City of Elkins

Council Meeting

January 8, 2026
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. **Minutes**
   a. Proposed minutes for the meeting of December 4, 2025
5. **Correspondence, Notifications, and Recognitions**
   a. Recognition of Elkins High School student Juliann Harlan on her acceptance into the United States Senate Youth Program
6. **Presentations**
   a. City of Elkins Communications Department: 2026 Communications Plan
7. **Councilor Reports**
8. **Officer Reports**
   a. Treasurer's Report
   b. Clerk's report
9. **Approval of Vendor Invoice Payments**
   a. Vendor invoices presented for approval: December 1, 2025 through January 2, 2026

   (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. Ordinance 349: Reducing the speed limit to 15 miles per hour on all streets bounded by Sycamore Street (but not including Sycamore Street), Randolph Avenue (but not including Randolph Avenue), Diamond Street (including Diamond Street), and the City's eastern boundary. (Final reading)
    b. Resolution 1886: Updated Memorandum of Understanding with Refinery Church for provision of warming station
    c. Resolution 1887: Ratify appointments of Council members to Elkins Parks and Recreation Commission and Planning Commission

d. Resolution 1888: FY 2026 General Fund budget revisions 1-4

e. Resolution 1889: FY 2026 General Fund Budget Revision SAO-2026-001-02 (roll-call vote required)

f. Planning for #America250 observance

g. Personnel matter concerning an appointed official

11. Mayor's Comments

12. Adjournment

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	Minutes
Category:	Action Item
Agenda Item Name:	Proposed minutes for the meeting of December 4, 2025
Recommended By:	City Clerk
Summary:	Minutes proposed for the referenced meeting
Fiscal Impact:	n/a
Recommendation:	Consider for approval
Attachments:	1. city council - 2025_12_04 - minutes_proposed

ELKINS COMMON COUNCIL MEETING MINUTES

Phil Gainer Community Center
142 Robert E Lee Ave. Ext.
Elkins, WV 26241
December 4, 2025
7:00 p.m.

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

Councilor Thompson was absent.

PUBLIC COMMENT

There was no public comment.

MINUTES

Chenoweth **MOVED APPROVAL OF THE MINUTES OF THE NOVEMBER 20, 2025.** The motion carried.

CORRESPONDENCE, NOTIFICATIONS, AND RECOGNITIONS

a. Recognition of the Elkins High School Cross-Country Team
b. Building permits, zoning permits, and vacant property registrations

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 Clerk S. Stokes provided a written report (attached).

COUNCILOR REPORTS

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

APPROVAL OF VENDOR INVOICE PAYMENTS

Chenoweth **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 November 17 through November 28, 2025

NEW BUSINESS

a. Resolution 1885: Reappointing E. Douglas to the Board of Zoning Appeals, Phillips Kolsun to the Planning Commission, Susan Evick to the Planning Commission, Nanci Bross-Fregonara to the Tree Board, and Iris Allen to the Tree Board.

Woods **MOVED APPROVAL OF RESOLUTION 1885.** The motion carried.

b. Ordinance 349: Reducing the speed limit to 15 miles per hour on all streets bounded by Sycamore Street (but not including Sycamore Street), Randolph Avenue (but not including Randolph Avenue), Diamond Street (including Diamond Street), and the City's eastern boundary. (First of two readings.)

Bross-Fregonara **MOVED APPROVAL OF ORDINANCE 349 ON THE FIRST OF TWO READINGS.** The motion carried.

c. HR Director Vacancy

Chenoweth **MOVED THAT COUNCIL ENTER EXECUTIVE SESSION WITH THE ADMINISTRATIVE OFFICERS FOR THE AGENDA ITEM "HR DIRECTOR VACANCY."** The stated exemption was for matters arising from the employment, etc. of an individual, as allowed under WVC §6-9A-4 (b) (2) (A). The motion carried. The executive session began at 7:29 p.m. and ended at 8:12 p.m. The mayor announced that no decisions were made and no actions were taken.

The meeting was adjourned at 8:13 p.m.

Attest: S.R. Stokes, City Clerk

Jerry A. Marco, Mayor

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	Correspondence, Notifications, and Recognitions
Category:	Presentation
Agenda Item Name:	Recognition of Elkins High School student Juliann Harlan on her acceptance into the United States Senate Youth Program
Recommended By:	Mayor
Summary:	Recognition of Elkins High School junior Juliann Harlan for her selection to the prestigious United States Senate Youth Program, a highly competitive national honor for outstanding student leaders. Ms. Harlan is the first student from Elkins High School and only the second from Randolph County to be chosen for the program, which includes a scholarship and a weeklong educational experience in Washington, D.C.
Fiscal Impact:	n/a
Recommendation:	Informational; no action needed
Attachments:	None

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	Presentations
Category:	Presentation
Agenda Item Name:	City of Elkins Communications Department: 2026 Communications Plan
Recommended By:	City Clerk
Summary:	The Communications Manager will present the City of Elkins Communications Plan for 2026. While the full presentation is not included as an attachment, we have attached a brief report highlighting year-over-year website content updates and overall performance, as well as the performance of the City's Facebook page. The data provides a "before-and-after" snapshot illustrating the impact of initiatives under the current Communications Manager, Leon Kaye, who joined the City in May 2025.
Fiscal Impact:	n/a
Recommendation:	Review presented information
Attachments:	1. Communications - Web-FB stats - Jan 2026

City of Elkins: Website and Social Media Report

January 2026

City Website: New Content

	Jan 2024 - April 2025	***May 2025 - Dec 2025***
Dynamic Content (announcements & current events)		
New Articles and Press Releases	105	**122**
Average/Month	6.6	**15.3**
Informational Pages (static)		
New pages	11	**13**
Average/Month	0.7	**1.6**

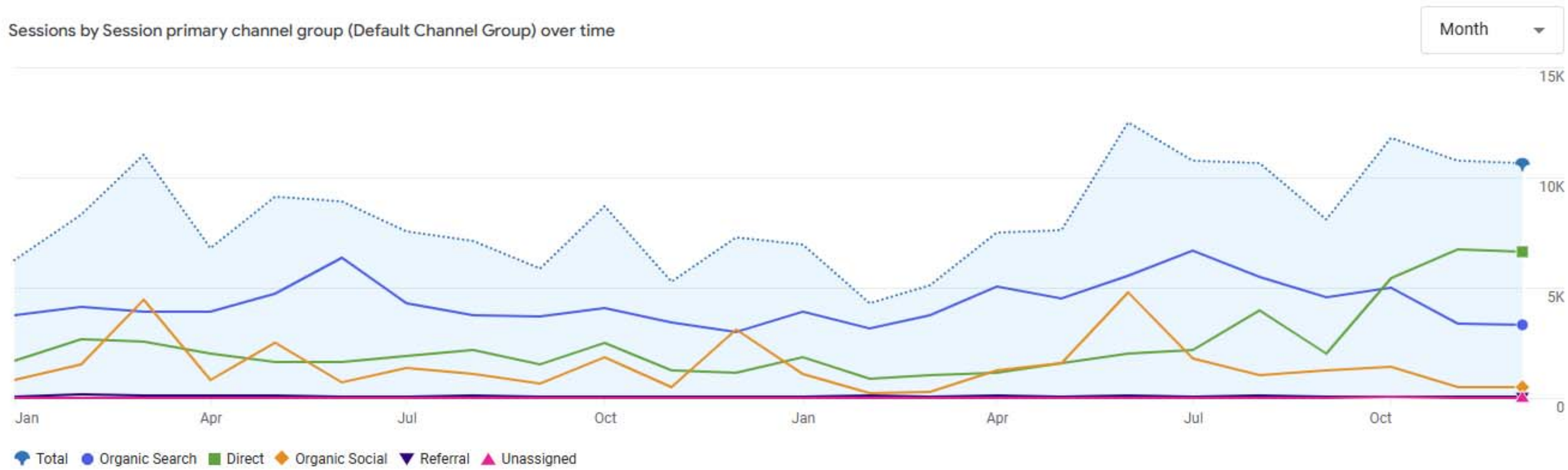
City Website: Performance & Visits

2024	User Visits	2025	User Visits
Jan 2024	6,225	Jan 2025	6,956
Feb 2024	8,332	Feb 2025	4,280
Mar 2024	11,028	Mar 2025	5,110
Apr 2024	6,783	Apr 2025	7,494
May 2024	9,112	May 2025	7,624
Jun 2024	8,888	Jun 2025	12,505
Jul 2024	7,530	Jul 2025	10,753
Aug 2024	7,123	Aug 2025	10,657
Sep 2024	5,864	Sep 2025	8,077
Oct 2024	8,674	Oct 2025	11,801
Nov 2024	5,268	Nov 2025	10,774
Dec 2024	7,261	Dec 2025	10,655
	7,674		**8,891**

Average site visits Jan 2024-May 2025:	6,856
Aveage monthly site visits May 2025-Dec 2025:	**10,356**
Overal monthly average, 2024-2025	8,283

Best month: Jun 2025 (Mostly due to July 4 event information)

Month-to-Month Visits, 2024-2025 (Source: Google Analytics)



City Facebook Page: Performance & Visits

Elkins City Hall Facebook Page Statistics					
Jan 2025 - Apr 2025	Total	Average/Month	May 2025 - Dec 2025	Total	Average/Month
Views	1,118,534	**279,634**	Views	**3,573,133**	**446,642**
3-second views (leads to more interactions)	27,741	**6,935**	**3-second views (leads to more interactions)**	**102,541**	**12,818**
1-minute views	1,667	**417**	**1-minute views**	**2,498**	**312**
Content interactions	11,400	**2,850**	**Content interactions**	**38,565**	**4,821**
Watch time (hours)	446	**112**	**Watch time (hours)**	**708**	**89**

***Facebook/Meta does not make historical data available without written requests; data for 2024 is unavailable**

Number of followers May 5, 2025	**9,143**
Number of followers Jan 5, 2026	**10,164**

What do Facebook users react to? Bottom line, sharp photographs and short videos

Most popular posts of 2025, based on interactions (likes/comments)

Title	...	Returning viewers	Shares	Approximate in-strea...	Link clicks	Reach	Interactions
👏👏👏👏👏👏👏👏👏👏👏 ___... Reel • Elkins City Hall Boost ···		0	117	$0.00	1	87,596	2,110
Our parks are for all of us. This week, one (o... Multi media • Elkins City Hall Boost ···		--	138	--	79	36,943	569
The rain fell heavily, yet this morning, Mayo... Multi media • Elkins City Hall Boost ···		--	57	--	--	17,919	530
Good morning, first unofficial day of winter... Photo • Elkins City Hall Boost ···		--	25	--	--	14,886	495
Good afternoon ❄️❄️❄️⛄❄️❄️❄️ ___... Multi media • Elkins City Hall Boost ···		--	16	--	--	12,820	403
Thank you, everyone, for coming downtow... Photo • Elkins City Hall Boost ···		--	28	--	--	10,735	401
Randolph County Schools Band, Elkins Chr... Reel • Elkins City Hall Boost ···		0	12	$0.00	--	14,943	374

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	Officer Reports
Category:	Presentation
Agenda Item Name:	Treasurer's Report
Recommended By:	
Summary:	The attached report from the City Treasurer includes: • General Fund Revenue Detail report showing: most recent month's revenues, YTD revenues, and YTD actual revenues as percentage of budgeted revenues • Bank account balances • Budget control summary • InvoiceCloud report • Interest received on each fund's pooled cash deposits
Fiscal Impact:	n/a
Recommendation:	Review presented information
Attachments:	1. Treasurer's Report - 2025_12_11 2. Treasurer Report - 2026_01_05

Tracy Judy

From: no-reply=invoicecloud.com@mg.invoicecloud.com on behalf of InvoiceCloud <no-reply@invoicecloud.com>
Sent: Wednesday, December 31, 2025 10:14 AM
To: Tracy Judy
Subject: InvoiceCloud Daily Management Report

CAUTION: This email originated from outside the organization. Do not click links or open attachments or reply unless you recognize the sender and know the content is safe. Contact Help Desk for assistance.

InvoiceCloud™

City of Elkins WV:

Daily Management Report for 12/31/2025:

Invoice Type	YTD #	YTD $	MTD #	MTD $	Day #	Day $	Paperless #	AutoPay #
Utility	31,809	$4,037,022.74	2,695	$331,253.56	47	$4,565.31	3,289	1,103
Non Utility Payments	514	$117,013.20	22	$2,881.20	1	$159.83	858	0

Powered By InvoiceCloud™

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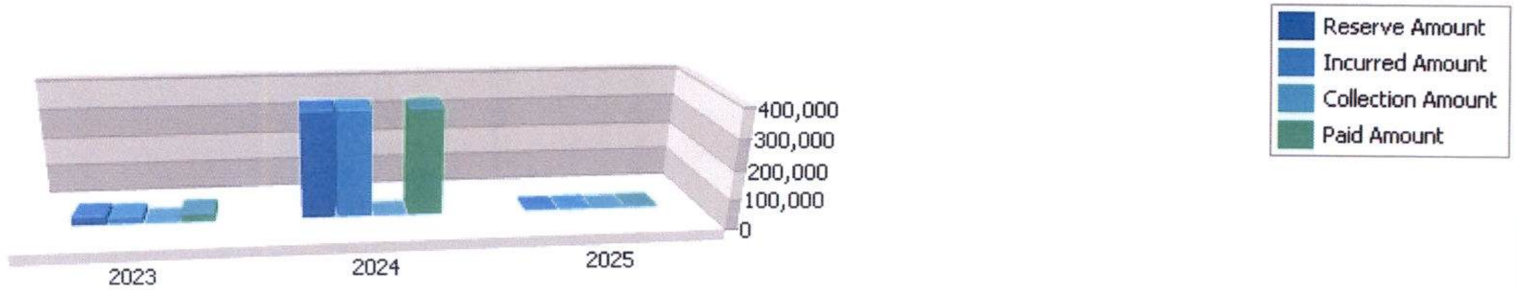
Current FY Claim Status

Financial Data for past 5 Years



Current FY Claim Type

WVcorp

Member Portal

City of Elkins

Home | Report a Claim | Resources | Site Tools | About WVcorp

Drag a column header here to group by that column

Claim Status	Claim Type	Claim Number	Claimant	Event Date	Claim Date	Reserve	Paid	Collection	Incurred
Open	PR	WV0792024024215	City of Elkins	8/31/2024	9/4/2024	$0.00	$212,179.30	$0.00	$212,179.30
Open Subro	PR	WV0792025027063	City of Elkins	8/12/2025	9/15/2025	$1,380.00	$3,620.00	$0.00	$5,000.00

Export Excel

General Fund Revenue Detail

	November Revenues	YTD Revenues	Percent of Revenues Collected Per Budget	Percent of Yr. Completed 41.67
County Tax	$40,044.45	$836,856.40	67.04%	1,248,359.00
B & O Tax	$217,725.23	$1,168,542.33	64.74%	1,805,000.00
Hotel/Motel Tax	$43,870.69	$177,271.87	68.05%	260,500.00
Gas & Oil Severance Tax	$0.00	$17,287.38	69.15%	25,000.00
2% City Utility Tax	$7,963.32	$40,294.43	41.97%	96,000.00
Utility Excise Tax	$14,301.38	$164,654.51	49.90%	330,000.00
Liquor Tax	$0.00	$43,722.50	50.84%	86,000.00
Police	$815.00	$7,887.00	66.28%	11,900.00
Municipal Court	$2,094.00	$7,941.87	31.14%	25,500.00
Code Enforcement	$1,137.60	$15,600.96	44.70%	34,900.00
Business License	$440.00	$8,665.00	29.88%	29,000.00
Intergovernmental	$31,741.05	$203,189.24	87.06%	233,398.00
Franchise/IRP Fees	$19,215.09	$64,638.48	49.72%	130,000.00
Phil Gainer Community Center	$1,190.00	$22,965.00	45.93%	50,000.00
Misc. Revenue	$743,254.55	$1,024,805.89	478.52%	214,160.00
Municipal Sales Tax	$0.00	$846,312.65	56.42%	1,500,000.00
TOTAL	**$1,123,792.36**	**$4,650,635.51**	**76.49%**	6,079,717.00

Miscellaneous revenue includes $904,756.55 from Mountain Valley Bank for reimbursement of payments made from General Fund for City Hall & HVAC projects.

