bid for Phase II of the City Hall project, submitted by Commercial Builders, Inc. of West Virginia, for \$1,679,900
 - e. Resolution 1876: Approving terms and executing lease with Hart Office Solutions for Municipal Court printer
 - f. Resolution 1877: Approving terms and executing addendum to lease with the Randolph County Development Authority for temporary office space at the WV Wood Technology Center

- g. Resolution 1878: Appointing Carol Schuler as a regular member of the Board of Zoning Appeals, for a term starting January 1, 2026 and ending December 31, 2028

11. Mayor's comments

12. Adjournment