FY2026 Budget Control Summary

Fund		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	YTD TOTALS
General Fund	Revenues	$989,637.10	$668,164.14	$535,168.74	$1,333,873.17	$393,923.81	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$647,192.43**	$3,920,766.96
	Expenses	$745,589.21	$774,261.35	$686,654.04	$652,085.35	$414,984.58	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$3,273,574.53
Sanitation Fund	Revenues	$142,546.84	$134,981.63	$150,220.49	$133,884.66	$129,616.56	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**-$48,414.36**	$691,250.18
	Expenses	$168,517.89	$142,348.97	$150,496.05	$167,024.52	$111,277.11	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$739,664.54
Sewer Fund	Revenues	$277,067.46	$258,059.28	$281,895.75	$262,247.89	$271,776.30	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$75,740.07	$1,351,046.68
	Expenses	$252,414.52	$275,292.22	$274,824.60	$274,977.10	$197,798.17	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$1,275,306.61
Water Fund	Revenues	$447,734.01	$355,174.15	$451,688.93	$413,596.56	$438,976.31	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$43,011.22**	$2,107,169.96
	Expenses	$462,793.24	$418,572.84	$414,801.41	$438,554.14	$329,437.11	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$2,064,158.74
Fire Fund	Revenues	$44,065.19	$75,501.80	$75,647.18	$46,726.73	$70,186.87	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**-$183,847.50**	$312,127.77
	Expenses	$128,682.85	$83,969.17	$83,651.35	$113,888.43	$85,783.47	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$495,975.27
Landfill Fund	Revenues	$400.93	$404.89	$502.56	$303.78	$304.76	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,756.24	$1,916.92
	Expenses	$74.64	$24.00	$62.04	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$160.68

Bank Account Name	Balance as of 11/30/2025
ARPA	$20,738.30
Elkins Municipal Building Comm.	$0.00
Financial Stabilization	$1,256,060.95
Fire Pension Fund	$3,243,659.09
Firemen's Pension & Relief Fund	$0.00
Grant Co Bank-Whitmer	$15,961.06
Landfill Access Escrow	$2,014,505.68
Landfill Post Closure	$48,805.35
Opioid	$25,609.29
Payroll	$59,264.38
Police Forfeitures	$24,580.11
Police Pension Fund	$5,433,817.69
Police Seizures	$20,006.35
Policemen's Pension & Relief Fund	$0.00
Pooled Cash-Coal Severance Fund	$75,822.85
Pooled Cash-Fire Fund	-$6,062.19
Pooled Cash-General Fund	$684,820.30
Pooled Cash-Landfill Fund	$134,159.64
Pooled Cash-Parks Fund	$681,779.19
Pooled Cash-Sanitation Fund	$435,479.75
Pooled Cash-Sewer Fund	$347,612.32
Pooled Cash-Water Fund	$588,504.16
Sewer Depreciation	$223,170.65
Sewer O&M	$657,539.84
TIF District #1	$171,590.81
Water Depreciation	$180,825.17
Water O&M	$660,889.11

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	Officer Reports
Category:	Presentation
Agenda Item Name:	Clerk's report
Recommended By:	City Clerk
Summary:	The attached report provides updates on City Clerk office activities, including council and committee support, records management, legislation and rulemaking support, GIS and addressing projects, staff development, TIF administration, civil service commissions, alcohol licensing, public relations, leadership team meetings, planning and zoning activities, building commission matters, grants and funding efforts, intergovernmental coordination, and election planning.
Fiscal Impact:	n/a
Recommendation:	Review presented information
Attachments:	1. city clerk council report - 2026_01_08

Office of the City Clerk

Council Report

Date: January 8, 2026

1. Council & Committee Support

- 12/8 Finance Committee meeting
- 12/11 Planning Commission meeting
- 12/12 City of Elkins Holiday Party
- 1/5 Personnel Committee meeting
- 1/5 Rules & Ordinances Committee meeting
- 1/8 Planning Commission meeting

2. Information Management & Records Administration

- FOIA Requests 2025-20 and 2025-21 denied on grounds they concerned information pertaining to minor children.
- Held demo with Smarsh to explore SMS archiving options. Requested by IT Manager Dewaine Corley to hold off exploring external solutions until current capabilities can be researched with Craig.

3. Legislation & Rulemaking

- *Council Rules:* Updated draft after December 1 Rules & Ordinances Committee feedback. Discussed at January 5 Rules & Ordinances Committee meeting and am now incorporating additional feedback. Created "Council Committees Job Descriptions" document for possible inclusion in new Rules. This add-on will be reviewed by each committee at upcoming meetings.
- *Legislative Session Preparation:* Initiated a contact-information collection campaign for officials in more than 200 West Virginia municipalities in advance of the upcoming West Virginia Legislature session. This effort will improve the timeliness and effectiveness of "call to action" communications related to legislation that may impact municipalities.
- *WVML Member Engagement Tools:* Provided the West Virginia Municipal League with sample "call to action" templates for potential use in soliciting member input on pending legislation. The templates include standardized fields (e.g., bill numbers and WVML's position) to help recipients quickly understand the issue and respond, even if they are not closely tracking the legislative session.

4. Mapping & Addressing

- 1/6: Region VII GIS consultant presented beta version of online app to provide historical city election data using GIS tools.
- Beginning to research the possibility of a project to renumber all city addresses using Frontage Interval Addressing ("E911 addresses"). Spoke with Buckhannon City Engineer about that city's plan to seek grant funding for such a project in that city. Based on Buckhannon's estimate, a similar project in Elkins might cost around $65,000.

- Ongoing: Coordinating with Region VII GIS consultant to support WVU Land Use & Sustainable Development Law Clinic in creation of maps for updated comprehensive plan.

5. Staff Development

- GoSkills is under review by Admin Officers to evaluate its applicability for city clerical staff.

6. TIF Administration

The TIF District is in its second full fiscal year and has generated about $90,000 as of June 30, 2025. Consultants estimate this level of revenue could support a $1–2 million bond issuance by summer 2026; this will be reassessed in March 2026 when updated assessed values are available. The TIF Advisory Committee—comprising the City Clerk, Operations Manager, RCDA Director, and Woodlands Development & Lending Executive Director—meets as needed to recommend TIF-related expenditures to Council.

No TIF funded projects are currently underway. Summary of current efforts to fund TIF projects follows below:

- The City has submitted an application to the Department of Highways (DOH) for a Transportation Alternatives (TA) grant to fund the engineering work for the Riverfront and Streetscape projects. The application is still open, and a decision has not yet been received.

- Engineering for these projects is also included in one of the FY 2026 federal appropriations bills (not yet approved by Congress).

- The City could issue bonds backed by TIF (Tax Increment Financing) revenues, totaling approximately $2 million, sometime during 2026. Depending on the outcome of the DOH grant and the federal appropriations process, these bond proceeds may be used to fund the engineering phase of the Riverfront and Streetscape projects or some other phase.

- The committee will meet in March 2026 to evaluate prospects for a bond issue.

- Woodlands has received grant funding to compensate it for staff time providing project management for the city's Riverfront and Streetscape projects.

7. Firefighters Civil Service Commission

- Entry-level list expires: September 2026
- Captain list expires: January 2028
- One lieutenant vacancy but no one eligible for promotion for at least one year.

8. Police Civil Service Commission

- Entry-level list expires Nov. 8, 2028. The list consists of four already certified officers eligible for appointment to EPD.

9. Alcohol Beverage Licensing

The city does not issue alcoholic beverage licenses but must certify whether proposed Class A or B locations comply with zoning and provide endorsements for Class A floorplan extensions and Fair and Festival permits. Council has delegated endorsement-letter authority to the Mayor.

Class A/B license zoning forms processed:

- None

Floorplan extensions/special event endorsements issued:

- Old Brick Playhouse, Feb. 14.

10. Public Relations

Press releases:

- Mayor Awards Extra Mile Heroes
- Elkins City Council to Consider Pilot Program to Secure Public Safety in Residential Neighborhoods

11. Leadership Team

The Leadership Team consists of the city's five Administrative Officers, the HR Director, the Municipal Judge, the Parks Director, and the Water and Wastewater Chief Operators. This team meets biweekly, as other commitments allow.

- December 9: Leadership Team discussed next steps for the HR Director vacancy.
- January 8: Discussed implementation of GoSkills training platform.

12. Planning Commission Activity

The Planning Commission's regular meetings are on second Thursdays at 4 p.m. Currently, the commission meets at the W. Va. Wood Technology Center. The commission is currently in the process of updating the city's Comprehensive Plan, supported by a consultant from the WVU Land Use and Sustainable Development Law Clinic.

December 11 meeting: The commission completed its review and updates of the Future Land Use and Development Areas Maps. The WVU consultant provided a draft of the Comprehensive Plan for members to review over the holidays. The commission also reviewed draft policy and application forms for citizen requests for Zoning Text Amendments and Zoning Map Amendments.

January 8 meeting: The commission provided feedback on the written draft prepared by the WVU consultant and began prioritizing actions in the Implementation Matrix of the draft plan.

These were reviewed again at its January 8 meeting.

Pending/future topics before the commission:

- Review of the city's law concerning signs (building officer is researching other formats)

- New zoning districts (e.g., Mixed Commercial-Industrial, Highway Commercial, Residential Business)

Next meeting: February 12, 4 p.m.

13. Board of Zoning Appeals (BZA)

The BZA hears applications for variances and conditional use permits. The BZA meets as needed, at least two times a year.

There are currently no active applications or petitions to the BZA.

The BZA has no vacant regular seats but could use up to two additional alternate members. Alternate members attend all meetings and participate in deliberations, but do not vote on the board's official actions unless they are officially substituting for an absent regular member.

14. Building Commission

The Building Commission finances, owns, and leases public facilities, allowing the city to undertake long-term capital projects that municipal governing bodies cannot directly enter into under West Virginia law. For this purpose, it holds title to the Phil Gainer Community Center, the Sanitation Garage, and City Hall.

This commission has a vacancy after the resignation of Van Broughton.

15. Grants & Funding Activity

Open grant applications submitted by the Office of the City Clerk:

- WV DOH Transportation Alternatives Grant application submitted July 2025. The amount applied for is $573,000. Grant would fund the engineering phase for the city's Streetscape and Riverfront projects. If awarded, there would be a 20 percent local match, for which we could use TIF revenues without jeopardizing the possible 2026 bond issue. No update has been received to date.

Congressionally directed spending:

- Our application for substantially the same work described above is listed in the FY 2026 Transportation, Housing and Urban Development, and Related Agencies appropriation bill. The amount listed is $503,000. For this money to be disbursed, there would need to be a full-year FY 2026 budget, not a continuing resolution.

Other grant-related activities:

- Introduced the Mon Forest Towns grant writer to EPRC staff.
- We are exploring obtaining grant writing training for the Executive Secretary.

16. External Relations & Intergovernmental Coordination

The West Virginia Clerks & Recorders Association has launched a campaign to gather updated contact information for all WV municipalities. Among other benefits, this will further strengthen WVML's ability to coordinate feedback to state legislators during the upcoming legislative session.

17. Elections

Planning for needed local changes to comply with the new state law requiring cities to cede election administration to their local counties. Although state law requires us to do this, it also requires that we follow the charter-amendment process to do, meaning that we are not ultimately in control (one unwithdrawn objection to a charter change would require it to be put before the voters on the ballot).

##

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	Approval of Vendor Invoice Payments
Category:	Action Item
Agenda Item Name:	Vendor invoices presented for approval: December 1, 2025 through January 2, 2026 *(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.)*
Recommended By:	City Treasurer
Summary:	Accounts payable transactions in all funds for the referenced period.
Fiscal Impact:	Report details $2,148,484.50 in transactions from all funds.
Recommendation:	Consider for approval
Attachments:	1. AP Check Report - 2026_01_05 2. AP Check Report - 2026_01_05

VENDOR SET: 01 Elkins
BANK: FINST Financial Stabilization
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00140	City of Elkins							
I-Fin Stab Funds Trf	Transfer funds to Fire Fund	R	12/02/2025	50,000.00		000021		50,000.00
00140	City of Elkins							
I-CKREQ 121725	Trf from FSF to General Fund	R	12/29/2025	266,000.00		000022		266,000.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			316,000.00	0.00	316,000.00
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: FINSTTOTALS:	2	316,000.00	0.00	316,000.00
BANK: FINST TOTALS:	2	316,000.00	0.00	316,000.00

VENDOR SET: 01 Elkins
BANK: GCBAN Grant Co Bank-Whitmer
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00310	Griffith & Associates, PLLC							
I-15459	Office Work 08/25-09/25	R	12/16/2025	285.25		000062		285.25
00396	Kay Casto & Chaney PLLC							
I-159126	Whitmer PSD through 093025	R	12/16/2025	470.50		000063		
I-159735	Whitmer PSD through 103125	R	12/16/2025	1,140.50		000063		1,611.00
00283	Frontier							
I-Whitmer 102825	Whitmer 102825-112725	D	12/03/2025	114.99		008042		114.99
00471	FirstEnergy MP/PE							
I-111225 Whitmer	Whitmer 100625-110625	D	12/03/2025	809.27		008043		809.27
00471	FirstEnergy MP/PE							
I-121125 Whitmer	Whitmer 110725-120725	D	12/29/2025	1,270.08		008334		1,270.08

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			1,896.25	0.00	1,896.25
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	3			2,194.34	0.00	2,194.34
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: GCBANTOTALS:	5	4,090.59	0.00	4,090.59
BANK: GCBAN TOTALS:	5	4,090.59	0.00	4,090.59

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02417		US Bank Corporate Payment Syst							
	I-VisaFleet 103125	VisaFleet 103125	D	12/02/2025	17,240.74		008034		17,240.74
00047		Truist Governmental Finance							
	I-00006 112725	9948000234-06 112725	D	12/02/2025	2,643.26		008035		2,643.26
00385		John Deere Financial							
	I-3101700	JD CTLD 529331P 113025	D	12/02/2025	2,252.66		008036		2,252.66
00450		Visual Edge IT							
	I-48118368	Konica 5 Riverbend 120225	D	12/02/2025	4.50		008037		4.50
02347		LEAF							
	I-19286213	Toshiba/Lexmark 112425	D	12/02/2025	629.69		008038		629.69
02347		LEAF							
	I-19289640	Toshiba 478S	D	12/02/2025	108.18		008039		108.18
02347		LEAF							
	I-19289641	Toshiba E4515AC	D	12/02/2025	205.62		008040		205.62
02347		LEAF							
	I-19289642	Toshiba 112525	D	12/02/2025	452.10		008041		452.10
02417		US Bank Corporate Payment Syst							
	C-SWV Asphalt	Southern WV Asphalt 2x charge	D	12/04/2025	463.97CR		008139		
	I-Visa NonFlt 103125	Visa NonFleet Stmt Pmt 103125	D	12/04/2025	19,888.36		008139		19,424.39
02417		US Bank Corporate Payment Syst							
	I-Visa NF 103125	Visa NF Stmt 103125	D	12/04/2025	100,000.00		008140		100,000.00
00283		Frontier							
	I-110525 Fire	Fiber Internet 1105-120425	D	12/04/2025	144.99		008141		144.99
00471		FirstEnergy MP/PE							
	I-1 Baxter 111425	1 Baxter 101425-111225	D	12/04/2025	269.70		008142		269.70
00471		FirstEnergy MP/PE							
	I-101025 High	High St 100825-110625	D	12/04/2025	28.43		008143		28.43
00471		FirstEnergy MP/PE							
	I-111025 Bearhunter	Bearhunter 100825-110625	D	12/04/2025	130.06		008144		130.06

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-111225 CityPk 240	Elkins City Pk 100925-110725	D	12/04/2025	11.69		008145		11.69
00471		FirstEnergy MP/PE							
	I-111225 Park 095	Park 095 100925-110725	D	12/04/2025	10.81		008146		10.81
00471		FirstEnergy MP/PE							
	I-111225 Park 465	Part St 465 100925-110725	D	12/04/2025	17.27		008147		17.27
00471		FirstEnergy MP/PE							
	I-111225 Park 883	Park St 883 100925-110725	D	12/04/2025	93.71		008148		93.71
00471		FirstEnergy MP/PE							
	I-111225 Park 996	Park St 100925-110725	D	12/04/2025	11.26		008149		11.26
00471		FirstEnergy MP/PE							
	I-111225 Park St Pav	Park St Pav 100925-110725	D	12/04/2025	11.16		008150		11.16
00471		FirstEnergy MP/PE							
	I-111225 Reservoir	Reservoir 100925-110725	D	12/04/2025	10.31		008151		10.31
00471		FirstEnergy MP/PE							
	I-111225 Sycamore	Sycamore 100925-110725	D	12/04/2025	10.52		008152		10.52
00471		FirstEnergy MP/PE							
	I-11th 111325	11th St 101125-111025	D	12/04/2025	10.31		008153		10.31
00471		FirstEnergy MP/PE							
	I-142REL 111425	RELee 101425-111225	D	12/04/2025	1,239.21		008154		1,239.21
00471		FirstEnergy MP/PE							
	I-15th St 111425	15th Street 101425-111225	D	12/04/2025	28.44		008155		28.44
00471		FirstEnergy MP/PE							
	I-1Baxter CG 111425	1 Baxter CG 101425-111225	D	12/04/2025	313.02		008156		313.02
00471		FirstEnergy MP/PE							
	I-1Baxter WD 111425	1 Baxter WD 101425-111225	D	12/04/2025	753.38		008157		753.38
00471		FirstEnergy MP/PE							
	I-216 4th 111325	216 4th 101125-111025	D	12/04/2025	1,165.79		008158		1,165.79
00471		FirstEnergy MP/PE							
	I-219/11 111325	11th St/Rt 219 101125-111025	D	12/04/2025	57.39		008159		57.39

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471	FirstEnergy MP/PE							
I-31 Jones 111425	14 Jones 101425-111225	D	12/04/2025	192.44		008160		192.44
00471	FirstEnergy MP/PE							
I-31 Jones Dr 111425	31 Jones Dr 101425-111225	D	12/04/2025	276.45		008161		276.45
00471	FirstEnergy MP/PE							
I-3Haddix 111425	Rt 3 Haddix 101425-111225	D	12/04/2025	55.83		008162		55.83
00471	FirstEnergy MP/PE							
I-4th/Kerens 111325	4th/Kerens 101125-111025	D	12/04/2025	11.48		008163		11.48
00471	FirstEnergy MP/PE							
I-8 Cherokee 111325	8 Cherokee 101125-111025	D	12/04/2025	1,096.22		008164		1,096.22
00471	FirstEnergy MP/PE							
I-BLKNRand 111425	BLK LT0 NRand 101125-111225	D	12/04/2025	166.24		008165		166.24
00471	FirstEnergy MP/PE							
I-Barron 111325	Barron 101125-111025	D	12/04/2025	217.81		008166		217.81
00471	FirstEnergy MP/PE							
I-Baxter 111425	5 Baxter 101425-111225	D	12/04/2025	330.79		008167		330.79
00471	FirstEnergy MP/PE							
I-Harrison 111425	Harrison 101425-111225	D	12/04/2025	32.34		008168		32.34
00471	FirstEnergy MP/PE							
I-Oak Grove 111425	Oak Grove 101425-111225	D	12/04/2025	205.91		008169		205.91
00471	FirstEnergy MP/PE							
I-RR Ave 111425	Railroad Ave lighting 111425	D	12/04/2025	415.25		008170		415.25
00471	FirstEnergy MP/PE							
I-Rand Ave 111325	Randolph Ave 101125-111025	D	12/04/2025	28.41		008171		28.41
00471	FirstEnergy MP/PE							
I-Rand/3rd 111325	Randolph/Third 101125-111025	D	12/04/2025	33.24		008172		33.24
00471	FirstEnergy MP/PE							
I-Randolph 111325	Randolph Ave 101125-11025	D	12/04/2025	131.37		008173		131.37
00471	FirstEnergy MP/PE							
I-Riverbend 111425	Riverbend Ln 101425-111225	D	12/04/2025	48.45		008174		48.45

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-Riverbend Pk111425	Riverbend Pk 101425-111225	D	12/04/2025	14,309.90		008175		14,309.90
00471		FirstEnergy MP/PE							
	I-Riverview 111425	Riverview 101425-111225	D	12/04/2025	55.32		008176		55.32
00471		FirstEnergy MP/PE							
	I-SDavis/11 111425	S Davis/11th 10145-111225	D	12/04/2025	105.85		008177		105.85
00471		FirstEnergy MP/PE							
	I-Whiteman 111325	Whiteman 101125-111025	D	12/04/2025	74.39		008178		74.39
00471		FirstEnergy MP/PE							
	I-Wilson 111425	Wilson 101425-111225	D	12/04/2025	515.60		008179		515.60
00471		FirstEnergy MP/PE							
	I-flood Ctrl 111425	Flood Ctl 101425-111225	D	12/04/2025	368.66		008180		368.66
00119		First-Citizens Bank & Trust Co							
	I-48162508	Konica Minolta 120825	D	12/09/2025	55.00		008181		55.00
00471		FirstEnergy MP/PE							
	I-111725 192 High	192 High St Ext 100825-110625	D	12/09/2025	9,546.75		008182		9,546.75
00471		FirstEnergy MP/PE							
	I-111725 3rd St	3rd St 101425-111325	D	12/09/2025	81.74		008183		81.74
00471		FirstEnergy MP/PE							
	I-111725 401 Davis	401 Davis 101125-111025	D	12/09/2025	2,843.95		008184		2,843.95
00471		FirstEnergy MP/PE							
	I-111725 516 Glendal	516 Glendale 101425-111325	D	12/09/2025	62.43		008185		62.43
00471		FirstEnergy MP/PE							
	I-111725 Davis 1st	Davis/1st 101425-111325	D	12/09/2025	50.31		008186		50.31
00471		FirstEnergy MP/PE							
	I-111725 Davis/2nd	Davis/2nd 101425-111325	D	12/09/2025	70.95		008187		70.95
00471		FirstEnergy MP/PE							
	I-111725 Glen	Glendale Ave 101425-111325	D	12/09/2025	175.62		008188		175.62
00471		FirstEnergy MP/PE							
	I-111725 Glendale	Glendale 101425-111325	D	12/09/2025	2,317.45		008189		2,317.45

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-111725 LT31Barron	LT31 Barron 101625-111425	D	12/09/2025	17,668.75		008190		17,668.75
00471		FirstEnergy MP/PE							
	I-111725 Railroad	Railroad Ave 101425-111325	D	12/09/2025	171.26		008191		171.26
00471		FirstEnergy MP/PE							
	I-111925 Stewart	Stewart Ave 101125-111225	D	12/09/2025	1,245.35		008192		1,245.35
02347		LEAF							
	I-19354731	Toshiba 5525AAC	D	12/09/2025	162.03		008193		162.03
02347		LEAF							
	I-19354732	Toshiba 4525AC 120825	D	12/09/2025	168.50		008194		168.50
00741		Great-West Trust Company LLC							
	I-VF 202512092580	Voya	D	12/09/2025	630.00		008195		
	I-VF2202512092580	Voya AT	D	12/09/2025	120.00		008195		750.00
00075		Encova Insurance							
	I-37150766	Installment 12/01/25	D	12/09/2025	6,722.00		008196		6,722.00
00792		WV Consolidated Retirement Boa							
	I-RTD202512092580	Retirement	D	12/09/2025	7,570.86		008197		
	I-RTD202512092581	Retirement	D	12/09/2025	159.04		008197		7,729.90
00952		WV Consolidated Retirement Boa							
	I-RTF202512092580	Retirement	D	12/09/2025	4,182.88		008198		
	I-RTN202512092580	Retirement	D	12/09/2025	6,352.32		008198		10,535.20
00993		WV Consolidated Retirement Boa							
	I-RT6202512092580	Retirement 6%	D	12/09/2025	11,044.58		008199		
	I-RT6202512092581	Retirement 6%	D	12/09/2025	487.36		008199		11,531.94
02667		Health Equity							
	I-HSA202512092580	Health Savings	D	12/09/2025	1,084.54		008200		1,084.54
00484		Mountaineer Gas Company							
	I-10/20 216 4th	216 4th St 100725-110625	D	12/10/2025	713.07		008201		713.07
00484		Mountaineer Gas Company							
	I-11/20 1 Baxter	1 Baxter St 100725-110625	D	12/10/2025	277.45		008202		277.45

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00484		Mountaineer Gas Company							
	I-11/20 1 Baxter WD	1 Baxter St WD 100725-110625	D	12/10/2025	67.69		008203		67.69
00484		Mountaineer Gas Company							
	I-11/20 216 4th B	216 4th St B 100725-110525	D	12/10/2025	77.48		008204		77.48
00484		Mountaineer Gas Company							
	I-11/20 401 Davis	401 Davis 102925-110525	D	12/10/2025	93.08		008205		93.08
00484		Mountaineer Gas Company							
	I-11/20 5 Baxter	5 Baxter St 100725-110625	D	12/10/2025	127.14		008206		127.14
00484		Mountaineer Gas Company							
	I-11/20 Barron	Barron Ave 100725-110525	D	12/10/2025	86.69		008207		86.69
00484		Mountaineer Gas Company							
	I-11/20 Baxter	Baxter St 100725-110525	D	12/10/2025	238.98		008208		238.98
00484		Mountaineer Gas Company							
	I-11/20 Center	Center St 100725-110525	D	12/10/2025	96.18		008209		96.18
00484		Mountaineer Gas Company							
	I-11/20 Flood Ctl	Flood Control 100725-110625	D	12/10/2025	324.11		008210		324.11
00484		Mountaineer Gas Company							
	I-11/20 Glendale 3	Glendale Ave LS3 100725-110625	D	12/10/2025	77.37		008211		77.37
00484		Mountaineer Gas Company							
	I-11/20 Inds Park	Industrial Park 101025-110625	D	12/10/2025	77.67		008212		77.67
00484		Mountaineer Gas Company							
	I-11/20 RELee	Robert E Lee 100725-110625	D	12/10/2025	487.61		008213		487.61
00484		Mountaineer Gas Company							
	I-11/20 Stewart	Stewart 100725-110525	D	12/10/2025	56.92		008214		56.92
00484		Mountaineer Gas Company							
	I-917 S RR 112025	917 S RR 100725-110525	D	12/10/2025	39.23		008215		39.23
00283		Frontier							
	I-112025	Phones 11/20/25	D	12/16/2025	1,383.70		008216		1,383.70
00385		John Deere Financial							
	I-3105855	JD WLBH 10453410P	D	12/16/2025	2,096.69		008217		2,096.69

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-112425 RT219/250	RT 219/250S 102225-112025	D	12/16/2025	85.89		008218		85.89
00471		FirstEnergy MP/PE							
	I-112425 Rt3 Haddix	RT 3 Haddix Rd 102225-112025	D	12/16/2025	23.04		008219		23.04
00471		FirstEnergy MP/PE							
	I-112625 JimtownComm	Jimtown Comm 101825-111925	D	12/16/2025	13.31		008220		13.31
01727		Enterprise FM Trust							
	I-578571-120325	Fleet Leases 120325	D	12/16/2025	23,097.88		008221		23,097.88
02347		LEAF							
	I-19368171	Toshiba 4525AC 121025	D	12/16/2025	214.28		008222		214.28
02347		LEAF							
	I-19383971	Toshiba ES4515AC 121325	D	12/16/2025	128.29		008223		128.29
00484		Mountaineer Gas Company							
	I-120225 153 Bearhnt	153 Bearhunter 101625-111725	D	12/16/2025	38.00		008224		38.00
00484		Mountaineer Gas Company							
	I-120225 500 Scott F	500 Scott Fd 101625-111725	D	12/16/2025	40.02		008225		40.02
02417		US Bank Corporate Payment Syst							
	I-VisaFleet 113025	Visa Fleet Stmt Pmt 113025	D	12/17/2025	13,974.08		008235		13,974.08
02417		US Bank Corporate Payment Syst							
	C-DILLARDS 111225	CR Taxes Credited 111225	D	12/18/2025	11.55CR		008315		
	C-IPSY Chg 110725	IPSY Charge Fraud	D	12/18/2025	36.37CR		008315		
	I-VisaNF 113025	Visa NonFleet Stmt Pmt 113025	D	12/18/2025	78,187.12		008315		78,139.20
02898		Ipsy							
	C-IPSYFraud 090725	CR Taxes Charged 090725	D	12/18/2025	36.37CR		008316		
	D-Corr 110725	Correction on entry	D	12/18/2025	36.37		008316		
00047		Truist Governmental Finance							
	I-00007 121925	9948000234-00007 121925	D	12/22/2025	4,984.55		008317		4,984.55
00385		John Deere Financial							
	I-3112369	JD CTLD 123025	D	12/22/2025	2,252.66		008318		2,252.66
00471		FirstEnergy MP/PE							
	I-121025 192 High	192 High St Ext 110725-120825	D	12/22/2025	13,219.16		008319		13,219.16

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471	FirstEnergy MP/PE							
I-121025 BearHntr	BearHunter Mntn 110725-120825	D	12/22/2025	160.04		008320		160.04
00471	FirstEnergy MP/PE							
I-121025 High	High St 110725-120825	D	12/22/2025	30.83		008321		30.83
02347	LEAF							
I-19409735	19409735 121825	D	12/22/2025	85.00		008322		85.00
02347	LEAF							
I-19409736	Toshiba 121825	D	12/22/2025	85.00		008323		85.00
02347	LEAF							
I-19442288	Toshiba/Lexmark 122425	D	12/22/2025	629.69		008324		629.69
02347	LEAF							
I-19445599	Toshiba 478S 122525	D	12/22/2025	108.18		008325		108.18
02347	LEAF							
I-19445600	Toshiba E4515AC 122525	D	12/22/2025	205.62		008326		205.62
02347	LEAF							
I-19445601	Toshiba 122525	D	12/22/2025	452.10		008327		452.10
00741	Great-West Trust Company LLC							
I-VF 202512222585	Voya	D	12/23/2025	730.00		008328		
I-VF2202512222585	Voya AT	D	12/23/2025	120.00		008328		850.00
00792	WV Consolidated Retirement Boa							
I-RTD202512222585	Retirement	D	12/23/2025	8,232.82		008329		8,232.82
00952	WV Consolidated Retirement Boa							
I-RTF202512222585	Retirement	D	12/23/2025	2,931.92		008330		
I-RTN202512222585	Retirement	D	12/23/2025	5,278.40		008330		8,210.32
00993	WV Consolidated Retirement Boa							
I-RT6202512222585	Retirement 6%	D	12/23/2025	11,620.89		008331		11,620.89
02667	Health Equity							
I-HSA202512222585	Health Savings	D	12/23/2025	1,084.54		008332		1,084.54
02347	LEAF							
I-19504444	Toshiba E4515AC 24 PropTx	D	12/29/2025	128.17		008333		128.17

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1		DOERR CORP							
	I-000202512012578	US REFUND	R	12/02/2025	15.42		018136		15.42
1		MALLOW, BILLIE RAY							
	I-000202512012579	US REFUND	R	12/02/2025	2.50		018137		2.50
00140		City of Elkins							
	I-CKREQ 120125	Whitmer Utility Pmts to Elkins	R	12/02/2025	3,999.29		018138		3,999.29
00143		COE General Fund 2							
	I-12/25 Indirects	Monthly Indirects 12/25	R	12/02/2025	16,824.83		018139		16,824.83
00149		COE Parks and Recreation							
	I-12/25 Support	Monthly Support 12/25	R	12/02/2025	25,483.00		018140		25,483.00
00154		COE Sanitation							
	I-202511058492	WWC Hauling 2270 Brush 120	R	12/02/2025	299.48		018141		
	I-202511108512	City Hall Hauling/Tipping 1104	R	12/02/2025	674.80		018141		974.28
00156		COE Sewer Depreciation Account							
	I-11/25 Swr Deprec	Sewer Depreciation 11/25	R	12/02/2025	6,726.35		018142		6,726.35
00158		COE Water Depreciation Account							
	I-11/25 Water Deprec	Water Depreciation 11/25	R	12/02/2025	10,680.42		018143		10,680.42
00202		Davis Trust Company							
	I-35239 120125	3113776-35239 120125	R	12/02/2025	1,425.22		018144		1,425.22
00457		Metalworks, Inc.							
	I-13860	2 Lifting Pockets	R	12/02/2025	390.00		018145		390.00
00468		Miss Utility of West Virginia,							
	I-WV25-4543	Message Fees 10/2025	R	12/02/2025	262.70		018146		262.70
00500		Newlons International Sales, L							
	I-01P34472	Air Filter	R	12/02/2025	267.57		018147		267.57
00517		Ohio Valley Bank							
	I-6300002950 1201	6300002950 12/01/25	R	12/02/2025	8,166.47		018148		8,166.47
00573		Randolph County Development Au							
	I-12/25 Rent	Monthly Rent 12/25	R	12/02/2025	800.00		018149		800.00

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00591		Retiree Health Benefit Trust F							
	I-11/25 Council	RHBT 11/25 Council	R	12/02/2025	36.00		018150		36.00
00651		Southern WV Asphalt Inc							
	I-73443	Wearing	R	12/02/2025	827.51		018151		827.51
00711		Tygart Valley Transfer, Inc.							
	I-00040866	Comm	R	12/02/2025	135.68		018152		
	I-00040869	Comm	R	12/02/2025	131.86		018152		
	I-00040872	Res	R	12/02/2025	138.55		018152		
	I-00040890	Res	R	12/02/2025	1,052.96		018152		
	I-00040893	Comm	R	12/02/2025	855.17		018152		
	I-00040894	Res	R	12/02/2025	855.17		018152		
	I-00040917	Comm	R	12/02/2025	412.78		018152		
	I-00040919	Comm	R	12/02/2025	320.09		018152		
	I-00040922	Comm	R	12/02/2025	212.12		018152		
	I-00040929	Comm	R	12/02/2025	179.63		018152		
	I-00040942	Res	R	12/02/2025	558.97		018152		
	I-00040944	Res	R	12/02/2025	561.83		018152		
	I-00040945	Comm	R	12/02/2025	474.88		018152		
	I-00040956	Comm	R	12/02/2025	293.34		018152		
	I-00040957	Comm	R	12/02/2025	211.17		018152		
	I-00040959	Res	R	12/02/2025	109.88		018152		
	I-00040962	Comm	R	12/02/2025	391.76		018152		
	I-00040977	Comm	R	12/02/2025	250.34		018152		
	I-00040981	Res	R	12/02/2025	492.08		018152		
	I-00040982	Res	R	12/02/2025	575.21		018152		
	I-00040983	Comm	R	12/02/2025	497.82		018152		
	I-00040994	Comm	R	12/02/2025	166.26		018152		
	I-00040998	Comm	R	12/02/2025	162.44		018152		
	I-00041012	Res	R	12/02/2025	595.28		018152		
	I-00041015	Res	R	12/02/2025	529.35		018152		
	I-00041016	Comm	R	12/02/2025	522.66		018152		
	I-00041032	Comm	R	12/02/2025	306.72		018152		
	I-00041037	Comm	R	12/02/2025	203.52		018152		
	I-00041045	Comm	R	12/02/2025	71.66		018152		
	I-00041055	Res	R	12/02/2025	446.22		018152		
	I-00041056	Res	R	12/02/2025	545.59		018152		
	I-00041059	Comm	R	12/02/2025	741.47		018152		
	I-00041078	Comm	R	12/02/2025	193.01		018152		
	I-00041085	Comm	R	12/02/2025	74.53		018152		
	I-00041089	Comm	R	12/02/2025	292.38		018152		
	I-00041092	Res	R	12/02/2025	904.86		018152		
	I-00041093	Residential	R	12/02/2025	817.91		018152		
	I-00041094	Comm	R	12/02/2025	945.95		018152		
	I-00041116	Res	R	12/02/2025	550.37		018152		
	I-00041117	Res	R	12/02/2025	606.74		018152		
	I-00041118	Comm	R	12/02/2025	445.26		018152		

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I-00041131	Comm	R	12/02/2025	155.75		018152		
I-00041133	Res	R	12/02/2025	146.19		018152		
I-00041135	Comm	R	12/02/2025	422.33		018152		
I-00041142	Comm	R	12/02/2025	189.19		018152		
I-00041151	Comm	R	12/02/2025	280.92		018152		
I-00041159	Res	R	12/02/2025	520.75		018152		
I-00041161	Res	R	12/02/2025	462.46		018152		
I-00041163	Comm	R	12/02/2025	533.17		018152		
I-00041176	Comm	R	12/02/2025	279.96		018152		
I-00041179	Comm	R	12/02/2025	122.30		018152		
I-00041183	Comm	R	12/02/2025	36.31		018152		
I-00041192	Res	R	12/02/2025	619.16		018152		
I-00041195	Res	R	12/02/2025	511.19		018152		
I-00041196	Comm	R	12/02/2025	532.21		018152		
I-00041214	Comm	R	12/02/2025	171.03		018152		
I-00041215	Comm	R	12/02/2025	315.32		018152		
I-00041233	Res	R	12/02/2025	428.06		018152		
I-00041237	Res	R	12/02/2025	465.33		018152		
I-00041238	Comm	R	12/02/2025	722.36		018152		
I-00041252	Comm	R	12/02/2025	367.87		018152		
I-00041275	Res	R	12/02/2025	1,003.28		018152		
I-00041277	Res	R	12/02/2025	811.22		018152		
I-00041279	Comm	R	12/02/2025	957.41		018152		
I-00041300	Res	R	12/02/2025	96.51		018152		
I-00041303	Comm	R	12/02/2025	237.92		018152		
I-00041309	Res	R	12/02/2025	585.72		018152		
I-00041312	Res	R	12/02/2025	691.78		018152		
I-00041316	Comm	R	12/02/2025	469.15		018152		
I-00041326	Comm	R	12/02/2025	322.00		018152		
I-00041327	Comm	R	12/02/2025	410.87		018152		
I-00041343	Res	R	12/02/2025	626.81		018152		
I-00041345	Res	R	12/02/2025	564.70		018152		
I-00041347	Comm	R	12/02/2025	572.34		018152		
I-00041371	Comm	R	12/02/2025	287.61		018152		
I-00041374	Comm	R	12/02/2025	218.81		018152		
I-00041376	Comm	R	12/02/2025	144.28		018152		
I-00041397	Res	R	12/02/2025	693.69		018152		
I-00041400	Res	R	12/02/2025	597.19		018152		
I-00041401	Comm	R	12/02/2025	562.79		018152		
I-00041419	Comm	R	12/02/2025	387.93		018152		
I-00041420	Res	R	12/02/2025	193.97		018152		
I-00041425	Comm	R	12/02/2025	263.72		018152		
I-00041446	Res	R	12/02/2025	568.52		018152		
I-00041449	Res	R	12/02/2025	487.31		018152		
I-00041452	Comm	R	12/02/2025	824.60		018152		
I-00041470	Comm	R	12/02/2025	699.43		018152		
I-00041471	Res	R	12/02/2025	521.70		018152		
I-00041473	Res	R	12/02/2025	597.19		018152		

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	I-00041497	Comm	R	12/02/2025	253.21		018152		
	I-00041499	Comm	R	12/02/2025	187.28		018152		
	I-00041503	Comm	R	12/02/2025	90.77		018152		
	I-00041515	Res	R	12/02/2025	737.65		018152		
	I-00041520	Res	R	12/02/2025	567.57		018152		
	I-00041521	Comm	R	12/02/2025	591.45		018152		
	I-00041544	Comm	R	12/02/2025	446.22		018152		
	I-00041546	Comm	R	12/02/2025	167.21		018152		
	I-00041550	Comm	R	12/02/2025	392.71		018152		
	I-00041560	Comm	R	12/02/2025	279.96		018152		
	I-00041566	Res	R	12/02/2025	819.82		018152		
	I-00041567	Comm	R	12/02/2025	569.48		018152		
	I-00041570	Res	R	12/02/2025	497.82		018152		
	I-00041573	Comm	R	12/02/2025	865.68		018152		
	I-0041509	Res - Humane Society	R	12/02/2025	20.00		018152		46,000.61
00779		Woodford Oil Company							
	I-1562525111912470	250 Dyed Diesel	R	12/02/2025	832.50		018153		
	I-3443251126095628	300 Dyed Diesel	R	12/02/2025	999.00		018153		1,831.50
00805		WV FBMC							
	I-11/25 RChen	R Chenoweth 11/25	R	12/02/2025	102.84		018154		102.84
00810		WV Public Employee Insurance A							
	I-11/25 Kerns	B Kerns Health/Life 11/25	R	12/02/2025	514.98		018155		
	I-11/25 LSeverino	L Severino Health/Life 11/25	R	12/02/2025	514.98		018155		
	I-11/25 RChen	R Chenoweth Health/Life 11/25	R	12/02/2025	1,079.98		018155		2,109.94
01292		COE Sewer O & M Account							
	I-11/25 Sewer OM	Sewer O&M 11/25	R	12/02/2025	13,527.27		018156		13,527.27
01313		COE Water O & M Account							
	I-11/25 Water OM	Water O&M 11/25	R	12/02/2025	21,676.42		018157		21,676.42
01563		BHM CPA Group, Inc							
	I-88337	6/30/25 Consulting Services	R	12/02/2025	11,000.00		018158		11,000.00
01594		Pace Analytical Services LLC							
	I-2530642312	Analytical Charges	R	12/02/2025	63.00		018159		
	I-2530642849	Analytical Charges	R	12/02/2025	474.60		018159		
	I-2530646891	Analytical Charges	R	12/02/2025	63.00		018159		600.60
01751		COE WWTP							
	I-202511128540	Backwash 10/25	R	12/02/2025	832.10		018160		832.10

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01833	P3 Cost Analysts							
I-32405	Visa VUIRF 11/25	R	12/02/2025	618.34		018161		618.34
01942	Elkins Municipal Building Comm							
I-1214756-11 121525	1214756-11 121525	R	12/02/2025	4,833.20		018162		
I-1214756-12 120125	1214756-12 120125	R	12/02/2025	4,509.60		018162		9,342.80
02047	Cybertech Automation USA Inc							
I-14435	Project Work Services 10/2025	R	12/02/2025	460.00		018163		460.00
02157	Jerry A Marco							
I-CKREQ 112425	Reimb Airfare	R	12/02/2025	728.67		018164		
I-Travel 11/18-11/23	Travel Exp NLOC -Utah	R	12/02/2025	596.60		018164		1,325.27
02322	Badger Meter							
I-80218426	Beacon MBL Hosting 11/25	R	12/02/2025	259.02		018165		259.02
02336	GAI Consultants							
I-2218463	Prof Services through 4/19/25	R	12/02/2025	2,677.50		018166		
I-2221455	Prof Services through 062125	R	12/02/2025	900.00		018166		3,577.50
02403	MCE Diversified LLC							
I-INV-192425	Pressure gauge	R	12/02/2025	193.41		018167		
I-INV-193147	Maintenance on Air Compressors	R	12/02/2025	3,363.98		018167		3,557.39
02431	Fel-Ferguson Waterworks #527							
I-1009704	12 Top Blt Coup	R	12/02/2025	1,990.00		018168		1,990.00
02549	Command LLC							
I-7082	Aerial Tests 402	R	12/02/2025	725.00		018169		725.00
02608	Zinn's R Us Inc							
I-4692	Septic Holding Tanks	R	12/02/2025	400.00		018170		
I-4806	4 Septic Holding Tanks	R	12/02/2025	400.00		018170		800.00
02769	BCN Telecom Inc TBS							
I-24013177	Street Cameras Internet	R	12/02/2025	1,747.35		018171		1,747.35
02848	First United Methodist Church							
I-12/2025	Parking Rentals 12/25	R	12/02/2025	80.00		018172		80.00
02852	Kump Education Center							
I-CKREQ 120125	SHPO Pass Thru Grant	R	12/02/2025	12,750.00		018173		12,750.00

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02911		Cummins Inc							
	I-258591	Planned Service Agreement	R	12/02/2025	5,865.17		018174		5,865.17
00591		Retiree Health Benefit Trust F							
	I-12/25 RHBT	Retirees RHBT 12/25	R	12/03/2025	2,303.92		018175		2,303.92
00116		Child Support Enforcement							
	I-CDS202512092580	Child Support	R	12/09/2025	453.40		018176		453.40
00121		Citizens Bank of WVFP							
	I-FP 202512092580	Fire Pension	R	12/09/2025	417.22		018177		417.22
00122		Citizens Bank of WVPP							
	I-PP 202512092580	Police Pension	R	12/09/2025	178.17		018178		
	I-PPN202512092580	Police Pension-2010 Forward	R	12/09/2025	284.30		018178		462.47
00147		COE Misc							
	I-MIS202512092580	Misc Reimbursements	R	12/09/2025	331.00		018179		331.00
00150		COE Payroll							
	I-T1 202512092580	Federal Withholding	R	12/09/2025	17,031.27		018180		17,031.27
00151		COE Payroll							
	I-T3 202512092580	FICA	R	12/09/2025	23,873.52		018181		
	I-T4 202512092580	Medicare	R	12/09/2025	5,907.84		018181		29,781.36
00152		COE Payroll							
	I-T2 202512092580	State Withholding	R	12/09/2025	6,745.00		018182		6,745.00
00203		Davis Trust Company							
	I-CC 202512092580	Employee Christmas Club	R	12/09/2025	3,230.00		018183		3,230.00
00747		Washington National Insurance							
	I-WN 202512092580	Washington National Insurance	R	12/09/2025	574.13		018184		574.13
00837		COE Payroll Reimbursement							
	I-001202512092580	Payroll Reimbursement	R	12/09/2025	64,993.30		018185		
	I-006202512092580	Payroll Reimbursement	R	12/09/2025	5,353.44		018185		
	I-036202512092580	Payroll Reimbursement	R	12/09/2025	19,999.88		018185		
	I-400202512092580	Payroll Reimbursement	R	12/09/2025	24,253.29		018185		
	I-401202512092580	Payroll Reimbursement	R	12/09/2025	15,994.75		018185		
	I-404202512092580	Payroll Reimbursement	R	12/09/2025	14,055.97		018185		144,650.63

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01885		Colonial Life							
	I-CL 202512092580	Colionial Life-AT	R	12/09/2025	112.10		018186		
	I-CLP202512092580	Colonial Life-PT	R	12/09/2025	52.52		018186		164.62
00150		COE Payroll							
	I-T1 202512092581	Federal Withholding	R	12/09/2025	3,069.06		018187		3,069.06
00151		COE Payroll							
	I-T3 202512092581	FICA	R	12/09/2025	2,408.96		018188		
	I-T4 202512092581	Medicare	R	12/09/2025	563.36		018188		2,972.32
00152		COE Payroll							
	I-T2 202512092581	State Withholding	R	12/09/2025	870.00		018189		870.00
00837		COE Payroll Reimbursement							
	I-001202512092581	Payroll Reimbursement	R	12/09/2025	12,290.46		018190		
	I-400202512092581	Payroll Reimbursement	R	12/09/2025	1,463.52		018190		13,753.98
00211		Elkins Depot Welcome Center							
	I-10/25 Hotel Motel	Hotel/Motel Collection 10/25	R	12/09/2025	21,935.35		018191		21,935.35
00483		Mountain Valley Bank							
	I-1202553-24 121525	1202553-24 121525	R	12/09/2025	6,518.78		018192		6,518.78
00855		Agency LMC							
	I-4156	October website maintenance	R	12/09/2025	483.87		018193		483.87
00927		Interstate Battery System of S							
	I-51019225	Batteries	R	12/09/2025	443.85		018194		443.85
01390		Phoenix Solutions, LLC							
	I-42258	Chemicals	R	12/09/2025	8,119.64		018195		
	I-42280	Chemicals	R	12/09/2025	15,354.25		018195		
	I-42310	Chemicals	R	12/09/2025	8,954.84		018195		
	I-42320	Chemicals	R	12/09/2025	1,384.50		018195		33,813.23
01681		HdL Companies							
	I-11302025	Add'l Bus License 11/2025	R	12/09/2025	1,484.37		018196		1,484.37
02040		Rich Mountain Trading							
	I-112925 Knotts	Tyler Knotts FN Herstal SCAR	R	12/09/2025	3,500.00		018197		3,500.00
02143		Wholesale Tires & Auto							
	I-WCL 020640	Tires	R	12/09/2025	1,215.00		018198		1,215.00

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02910		BG Excavation							
	I-46	Hydroseeding	R	12/09/2025	6,500.00		018199		6,500.00
02671		CP&H Inc dba City Plumbing & H							
	I-Appl #15	contracted services	R	12/09/2025	153,829.33		018200		153,829.33
02914		Amy Ware							
	I-HotelReimbursemnt	reimburse hotel due-water off	R	12/09/2025	146.90		018201		146.90
00132		Clarksburg Water Board							
	I-M93998	Samples	R	12/16/2025	230.00		018202		230.00
00154		COE Sanitation							
	I-202512058651	City Hall Roll Off Rental 11/2	R	12/16/2025	198.90		018203		
	I-202512088667	City Hall Hauling/Tipping 1203	R	12/16/2025	909.38		018203		1,108.28
00310		Griffith & Associates, PLLC							
	I-15459 093025	Office Work 08/25-09/25	R	12/16/2025	285.25		018204		285.25
00569		Randolph County Clerk							
	I-CKREQ 120125	Liens	R	12/16/2025	48.00		018205		48.00
00812		WV Division of Corrections & R							
	I-11125B49F	13 days inmate housing TVRJ	R	12/16/2025	874.51		018206		874.51
01169		Kathy's Decorating & Design							
	I-006926	Blue Christmas Supplies	R	12/16/2025	455.01		018207		455.01
01390		Phoenix Solutions, LLC							
	I-42330	Chemicals	R	12/16/2025	4,010.50		018208		4,010.50
01447		Heritage Fire Equipment							
	I-17504	McLube for T402	R	12/16/2025	481.61		018209		481.61
01594		Pace Analytical Services LLC							
	I-10/30 and 11/26/25	Analytical Services	R	12/16/2025	2,176.60		018210		2,176.60
02157		Jerry A Marco							
	I-Travel 120825	Travel Exp WVML Christmas Evnt	R	12/16/2025	296.60		018211		296.60
02431		Fel-Ferguson Waterworks #527							
	I-1013439	Coil Municipex Pipe/Pipe Wrnch	R	12/16/2025	6,122.82		018212		6,122.82

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02490		WVCorp							
	I-113318	3rd Qtr Pkg	R	12/16/2025	57,713.00		018213		57,713.00
02608		Zinn's R Us Inc							
	I-4825	4 Septic Holding Tanks	R	12/16/2025	400.00		018214		400.00
02921		Pullin Fowler Flanagan Brown P							
	I-168795	Attn Serv Personnel 10212521	R	12/16/2025	3,107.50		018215		3,107.50
1		ARMSTRONG, LISA							
	I-000202512092582	US REFUND	R	12/16/2025	395.07		018216		395.07
1		WILBUR L GODDIN, THE							
	I-000202512092583	US REFUND	R	12/16/2025	572.48		018217		572.48
00234		Elkins Babe Ruth League							
	I-ParksCk Request	Concession stand	R	12/16/2025	15,000.00		018218		15,000.00
02671		CP&H Inc dba City Plumbing & H							
	I-Appl #14	contracted services	R	12/16/2025	201,324.00		018219		201,324.00
00116		Child Support Enforcement							
	I-CDS202512222585	Child Support	R	12/23/2025	453.40		018220		453.40
00121		Citizens Bank of WVFP							
	I-FP 202512222585	Fire Pension	R	12/23/2025	356.16		018221		356.16
00122		Citizens Bank of WVPP							
	I-PP 202512222585	Police Pension	R	12/23/2025	163.23		018222		
	I-PPN202512222585	Police Pension-2010 Forward	R	12/23/2025	234.00		018222		397.23
00147		COE Misc							
	I-MIS202512222585	Misc Reimbursements	R	12/23/2025	331.00		018223		331.00
00150		COE Payroll							
	I-T1 202512222585	Federal Withholding	R	12/23/2025	15,875.43		018224		15,875.43
00151		COE Payroll							
	I-T3 202512222585	FICA	R	12/23/2025	23,995.56		018225		
	I-T4 202512222585	Medicare	R	12/23/2025	5,889.66		018225		29,885.22
00152		COE Payroll							
	I-T2 202512222585	State Withholding	R	12/23/2025	6,590.00		018226		6,590.00

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00203		Davis Trust Company							
	I-CC 202512222585	Employee Christmas Club	R	12/23/2025	3,230.00		018227		3,230.00
00747		Washington National Insurance							
	I-WN 202512222585	Washington National Insurance	R	12/23/2025	574.13		018228		574.13
00837		COE Payroll Reimbursement							
	I-001202512222585	Payroll Reimbursement	R	12/23/2025	66,608.58		018229		
	I-006202512222585	Payroll Reimbursement	R	12/23/2025	5,455.10		018229		
	I-036202512222585	Payroll Reimbursement	R	12/23/2025	14,750.82		018229		
	I-400202512222585	Payroll Reimbursement	R	12/23/2025	29,242.72		018229		
	I-401202512222585	Payroll Reimbursement	R	12/23/2025	17,077.92		018229		
	I-404202512222585	Payroll Reimbursement	R	12/23/2025	12,990.94		018229		146,126.08
01885		Colonial Life							
	I-CL 202512222585	Colionial Life-AT	R	12/23/2025	112.10		018230		
	I-CLP202512222585	Colonial Life-PT	R	12/23/2025	52.52		018230		164.62
00006		AFLAC							
	I-AF 202512092580	Aflac-After Tax Ins	R	12/23/2025	839.88		018231		
	I-AF 202512222585	Aflac-After Tax Ins	R	12/23/2025	839.88		018231		
	I-AFL202512092580	Aflac Insurance	R	12/23/2025	256.58		018231		
	I-AFL202512222585	Aflac Insurance	R	12/23/2025	256.58		018231		2,192.92
00242		Elkins Professional Firefighte							
	I-EPF202512092580	Elkins Professional FF	R	12/23/2025	150.00		018232		
	I-EPF202512222585	Elkins Professional FF	R	12/23/2025	150.00		018232		300.00
00591		Retiree Health Benefit Trust F							
	I-12/25 RHBT Cncl	RHBT Council 12/25	R	12/23/2025	36.00		018233		
	I-RHB202512222585	Retiree Health Benefit Trust	R	12/23/2025	996.00		018233		1,032.00
00787		WV Bureau of Employment Progra							
	I-SUV202510142565	State Unemployment-Vol Fire	R	12/23/2025	16.27		018234		16.27
00805		WV FBMC							
	I-12/25 Chenoweth	RChenoweth 2pays 12/25	R	12/23/2025	102.84		018235		
	I-FB2202512092580	Mt. Flex Benefits Post Tax	R	12/23/2025	3.00		018235		
	I-FB2202512222585	Mt. Flex Benefits Post Tax	R	12/23/2025	3.00		018235		
	I-MFB202512092580	Mt. Flex Benefit	R	12/23/2025	2,191.73		018235		
	I-MFB202512222585	Mt. Flex Benefit	R	12/23/2025	2,191.73		018235		4,492.30
00810		WV Public Employee Insurance A							
	I-12/25 Admn Fees	Admn Fees Jacob Miller	R	12/23/2025	52.50		018236		
	I-12/25 Chenoweth	R Chenoweth 12/25 Health/Life	R	12/23/2025	1,079.98		018236		
	I-12/25 Kerns	B Kerns Health/Life 12/25	R	12/23/2025	514.98		018236		
	I-12/25 Severino	LSeverino 12/25 Health/Life	R	12/23/2025	514.98		018236		
	I-12/25 Sinsel	Sinsel-Term before 2nd payNov	R	12/23/2025	258.48		018236		

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	I-BL 202512222585	Basic Life Benefit	R	12/23/2025	194.04		018236		
	I-CEC202512092580	Plan C E/C	R	12/23/2025	1,937.50		018236		
	I-CEC202512222585	Plan C E/C	R	12/23/2025	1,937.50		018236		
	I-CF 202512092580	Plan C Family	R	12/23/2025	25,333.00		018236		
	I-CF 202512222585	Plan C Family	R	12/23/2025	25,333.00		018236		
	I-CS 202512092580	Plan C Single	R	12/23/2025	8,208.00		018236		
	I-CS 202512222585	Plan C Single	R	12/23/2025	8,464.50		018236		
	I-DL 202512092580	Dependent Life	R	12/23/2025	137.49		018236		
	I-DL 202512222585	Dependent Life	R	12/23/2025	127.67		018236		
	I-OL 202512092580	Optional Life	R	12/23/2025	444.75		018236		
	I-OL 202512222585	Optional Life	R	12/23/2025	444.75		018236		
	I-TOF202512092580	Tobacco Surcharge Family	R	12/23/2025	425.00		018236		
	I-TOF202512222585	Tobacco Surcharge Family	R	12/23/2025	425.00		018236		
	I-TOS202512092580	Tobacco Surcharge Single	R	12/23/2025	100.00		018236		
	I-TOS202512222585	Tobacco Surcharge Single	R	12/23/2025	100.00		018236		76,033.12
02755		Citizens Bank of WV							
	I-GAR202512092580	Case #: CC-42-2023-C-79	R	12/23/2025	182.44		018237		
	I-GAR202512222585	Case #: CC-42-2023-C-79	R	12/23/2025	182.44		018237		364.88
00202		Davis Trust Company							
	I-35239 010126	03113776-35239 010126	R	12/29/2025	1,425.22		018238		1,425.22
00378		J F Allen Co.							
	I-25115-43983	De-Icing Salt	R	12/29/2025	977.50		018239		977.50
00468		Miss Utility of West Virginia,							
	I-WV25-5034	Message Fees Nov 2025	R	12/29/2025	195.25		018240		195.25
00517		Ohio Valley Bank							
	I-6300002950 010126	6300002950 01/01/26	R	12/29/2025	8,166.47		018241		8,166.47
00550		Precision Pump & Valve Service							
	I-0147396-IN	Duplex Controller	R	12/29/2025	685.00		018242		685.00
00756		West Electric & Machine Co Inc							
	I-SO-15404	Clarifiers replacement motor	R	12/29/2025	743.95		018243		743.95
01390		Phoenix Solutions, LLC							
	I-42350	Chemicals	R	12/29/2025	12,722.82		018244		12,722.82
01594		Pace Analytical Services LLC							
	I-2530649866	Contract Lab 11/2025	R	12/29/2025	2,489.20		018245		2,489.20

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01833	P3 Cost Analysts							
I-32781	Visa VUIRF 12/25	R	12/29/2025	655.77		018246		655.77
01942	Elkins Municipal Building Comm							
I-1214756-13 12/25	City Hall PJ interest	R	12/29/2025	4,484.59		018247		4,484.59
02357	Owen Peet							
I-CkRequest122225	Facebook Ad reimbursement	R	12/29/2025	100.00		018248		100.00
02501	Casto Technical Service							
I-298876	Burnham Boiler repairs	R	12/29/2025	952.34		018249		952.34
1	MERRILL, WILLIAM							
I-000202512192584	US REFUND	R	12/29/2025	2.50		018250		2.50
02403	MCE Diversified LLC							
I-INV-192285	air compressor labor & mileage	R	12/29/2025	1,377.00		018251		1,377.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	116			1,292,335.34	0.00	1,292,335.34
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	115			413,338.83	0.00	413,338.83
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:	231	1,705,674.17	0.00	1,705,674.17
BANK: Pool TOTALS:	231	1,705,674.17	0.00	1,705,674.17

VENDOR SET: 01 Elkins
BANK: SEWDP Sewer Depreciation
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01114	Lakeside Equipment Corp.							
I-906817	Lower Bearing Renovation	R	12/16/2025	7,625.00		000052		7,625.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1			7,625.00	0.00	7,625.00
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: SEWDPTOTALS:	1	7,625.00	0.00	7,625.00
BANK: SEWDP TOTALS:	1	7,625.00	0.00	7,625.00

VENDOR SET: 01 Elkins
BANK: WATDP Water Depreciation
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02431	Fel-Ferguson Waterworks #527							
I-1008506	Replacement of meters	R	12/03/2025	5,416.00		000077		5,416.00
02431	Fel-Ferguson Waterworks #527							
I-1012628	Coup/Comp Ball Curb St	R	12/16/2025	14,162.74		000078		14,162.74

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			19,578.74	0.00	19,578.74
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: WATDPTOTALS:	2	19,578.74	0.00	19,578.74
BANK: WATDP TOTALS:	2	19,578.74	0.00	19,578.74

VENDOR SET: 01 Elkins
BANK: WATOM Water O&M
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02316	FilmTec Corporation							
I-952619042	filter parts	R	12/02/2025	39,550.00		000008		39,550.00
02316	FilmTec Corporation							
I-952620532	600 membrane replacements	R	12/16/2025	55,966.00		000009		55,966.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			95,516.00	0.00	95,516.00
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: WATOM TOTALS:	2	95,516.00	0.00	95,516.00
BANK: WATOM TOTALS:	2	95,516.00	0.00	95,516.00
REPORT TOTALS:	243	2,148,484.50	0.00	2,148,484.50

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 12/01/2025 THRU 1/02/2026
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

VENDOR SET: 01 Elkins
BANK: FINST Financial Stabilization
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00140	City of Elkins							
I-Fin Stab Funds Trf	Transfer funds to Fire Fund	R	12/02/2025	50,000.00		000021		50,000.00
00140	City of Elkins							
I-CKREQ 121725	Trf from FSF to General Fund	R	12/29/2025	266,000.00		000022		266,000.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			316,000.00	0.00	316,000.00
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: FINSTTOTALS:	2	316,000.00	0.00	316,000.00
BANK: FINST TOTALS:	2	316,000.00	0.00	316,000.00

VENDOR SET: 01 Elkins
BANK: GCBAN Grant Co Bank-Whitmer
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00310	Griffith & Associates, PLLC							
I-15459	Office Work 08/25-09/25	R	12/16/2025	285.25		000062		285.25
00396	Kay Casto & Chaney PLLC							
I-159126	Whitmer PSD through 093025	R	12/16/2025	470.50		000063		
I-159735	Whitmer PSD through 103125	R	12/16/2025	1,140.50		000063		1,611.00
00283	Frontier							
I-Whitmer 102825	Whitmer 102825-112725	D	12/03/2025	114.99		008042		114.99
00471	FirstEnergy MP/PE							
I-111225 Whitmer	Whitmer 100625-110625	D	12/03/2025	809.27		008043		809.27
00471	FirstEnergy MP/PE							
I-121125 Whitmer	Whitmer 110725-120725	D	12/29/2025	1,270.08		008334		1,270.08

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			1,896.25	0.00	1,896.25
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	3			2,194.34	0.00	2,194.34
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: GCBANTOTALS:	5	4,090.59	0.00	4,090.59
BANK: GCBAN TOTALS:	5	4,090.59	0.00	4,090.59

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02417		US Bank Corporate Payment Syst							
	I-VisaFleet 103125	VisaFleet 103125	D	12/02/2025	17,240.74		008034		17,240.74
00047		Truist Governmental Finance							
	I-00006 112725	9948000234-06 112725	D	12/02/2025	2,643.26		008035		2,643.26
00385		John Deere Financial							
	I-3101700	JD CTLD 529331P 113025	D	12/02/2025	2,252.66		008036		2,252.66
00450		Visual Edge IT							
	I-48118368	Konica 5 Riverbend 120225	D	12/02/2025	4.50		008037		4.50
02347		LEAF							
	I-19286213	Toshiba/Lexmark 112425	D	12/02/2025	629.69		008038		629.69
02347		LEAF							
	I-19289640	Toshiba 478S	D	12/02/2025	108.18		008039		108.18
02347		LEAF							
	I-19289641	Toshiba E4515AC	D	12/02/2025	205.62		008040		205.62
02347		LEAF							
	I-19289642	Toshiba 112525	D	12/02/2025	452.10		008041		452.10
02417		US Bank Corporate Payment Syst							
	C-SWV Asphalt	Southern WV Asphalt 2x charge	D	12/04/2025	463.97CR		008139		
	I-Visa NonFlt 103125	Visa NonFleet Stmt Pmt 103125	D	12/04/2025	19,888.36		008139		19,424.39
02417		US Bank Corporate Payment Syst							
	I-Visa NF 103125	Visa NF Stmt 103125	D	12/04/2025	100,000.00		008140		100,000.00
00283		Frontier							
	I-110525 Fire	Fiber Internet 1105-120425	D	12/04/2025	144.99		008141		144.99
00471		FirstEnergy MP/PE							
	I-1 Baxter 111425	1 Baxter 101425-111225	D	12/04/2025	269.70		008142		269.70
00471		FirstEnergy MP/PE							
	I-101025 High	High St 100825-110625	D	12/04/2025	28.43		008143		28.43
00471		FirstEnergy MP/PE							
	I-111025 Bearhunter	Bearhunter 100825-110625	D	12/04/2025	130.06		008144		130.06

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-111225 CityPk 240	Elkins City Pk 100925-110725	D	12/04/2025	11.69		008145		11.69
00471		FirstEnergy MP/PE							
	I-111225 Park 095	Park 095 100925-110725	D	12/04/2025	10.81		008146		10.81
00471		FirstEnergy MP/PE							
	I-111225 Park 465	Part St 465 100925-110725	D	12/04/2025	17.27		008147		17.27
00471		FirstEnergy MP/PE							
	I-111225 Park 883	Park St 883 100925-110725	D	12/04/2025	93.71		008148		93.71
00471		FirstEnergy MP/PE							
	I-111225 Park 996	Park St 100925-110725	D	12/04/2025	11.26		008149		11.26
00471		FirstEnergy MP/PE							
	I-111225 Park St Pav	Park St Pav 100925-110725	D	12/04/2025	11.16		008150		11.16
00471		FirstEnergy MP/PE							
	I-111225 Reservoir	Reservoir 100925-110725	D	12/04/2025	10.31		008151		10.31
00471		FirstEnergy MP/PE							
	I-111225 Sycamore	Sycamore 100925-110725	D	12/04/2025	10.52		008152		10.52
00471		FirstEnergy MP/PE							
	I-11th 111325	11th St 101125-111025	D	12/04/2025	10.31		008153		10.31
00471		FirstEnergy MP/PE							
	I-142REL 111425	RELee 101425-111225	D	12/04/2025	1,239.21		008154		1,239.21
00471		FirstEnergy MP/PE							
	I-15th St 111425	15th Street 101425-111225	D	12/04/2025	28.44		008155		28.44
00471		FirstEnergy MP/PE							
	I-1Baxter CG 111425	1 Baxter CG 101425-111225	D	12/04/2025	313.02		008156		313.02
00471		FirstEnergy MP/PE							
	I-1Baxter WD 111425	1 Baxter WD 101425-111225	D	12/04/2025	753.38		008157		753.38
00471		FirstEnergy MP/PE							
	I-216 4th 111325	216 4th 101125-111025	D	12/04/2025	1,165.79		008158		1,165.79
00471		FirstEnergy MP/PE							
	I-219/11 111325	11th St/Rt 219 101125-111025	D	12/04/2025	57.39		008159		57.39

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-31 Jones 111425	14 Jones 101425-111225	D	12/04/2025	192.44		008160		192.44
00471		FirstEnergy MP/PE							
	I-31 Jones Dr 111425	31 Jones Dr 101425-111225	D	12/04/2025	276.45		008161		276.45
00471		FirstEnergy MP/PE							
	I-3Haddix 111425	Rt 3 Haddix 101425-111225	D	12/04/2025	55.83		008162		55.83
00471		FirstEnergy MP/PE							
	I-4th/Kerens 111325	4th/Kerens 101125-111025	D	12/04/2025	11.48		008163		11.48
00471		FirstEnergy MP/PE							
	I-8 Cherokee 111325	8 Cherokee 101125-111025	D	12/04/2025	1,096.22		008164		1,096.22
00471		FirstEnergy MP/PE							
	I-BLKNRand 111425	BLK LT0 NRand 101125-111225	D	12/04/2025	166.24		008165		166.24
00471		FirstEnergy MP/PE							
	I-Barron 111325	Barron 101125-111025	D	12/04/2025	217.81		008166		217.81
00471		FirstEnergy MP/PE							
	I-Baxter 111425	5 Baxter 101425-111225	D	12/04/2025	330.79		008167		330.79
00471		FirstEnergy MP/PE							
	I-Harrison 111425	Harrison 101425-111225	D	12/04/2025	32.34		008168		32.34
00471		FirstEnergy MP/PE							
	I-Oak Grove 111425	Oak Grove 101425-111225	D	12/04/2025	205.91		008169		205.91
00471		FirstEnergy MP/PE							
	I-RR Ave 111425	Railroad Ave lighting 111425	D	12/04/2025	415.25		008170		415.25
00471		FirstEnergy MP/PE							
	I-Rand Ave 111325	Randolph Ave 101125-111025	D	12/04/2025	28.41		008171		28.41
00471		FirstEnergy MP/PE							
	I-Rand/3rd 111325	Randolph/Third 101125-111025	D	12/04/2025	33.24		008172		33.24
00471		FirstEnergy MP/PE							
	I-Randolph 111325	Randolph Ave 101125-11025	D	12/04/2025	131.37		008173		131.37
00471		FirstEnergy MP/PE							
	I-Riverbend 111425	Riverbend Ln 101425-111225	D	12/04/2025	48.45		008174		48.45

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-Riverbend Pk111425	Riverbend Pk 101425-111225	D	12/04/2025	14,309.90		008175		14,309.90
00471		FirstEnergy MP/PE							
	I-Riverview 111425	Riverview 101425-111225	D	12/04/2025	55.32		008176		55.32
00471		FirstEnergy MP/PE							
	I-SDavis/11 111425	S Davis/11th 10145-111225	D	12/04/2025	105.85		008177		105.85
00471		FirstEnergy MP/PE							
	I-Whiteman 111325	Whiteman 101125-111025	D	12/04/2025	74.39		008178		74.39
00471		FirstEnergy MP/PE							
	I-Wilson 111425	Wilson 101425-111225	D	12/04/2025	515.60		008179		515.60
00471		FirstEnergy MP/PE							
	I-flood Ctrl 111425	Flood Ctl 101425-111225	D	12/04/2025	368.66		008180		368.66
00119		First-Citizens Bank & Trust Co							
	I-48162508	Konica Minolta 120825	D	12/09/2025	55.00		008181		55.00
00471		FirstEnergy MP/PE							
	I-111725 192 High	192 High St Ext 100825-110625	D	12/09/2025	9,546.75		008182		9,546.75
00471		FirstEnergy MP/PE							
	I-111725 3rd St	3rd St 101425-111325	D	12/09/2025	81.74		008183		81.74
00471		FirstEnergy MP/PE							
	I-111725 401 Davis	401 Davis 101125-111025	D	12/09/2025	2,843.95		008184		2,843.95
00471		FirstEnergy MP/PE							
	I-111725 516 Glendal	516 Glendale 101425-111325	D	12/09/2025	62.43		008185		62.43
00471		FirstEnergy MP/PE							
	I-111725 Davis 1st	Davis/1st 101425-111325	D	12/09/2025	50.31		008186		50.31
00471		FirstEnergy MP/PE							
	I-111725 Davis/2nd	Davis/2nd 101425-111325	D	12/09/2025	70.95		008187		70.95
00471		FirstEnergy MP/PE							
	I-111725 Glen	Glendale Ave 101425-111325	D	12/09/2025	175.62		008188		175.62
00471		FirstEnergy MP/PE							
	I-111725 Glendale	Glendale 101425-111325	D	12/09/2025	2,317.45		008189		2,317.45

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-111725 LT31Barron	LT31 Barron 101625-111425	D	12/09/2025	17,668.75		008190		17,668.75
00471		FirstEnergy MP/PE							
	I-111725 Railroad	Railroad Ave 101425-111325	D	12/09/2025	171.26		008191		171.26
00471		FirstEnergy MP/PE							
	I-111925 Stewart	Stewart Ave 101125-111225	D	12/09/2025	1,245.35		008192		1,245.35
02347		LEAF							
	I-19354731	Toshiba 5525AAC	D	12/09/2025	162.03		008193		162.03
02347		LEAF							
	I-19354732	Toshiba 4525AC 120825	D	12/09/2025	168.50		008194		168.50
00741		Great-West Trust Company LLC							
	I-VF 202512092580	Voya	D	12/09/2025	630.00		008195		
	I-VF2202512092580	Voya AT	D	12/09/2025	120.00		008195		750.00
00075		Encova Insurance							
	I-37150766	Installment 12/01/25	D	12/09/2025	6,722.00		008196		6,722.00
00792		WV Consolidated Retirement Boa							
	I-RTD202512092580	Retirement	D	12/09/2025	7,570.86		008197		
	I-RTD202512092581	Retirement	D	12/09/2025	159.04		008197		7,729.90
00952		WV Consolidated Retirement Boa							
	I-RTF202512092580	Retirement	D	12/09/2025	4,182.88		008198		
	I-RTN202512092580	Retirement	D	12/09/2025	6,352.32		008198		10,535.20
00993		WV Consolidated Retirement Boa							
	I-RT6202512092580	Retirement 6%	D	12/09/2025	11,044.58		008199		
	I-RT6202512092581	Retirement 6%	D	12/09/2025	487.36		008199		11,531.94
02667		Health Equity							
	I-HSA202512092580	Health Savings	D	12/09/2025	1,084.54		008200		1,084.54
00484		Mountaineer Gas Company							
	I-10/20 216 4th	216 4th St 100725-110625	D	12/10/2025	713.07		008201		713.07
00484		Mountaineer Gas Company							
	I-11/20 1 Baxter	1 Baxter St 100725-110625	D	12/10/2025	277.45		008202		277.45

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00484		Mountaineer Gas Company							
	I-11/20 1 Baxter WD	1 Baxter St WD 100725-110625	D	12/10/2025	67.69		008203		67.69
00484		Mountaineer Gas Company							
	I-11/20 216 4th B	216 4th St B 100725-110525	D	12/10/2025	77.48		008204		77.48
00484		Mountaineer Gas Company							
	I-11/20 401 Davis	401 Davis 102925-110525	D	12/10/2025	93.08		008205		93.08
00484		Mountaineer Gas Company							
	I-11/20 5 Baxter	5 Baxter St 100725-110625	D	12/10/2025	127.14		008206		127.14
00484		Mountaineer Gas Company							
	I-11/20 Barron	Barron Ave 100725-110525	D	12/10/2025	86.69		008207		86.69
00484		Mountaineer Gas Company							
	I-11/20 Baxter	Baxter St 100725-110525	D	12/10/2025	238.98		008208		238.98
00484		Mountaineer Gas Company							
	I-11/20 Center	Center St 100725-110525	D	12/10/2025	96.18		008209		96.18
00484		Mountaineer Gas Company							
	I-11/20 Flood Ctl	Flood Control 100725-110625	D	12/10/2025	324.11		008210		324.11
00484		Mountaineer Gas Company							
	I-11/20 Glendale 3	Glendale Ave LS3 100725-110625	D	12/10/2025	77.37		008211		77.37
00484		Mountaineer Gas Company							
	I-11/20 Inds Park	Industrial Park 101025-110625	D	12/10/2025	77.67		008212		77.67
00484		Mountaineer Gas Company							
	I-11/20 RELee	Robert E Lee 100725-110625	D	12/10/2025	487.61		008213		487.61
00484		Mountaineer Gas Company							
	I-11/20 Stewart	Stewart 100725-110525	D	12/10/2025	56.92		008214		56.92
00484		Mountaineer Gas Company							
	I-917 S RR 112025	917 S RR 100725-110525	D	12/10/2025	39.23		008215		39.23
00283		Frontier							
	I-112025	Phones 11/20/25	D	12/16/2025	1,383.70		008216		1,383.70
00385		John Deere Financial							
	I-3105855	JD WLBH 10453410P	D	12/16/2025	2,096.69		008217		2,096.69

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-112425 RT219/250	RT 219/250S 102225-112025	D	12/16/2025	85.89		008218		85.89
00471		FirstEnergy MP/PE							
	I-112425 Rt3 Haddix	RT 3 Haddix Rd 102225-112025	D	12/16/2025	23.04		008219		23.04
00471		FirstEnergy MP/PE							
	I-112625 JimtownComm	Jimtown Comm 101825-111925	D	12/16/2025	13.31		008220		13.31
01727		Enterprise FM Trust							
	I-578571-120325	Fleet Leases 120325	D	12/16/2025	23,097.88		008221		23,097.88
02347		LEAF							
	I-19368171	Toshiba 4525AC 121025	D	12/16/2025	214.28		008222		214.28
02347		LEAF							
	I-19383971	Toshiba ES4515AC 121325	D	12/16/2025	128.29		008223		128.29
00484		Mountaineer Gas Company							
	I-120225 153 Bearhnt	153 Bearhunter 101625-111725	D	12/16/2025	38.00		008224		38.00
00484		Mountaineer Gas Company							
	I-120225 500 Scott F	500 Scott Fd 101625-111725	D	12/16/2025	40.02		008225		40.02
02417		US Bank Corporate Payment Syst							
	I-VisaFleet 113025	Visa Fleet Stmt Pmt 113025	D	12/17/2025	13,974.08		008235		13,974.08
02417		US Bank Corporate Payment Syst							
	C-DILLARDS 111225	CR Taxes Credited 111225	D	12/18/2025	11.55CR		008315		
	C-IPSY Chg 110725	IPSY Charge Fraud	D	12/18/2025	36.37CR		008315		
	I-VisaNF 113025	Visa NonFleet Stmt Pmt 113025	D	12/18/2025	78,187.12		008315		78,139.20
02898		Ipsy							
	C-IPSYFraud 090725	CR Taxes Charged 090725	D	12/18/2025	36.37CR		008316		
	D-Corr 110725	Correction on entry	D	12/18/2025	36.37		008316		
00047		Truist Governmental Finance							
	I-00007 121925	9948000234-00007 121925	D	12/22/2025	4,984.55		008317		4,984.55
00385		John Deere Financial							
	I-3112369	JD CTLD 123025	D	12/22/2025	2,252.66		008318		2,252.66
00471		FirstEnergy MP/PE							
	I-121025 192 High	192 High St Ext 110725-120825	D	12/22/2025	13,219.16		008319		13,219.16

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471		FirstEnergy MP/PE							
	I-121025 BearHntr	BearHunter Mntn 110725-120825	D	12/22/2025	160.04		008320		160.04
00471		FirstEnergy MP/PE							
	I-121025 High	High St 110725-120825	D	12/22/2025	30.83		008321		30.83
02347		LEAF							
	I-19409735	19409735 121825	D	12/22/2025	85.00		008322		85.00
02347		LEAF							
	I-19409736	Toshiba 121825	D	12/22/2025	85.00		008323		85.00
02347		LEAF							
	I-19442288	Toshiba/Lexmark 122425	D	12/22/2025	629.69		008324		629.69
02347		LEAF							
	I-19445599	Toshiba 478S 122525	D	12/22/2025	108.18		008325		108.18
02347		LEAF							
	I-19445600	Toshiba E4515AC 122525	D	12/22/2025	205.62		008326		205.62
02347		LEAF							
	I-19445601	Toshiba 122525	D	12/22/2025	452.10		008327		452.10
00741		Great-West Trust Company LLC							
	I-VF 202512222585	Voya	D	12/23/2025	730.00		008328		
	I-VF2202512222585	Voya AT	D	12/23/2025	120.00		008328		850.00
00792		WV Consolidated Retirement Boa							
	I-RTD202512222585	Retirement	D	12/23/2025	8,232.82		008329		8,232.82
00952		WV Consolidated Retirement Boa							
	I-RTF202512222585	Retirement	D	12/23/2025	2,931.92		008330		
	I-RTN202512222585	Retirement	D	12/23/2025	5,278.40		008330		8,210.32
00993		WV Consolidated Retirement Boa							
	I-RT6202512222585	Retirement 6%	D	12/23/2025	11,620.89		008331		11,620.89
02667		Health Equity							
	I-HSA202512222585	Health Savings	D	12/23/2025	1,084.54		008332		1,084.54
02347		LEAF							
	I-19504444	Toshiba E4515AC 24 PropTx	D	12/29/2025	128.17		008333		128.17

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1		DOERR CORP							
	I-000202512012578	US REFUND	R	12/02/2025	15.42		018136		15.42
1		MALLOW, BILLIE RAY							
	I-000202512012579	US REFUND	R	12/02/2025	2.50		018137		2.50
00140		City of Elkins							
	I-CKREQ 120125	Whitmer Utility Pmts to Elkins	R	12/02/2025	3,999.29		018138		3,999.29
00143		COE General Fund 2							
	I-12/25 Indirects	Monthly Indirects 12/25	R	12/02/2025	16,824.83		018139		16,824.83
00149		COE Parks and Recreation							
	I-12/25 Support	Monthly Support 12/25	R	12/02/2025	25,483.00		018140		25,483.00
00154		COE Sanitation							
	I-202511058492	WWC Hauling 2270 Brush 120	R	12/02/2025	299.48		018141		
	I-202511108512	City Hall Hauling/Tipping 1104	R	12/02/2025	674.80		018141		974.28
00156		COE Sewer Depreciation Account							
	I-11/25 Swr Deprec	Sewer Depreciation 11/25	R	12/02/2025	6,726.35		018142		6,726.35
00158		COE Water Depreciation Account							
	I-11/25 Water Deprec	Water Depreciation 11/25	R	12/02/2025	10,680.42		018143		10,680.42
00202		Davis Trust Company							
	I-35239 120125	3113776-35239 120125	R	12/02/2025	1,425.22		018144		1,425.22
00457		Metalworks, Inc.							
	I-13860	2 Lifting Pockets	R	12/02/2025	390.00		018145		390.00
00468		Miss Utility of West Virginia,							
	I-WV25-4543	Message Fees 10/2025	R	12/02/2025	262.70		018146		262.70
00500		Newlons International Sales, L							
	I-01P34472	Air Filter	R	12/02/2025	267.57		018147		267.57
00517		Ohio Valley Bank							
	I-6300002950 1201	6300002950 12/01/25	R	12/02/2025	8,166.47		018148		8,166.47
00573		Randolph County Development Au							
	I-12/25 Rent	Monthly Rent 12/25	R	12/02/2025	800.00		018149		800.00

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00591	Retiree Health Benefit Trust F							
I-11/25 Council	RHBT 11/25 Council	R	12/02/2025	36.00		018150		36.00
00651	Southern WV Asphalt Inc							
I-73443	Wearing	R	12/02/2025	827.51		018151		827.51
00711	Tygart Valley Transfer, Inc.							
I-00040866	Comm	R	12/02/2025	135.68		018152		
I-00040869	Comm	R	12/02/2025	131.86		018152		
I-00040872	Res	R	12/02/2025	138.55		018152		
I-00040890	Res	R	12/02/2025	1,052.96		018152		
I-00040893	Comm	R	12/02/2025	855.17		018152		
I-00040894	Res	R	12/02/2025	855.17		018152		
I-00040917	Comm	R	12/02/2025	412.78		018152		
I-00040919	Comm	R	12/02/2025	320.09		018152		
I-00040922	Comm	R	12/02/2025	212.12		018152		
I-00040929	Comm	R	12/02/2025	179.63		018152		
I-00040942	Res	R	12/02/2025	558.97		018152		
I-00040944	Res	R	12/02/2025	561.83		018152		
I-00040945	Comm	R	12/02/2025	474.88		018152		
I-00040956	Comm	R	12/02/2025	293.34		018152		
I-00040957	Comm	R	12/02/2025	211.17		018152		
I-00040959	Res	R	12/02/2025	109.88		018152		
I-00040962	Comm	R	12/02/2025	391.76		018152		
I-00040977	Comm	R	12/02/2025	250.34		018152		
I-00040981	Res	R	12/02/2025	492.08		018152		
I-00040982	Res	R	12/02/2025	575.21		018152		
I-00040983	Comm	R	12/02/2025	497.82		018152		
I-00040994	Comm	R	12/02/2025	166.26		018152		
I-00040998	Comm	R	12/02/2025	162.44		018152		
I-00041012	Res	R	12/02/2025	595.28		018152		
I-00041015	Res	R	12/02/2025	529.35		018152		
I-00041016	Comm	R	12/02/2025	522.66		018152		
I-00041032	Comm	R	12/02/2025	306.72		018152		
I-00041037	Comm	R	12/02/2025	203.52		018152		
I-00041045	Comm	R	12/02/2025	71.66		018152		
I-00041055	Res	R	12/02/2025	446.22		018152		
I-00041056	Res	R	12/02/2025	545.59		018152		
I-00041059	Comm	R	12/02/2025	741.47		018152		
I-00041078	Comm	R	12/02/2025	193.01		018152		
I-00041085	Comm	R	12/02/2025	74.53		018152		
I-00041089	Comm	R	12/02/2025	292.38		018152		
I-00041092	Res	R	12/02/2025	904.86		018152		
I-00041093	Residential	R	12/02/2025	817.91		018152		
I-00041094	Comm	R	12/02/2025	945.95		018152		
I-00041116	Res	R	12/02/2025	550.37		018152		
I-00041117	Res	R	12/02/2025	606.74		018152		
I-00041118	Comm	R	12/02/2025	445.26		018152		

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I-00041131	Comm	R	12/02/2025	155.75		018152		
I-00041133	Res	R	12/02/2025	146.19		018152		
I-00041135	Comm	R	12/02/2025	422.33		018152		
I-00041142	Comm	R	12/02/2025	189.19		018152		
I-00041151	Comm	R	12/02/2025	280.92		018152		
I-00041159	Res	R	12/02/2025	520.75		018152		
I-00041161	Res	R	12/02/2025	462.46		018152		
I-00041163	Comm	R	12/02/2025	533.17		018152		
I-00041176	Comm	R	12/02/2025	279.96		018152		
I-00041179	Comm	R	12/02/2025	122.30		018152		
I-00041183	Comm	R	12/02/2025	36.31		018152		
I-00041192	Res	R	12/02/2025	619.16		018152		
I-00041195	Res	R	12/02/2025	511.19		018152		
I-00041196	Comm	R	12/02/2025	532.21		018152		
I-00041214	Comm	R	12/02/2025	171.03		018152		
I-00041215	Comm	R	12/02/2025	315.32		018152		
I-00041233	Res	R	12/02/2025	428.06		018152		
I-00041237	Res	R	12/02/2025	465.33		018152		
I-00041238	Comm	R	12/02/2025	722.36		018152		
I-00041252	Comm	R	12/02/2025	367.87		018152		
I-00041275	Res	R	12/02/2025	1,003.28		018152		
I-00041277	Res	R	12/02/2025	811.22		018152		
I-00041279	Comm	R	12/02/2025	957.41		018152		
I-00041300	Res	R	12/02/2025	96.51		018152		
I-00041303	Comm	R	12/02/2025	237.92		018152		
I-00041309	Res	R	12/02/2025	585.72		018152		
I-00041312	Res	R	12/02/2025	691.78		018152		
I-00041316	Comm	R	12/02/2025	469.15		018152		
I-00041326	Comm	R	12/02/2025	322.00		018152		
I-00041327	Comm	R	12/02/2025	410.87		018152		
I-00041343	Res	R	12/02/2025	626.81		018152		
I-00041345	Res	R	12/02/2025	564.70		018152		
I-00041347	Comm	R	12/02/2025	572.34		018152		
I-00041371	Comm	R	12/02/2025	287.61		018152		
I-00041374	Comm	R	12/02/2025	218.81		018152		
I-00041376	Comm	R	12/02/2025	144.28		018152		
I-00041397	Res	R	12/02/2025	693.69		018152		
I-00041400	Res	R	12/02/2025	597.19		018152		
I-00041401	Comm	R	12/02/2025	562.79		018152		
I-00041419	Comm	R	12/02/2025	387.93		018152		
I-00041420	Res	R	12/02/2025	193.97		018152		
I-00041425	Comm	R	12/02/2025	263.72		018152		
I-00041446	Res	R	12/02/2025	568.52		018152		
I-00041449	Res	R	12/02/2025	487.31		018152		
I-00041452	Comm	R	12/02/2025	824.60		018152		
I-00041470	Comm	R	12/02/2025	699.43		018152		
I-00041471	Res	R	12/02/2025	521.70		018152		
I-00041473	Res	R	12/02/2025	597.19		018152		

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	I-00041497	Comm	R	12/02/2025	253.21		018152		
	I-00041499	Comm	R	12/02/2025	187.28		018152		
	I-00041503	Comm	R	12/02/2025	90.77		018152		
	I-00041515	Res	R	12/02/2025	737.65		018152		
	I-00041520	Res	R	12/02/2025	567.57		018152		
	I-00041521	Comm	R	12/02/2025	591.45		018152		
	I-00041544	Comm	R	12/02/2025	446.22		018152		
	I-00041546	Comm	R	12/02/2025	167.21		018152		
	I-00041550	Comm	R	12/02/2025	392.71		018152		
	I-00041560	Comm	R	12/02/2025	279.96		018152		
	I-00041566	Res	R	12/02/2025	819.82		018152		
	I-00041567	Comm	R	12/02/2025	569.48		018152		
	I-00041570	Res	R	12/02/2025	497.82		018152		
	I-00041573	Comm	R	12/02/2025	865.68		018152		
	I-0041509	Res - Humane Society	R	12/02/2025	20.00		018152		46,000.61
00779		Woodford Oil Company							
	I-1562525111912470	250 Dyed Diesel	R	12/02/2025	832.50		018153		
	I-3443251126095628	300 Dyed Diesel	R	12/02/2025	999.00		018153		1,831.50
00805		WV FBMC							
	I-11/25 RChen	R Chenoweth 11/25	R	12/02/2025	102.84		018154		102.84
00810		WV Public Employee Insurance A							
	I-11/25 Kerns	B Kerns Health/Life 11/25	R	12/02/2025	514.98		018155		
	I-11/25 LSeverino	L Severino Health/Life 11/25	R	12/02/2025	514.98		018155		
	I-11/25 RChen	R Chenoweth Health/Life 11/25	R	12/02/2025	1,079.98		018155		2,109.94
01292		COE Sewer O & M Account							
	I-11/25 Sewer OM	Sewer O&M 11/25	R	12/02/2025	13,527.27		018156		13,527.27
01313		COE Water O & M Account							
	I-11/25 Water OM	Water O&M 11/25	R	12/02/2025	21,676.42		018157		21,676.42
01563		BHM CPA Group, Inc							
	I-88337	6/30/25 Consulting Services	R	12/02/2025	11,000.00		018158		11,000.00
01594		Pace Analytical Services LLC							
	I-2530642312	Analytical Charges	R	12/02/2025	63.00		018159		
	I-2530642849	Analytical Charges	R	12/02/2025	474.60		018159		
	I-2530646891	Analytical Charges	R	12/02/2025	63.00		018159		600.60
01751		COE WWTP							
	I-202511128540	Backwash 10/25	R	12/02/2025	832.10		018160		832.10

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01833	P3 Cost Analysts							
I-32405	Visa VUIRF 11/25	R	12/02/2025	618.34		018161		618.34
01942	Elkins Municipal Building Comm							
I-1214756-11 121525	1214756-11 121525	R	12/02/2025	4,833.20		018162		
I-1214756-12 120125	1214756-12 120125	R	12/02/2025	4,509.60		018162		9,342.80
02047	Cybertech Automation USA Inc							
I-14435	Project Work Services 10/2025	R	12/02/2025	460.00		018163		460.00
02157	Jerry A Marco							
I-CKREQ 112425	Reimb Airfare	R	12/02/2025	728.67		018164		
I-Travel 11/18-11/23	Travel Exp NLOC -Utah	R	12/02/2025	596.60		018164		1,325.27
02322	Badger Meter							
I-80218426	Beacon MBL Hosting 11/25	R	12/02/2025	259.02		018165		259.02
02336	GAI Consultants							
I-2218463	Prof Services through 4/19/25	R	12/02/2025	2,677.50		018166		
I-2221455	Prof Services through 062125	R	12/02/2025	900.00		018166		3,577.50
02403	MCE Diversified LLC							
I-INV-192425	Pressure gauge	R	12/02/2025	193.41		018167		
I-INV-193147	Maintenance on Air Compressors	R	12/02/2025	3,363.98		018167		3,557.39
02431	Fel-Ferguson Waterworks #527							
I-1009704	12 Top Blt Coup	R	12/02/2025	1,990.00		018168		1,990.00
02549	Command LLC							
I-7082	Aerial Tests 402	R	12/02/2025	725.00		018169		725.00
02608	Zinn's R Us Inc							
I-4692	Septic Holding Tanks	R	12/02/2025	400.00		018170		
I-4806	4 Septic Holding Tanks	R	12/02/2025	400.00		018170		800.00
02769	BCN Telecom Inc TBS							
I-24013177	Street Cameras Internet	R	12/02/2025	1,747.35		018171		1,747.35
02848	First United Methodist Church							
I-12/2025	Parking Rentals 12/25	R	12/02/2025	80.00		018172		80.00
02852	Kump Education Center							
I-CKREQ 120125	SHPO Pass Thru Grant	R	12/02/2025	12,750.00		018173		12,750.00

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02911		Cummins Inc							
	I-258591	Planned Service Agreement	R	12/02/2025	5,865.17		018174		5,865.17
00591		Retiree Health Benefit Trust F							
	I-12/25 RHBT	Retirees RHBT 12/25	R	12/03/2025	2,303.92		018175		2,303.92
00116		Child Support Enforcement							
	I-CDS202512092580	Child Support	R	12/09/2025	453.40		018176		453.40
00121		Citizens Bank of WVFP							
	I-FP 202512092580	Fire Pension	R	12/09/2025	417.22		018177		417.22
00122		Citizens Bank of WVPP							
	I-PP 202512092580	Police Pension	R	12/09/2025	178.17		018178		
	I-PPN202512092580	Police Pension-2010 Forward	R	12/09/2025	284.30		018178		462.47
00147		COE Misc							
	I-MIS202512092580	Misc Reimbursements	R	12/09/2025	331.00		018179		331.00
00150		COE Payroll							
	I-T1 202512092580	Federal Withholding	R	12/09/2025	17,031.27		018180		17,031.27
00151		COE Payroll							
	I-T3 202512092580	FICA	R	12/09/2025	23,873.52		018181		
	I-T4 202512092580	Medicare	R	12/09/2025	5,907.84		018181		29,781.36
00152		COE Payroll							
	I-T2 202512092580	State Withholding	R	12/09/2025	6,745.00		018182		6,745.00
00203		Davis Trust Company							
	I-CC 202512092580	Employee Christmas Club	R	12/09/2025	3,230.00		018183		3,230.00
00747		Washington National Insurance							
	I-WN 202512092580	Washington National Insurance	R	12/09/2025	574.13		018184		574.13
00837		COE Payroll Reimbursement							
	I-001202512092580	Payroll Reimbursement	R	12/09/2025	64,993.30		018185		
	I-006202512092580	Payroll Reimbursement	R	12/09/2025	5,353.44		018185		
	I-036202512092580	Payroll Reimbursement	R	12/09/2025	19,999.88		018185		
	I-400202512092580	Payroll Reimbursement	R	12/09/2025	24,253.29		018185		
	I-401202512092580	Payroll Reimbursement	R	12/09/2025	15,994.75		018185		
	I-404202512092580	Payroll Reimbursement	R	12/09/2025	14,055.97		018185		144,650.63

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01885		Colonial Life							
	I-CL 202512092580	Colionial Life-AT	R	12/09/2025	112.10		018186		
	I-CLP202512092580	Colonial Life-PT	R	12/09/2025	52.52		018186		164.62
00150		COE Payroll							
	I-T1 202512092581	Federal Withholding	R	12/09/2025	3,069.06		018187		3,069.06
00151		COE Payroll							
	I-T3 202512092581	FICA	R	12/09/2025	2,408.96		018188		
	I-T4 202512092581	Medicare	R	12/09/2025	563.36		018188		2,972.32
00152		COE Payroll							
	I-T2 202512092581	State Withholding	R	12/09/2025	870.00		018189		870.00
00837		COE Payroll Reimbursement							
	I-001202512092581	Payroll Reimbursement	R	12/09/2025	12,290.46		018190		
	I-400202512092581	Payroll Reimbursement	R	12/09/2025	1,463.52		018190		13,753.98
00211		Elkins Depot Welcome Center							
	I-10/25 Hotel Motel	Hotel/Motel Collection 10/25	R	12/09/2025	21,935.35		018191		21,935.35
00483		Mountain Valley Bank							
	I-1202553-24 121525	1202553-24 121525	R	12/09/2025	6,518.78		018192		6,518.78
00855		Agency LMC							
	I-4156	October website maintenance	R	12/09/2025	483.87		018193		483.87
00927		Interstate Battery System of S							
	I-51019225	Batteries	R	12/09/2025	443.85		018194		443.85
01390		Phoenix Solutions, LLC							
	I-42258	Chemicals	R	12/09/2025	8,119.64		018195		
	I-42280	Chemicals	R	12/09/2025	15,354.25		018195		
	I-42310	Chemicals	R	12/09/2025	8,954.84		018195		
	I-42320	Chemicals	R	12/09/2025	1,384.50		018195		33,813.23
01681		HdL Companies							
	I-11302025	Add'l Bus License 11/2025	R	12/09/2025	1,484.37		018196		1,484.37
02040		Rich Mountain Trading							
	I-112925 Knotts	Tyler Knotts FN Herstal SCAR	R	12/09/2025	3,500.00		018197		3,500.00
02143		Wholesale Tires & Auto							
	I-WCL 020640	Tires	R	12/09/2025	1,215.00		018198		1,215.00

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02910		BG Excavation							
	I-46	Hydroseeding	R	12/09/2025	6,500.00		018199		6,500.00
02671		CP&H Inc dba City Plumbing & H							
	I-Appl #15	contracted services	R	12/09/2025	153,829.33		018200		153,829.33
02914		Amy Ware							
	I-HotelReimbursemnt	reimburse hotel due-water off	R	12/09/2025	146.90		018201		146.90
00132		Clarksburg Water Board							
	I-M93998	Samples	R	12/16/2025	230.00		018202		230.00
00154		COE Sanitation							
	I-202512058651	City Hall Roll Off Rental 11/2	R	12/16/2025	198.90		018203		
	I-202512088667	City Hall Hauling/Tipping 1203	R	12/16/2025	909.38		018203		1,108.28
00310		Griffith & Associates, PLLC							
	I-15459 093025	Office Work 08/25-09/25	R	12/16/2025	285.25		018204		285.25
00569		Randolph County Clerk							
	I-CKREQ 120125	Liens	R	12/16/2025	48.00		018205		48.00
00812		WV Division of Corrections & R							
	I-11125B49F	13 days inmate housing TVRJ	R	12/16/2025	874.51		018206		874.51
01169		Kathy's Decorating & Design							
	I-006926	Blue Christmas Supplies	R	12/16/2025	455.01		018207		455.01
01390		Phoenix Solutions, LLC							
	I-42330	Chemicals	R	12/16/2025	4,010.50		018208		4,010.50
01447		Heritage Fire Equipment							
	I-17504	McLube for T402	R	12/16/2025	481.61		018209		481.61
01594		Pace Analytical Services LLC							
	I-10/30 and 11/26/25	Analytical Services	R	12/16/2025	2,176.60		018210		2,176.60
02157		Jerry A Marco							
	I-Travel 120825	Travel Exp WVML Christmas Evnt	R	12/16/2025	296.60		018211		296.60
02431		Fel-Ferguson Waterworks #527							
	I-1013439	Coil Municipex Pipe/Pipe Wrnch	R	12/16/2025	6,122.82		018212		6,122.82

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02490		WVCorp							
	I-113318	3rd Qtr Pkg	R	12/16/2025	57,713.00		018213		57,713.00
02608		Zinn's R Us Inc							
	I-4825	4 Septic Holding Tanks	R	12/16/2025	400.00		018214		400.00
02921		Pullin Fowler Flanagan Brown P							
	I-168795	Attn Serv Personnel 10212521	R	12/16/2025	3,107.50		018215		3,107.50
1		ARMSTRONG, LISA							
	I-000202512092582	US REFUND	R	12/16/2025	395.07		018216		395.07
1		WILBUR L GODDIN, THE							
	I-000202512092583	US REFUND	R	12/16/2025	572.48		018217		572.48
00234		Elkins Babe Ruth League							
	I-ParksCk Request	Concession stand	R	12/16/2025	15,000.00		018218		15,000.00
02671		CP&H Inc dba City Plumbing & H							
	I-Appl #14	contracted services	R	12/16/2025	201,324.00		018219		201,324.00
00116		Child Support Enforcement							
	I-CDS202512222585	Child Support	R	12/23/2025	453.40		018220		453.40
00121		Citizens Bank of WVFP							
	I-FP 202512222585	Fire Pension	R	12/23/2025	356.16		018221		356.16
00122		Citizens Bank of WVPP							
	I-PP 202512222585	Police Pension	R	12/23/2025	163.23		018222		
	I-PPN202512222585	Police Pension-2010 Forward	R	12/23/2025	234.00		018222		397.23
00147		COE Misc							
	I-MIS202512222585	Misc Reimbursements	R	12/23/2025	331.00		018223		331.00
00150		COE Payroll							
	I-T1 202512222585	Federal Withholding	R	12/23/2025	15,875.43		018224		15,875.43
00151		COE Payroll							
	I-T3 202512222585	FICA	R	12/23/2025	23,995.56		018225		
	I-T4 202512222585	Medicare	R	12/23/2025	5,889.66		018225		29,885.22
00152		COE Payroll							
	I-T2 202512222585	State Withholding	R	12/23/2025	6,590.00		018226		6,590.00

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00203	Davis Trust Company							
I-CC 202512222585	Employee Christmas Club	R	12/23/2025	3,230.00		018227		3,230.00
00747	Washington National Insurance							
I-WN 202512222585	Washington National Insurance	R	12/23/2025	574.13		018228		574.13
00837	COE Payroll Reimbursement							
I-001202512222585	Payroll Reimbursement	R	12/23/2025	66,608.58		018229		
I-006202512222585	Payroll Reimbursement	R	12/23/2025	5,455.10		018229		
I-036202512222585	Payroll Reimbursement	R	12/23/2025	14,750.82		018229		
I-400202512222585	Payroll Reimbursement	R	12/23/2025	29,242.72		018229		
I-401202512222585	Payroll Reimbursement	R	12/23/2025	17,077.92		018229		
I-404202512222585	Payroll Reimbursement	R	12/23/2025	12,990.94		018229		146,126.08
01885	Colonial Life							
I-CL 202512222585	Colionial Life-AT	R	12/23/2025	112.10		018230		
I-CLP202512222585	Colonial Life-PT	R	12/23/2025	52.52		018230		164.62
00006	AFLAC							
I-AF 202512092580	Aflac-After Tax Ins	R	12/23/2025	839.88		018231		
I-AF 202512222585	Aflac-After Tax Ins	R	12/23/2025	839.88		018231		
I-AFL202512092580	Aflac Insurance	R	12/23/2025	256.58		018231		
I-AFL202512222585	Aflac Insurance	R	12/23/2025	256.58		018231		2,192.92
00242	Elkins Professional Firefighte							
I-EPF202512092580	Elkins Professional FF	R	12/23/2025	150.00		018232		
I-EPF202512222585	Elkins Professional FF	R	12/23/2025	150.00		018232		300.00
00591	Retiree Health Benefit Trust F							
I-12/25 RHBT Cncl	RHBT Council 12/25	R	12/23/2025	36.00		018233		
I-RHB202512222585	Retiree Health Benefit Trust	R	12/23/2025	996.00		018233		1,032.00
00787	WV Bureau of Employment Progra							
I-SUV202510142565	State Unemployment-Vol Fire	R	12/23/2025	16.27		018234		16.27
00805	WV FBMC							
I-12/25 Chenoweth	RChenoweth 2pays 12/25	R	12/23/2025	102.84		018235		
I-FB2202512092580	Mt. Flex Benefits Post Tax	R	12/23/2025	3.00		018235		
I-FB2202512222585	Mt. Flex Benefits Post Tax	R	12/23/2025	3.00		018235		
I-MFB202512092580	Mt. Flex Benefit	R	12/23/2025	2,191.73		018235		
I-MFB202512222585	Mt. Flex Benefit	R	12/23/2025	2,191.73		018235		4,492.30
00810	WV Public Employee Insurance A							
I-12/25 Admn Fees	Admn Fees Jacob Miller	R	12/23/2025	52.50		018236		
I-12/25 Chenoweth	R Chenoweth 12/25 Health/Life	R	12/23/2025	1,079.98		018236		
I-12/25 Kerns	B Kerns Health/Life 12/25	R	12/23/2025	514.98		018236		
I-12/25 Severino	LSeverino 12/25 Health/Life	R	12/23/2025	514.98		018236		
I-12/25 Sinsel	Sinsel-Term before 2nd payNov	R	12/23/2025	258.48		018236		

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR	I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	I-BL 202512222585	Basic Life Benefit	R	12/23/2025	194.04		018236		
	I-CEC202512092580	Plan C E/C	R	12/23/2025	1,937.50		018236		
	I-CEC202512222585	Plan C E/C	R	12/23/2025	1,937.50		018236		
	I-CF 202512092580	Plan C Family	R	12/23/2025	25,333.00		018236		
	I-CF 202512222585	Plan C Family	R	12/23/2025	25,333.00		018236		
	I-CS 202512092580	Plan C Single	R	12/23/2025	8,208.00		018236		
	I-CS 202512222585	Plan C Single	R	12/23/2025	8,464.50		018236		
	I-DL 202512092580	Dependent Life	R	12/23/2025	137.49		018236		
	I-DL 202512222585	Dependent Life	R	12/23/2025	127.67		018236		
	I-OL 202512092580	Optional Life	R	12/23/2025	444.75		018236		
	I-OL 202512222585	Optional Life	R	12/23/2025	444.75		018236		
	I-TOF202512092580	Tobacco Surcharge Family	R	12/23/2025	425.00		018236		
	I-TOF202512222585	Tobacco Surcharge Family	R	12/23/2025	425.00		018236		
	I-TOS202512092580	Tobacco Surcharge Single	R	12/23/2025	100.00		018236		
	I-TOS202512222585	Tobacco Surcharge Single	R	12/23/2025	100.00		018236		76,033.12
02755		Citizens Bank of WV							
	I-GAR202512092580	Case #: CC-42-2023-C-79	R	12/23/2025	182.44		018237		
	I-GAR202512222585	Case #: CC-42-2023-C-79	R	12/23/2025	182.44		018237		364.88
00202		Davis Trust Company							
	I-35239 010126	03113776-35239 010126	R	12/29/2025	1,425.22		018238		1,425.22
00378		J F Allen Co.							
	I-25115-43983	De-Icing Salt	R	12/29/2025	977.50		018239		977.50
00468		Miss Utility of West Virginia,							
	I-WV25-5034	Message Fees Nov 2025	R	12/29/2025	195.25		018240		195.25
00517		Ohio Valley Bank							
	I-6300002950 010126	6300002950 01/01/26	R	12/29/2025	8,166.47		018241		8,166.47
00550		Precision Pump & Valve Service							
	I-0147396-IN	Duplex Controller	R	12/29/2025	685.00		018242		685.00
00756		West Electric & Machine Co Inc							
	I-SO-15404	Clarifiers replacement motor	R	12/29/2025	743.95		018243		743.95
01390		Phoenix Solutions, LLC							
	I-42350	Chemicals	R	12/29/2025	12,722.82		018244		12,722.82
01594		Pace Analytical Services LLC							
	I-2530649866	Contract Lab 11/2025	R	12/29/2025	2,489.20		018245		2,489.20

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01833	P3 Cost Analysts							
I-32781	Visa VUIRF 12/25	R	12/29/2025	655.77		018246		655.77
01942	Elkins Municipal Building Comm							
I-1214756-13 12/25	City Hall PJ interest	R	12/29/2025	4,484.59		018247		4,484.59
02357	Owen Peet							
I-CkRequest122225	Facebook Ad reimbursement	R	12/29/2025	100.00		018248		100.00
02501	Casto Technical Service							
I-298876	Burnham Boiler repairs	R	12/29/2025	952.34		018249		952.34
1	MERRILL, WILLIAM							
I-000202512192584	US REFUND	R	12/29/2025	2.50		018250		2.50
02403	MCE Diversified LLC							
I-INV-192285	air compressor labor & mileage	R	12/29/2025	1,377.00		018251		1,377.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	116			1,292,335.34	0.00	1,292,335.34
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	115			413,338.83	0.00	413,338.83
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:	231	1,705,674.17	0.00	1,705,674.17
BANK: Pool TOTALS:	231	1,705,674.17	0.00	1,705,674.17

VENDOR SET: 01 Elkins
BANK: SEWDP Sewer Depreciation
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01114	Lakeside Equipment Corp.							
I-906817	Lower Bearing Renovation	R	12/16/2025	7,625.00		000052		7,625.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1			7,625.00	0.00	7,625.00
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: SEWDPTOTALS:	1	7,625.00	0.00	7,625.00
BANK: SEWDP TOTALS:	1	7,625.00	0.00	7,625.00

VENDOR SET: 01 Elkins
BANK: WATDP Water Depreciation
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02431	Fel-Ferguson Waterworks #527							
I-1008506	Replacement of meters	R	12/03/2025	5,416.00		000077		5,416.00
02431	Fel-Ferguson Waterworks #527							
I-1012628	Coup/Comp Ball Curb St	R	12/16/2025	14,162.74		000078		14,162.74

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			19,578.74	0.00	19,578.74
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: WATDPTOTALS:	2	19,578.74	0.00	19,578.74
BANK: WATDP TOTALS:	2	19,578.74	0.00	19,578.74

VENDOR SET: 01 Elkins
BANK: WATOM Water O&M
DATE RANGE:12/01/2025 THRU 1/02/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02316	FilmTec Corporation							
I-952619042	filter parts	R	12/02/2025	39,550.00		000008		39,550.00
02316	FilmTec Corporation							
I-952620532	600 membrane replacements	R	12/16/2025	55,966.00		000009		55,966.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			95,516.00	0.00	95,516.00
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: WATOM TOTALS:	2	95,516.00	0.00	95,516.00
BANK: WATOM TOTALS:	2	95,516.00	0.00	95,516.00
REPORT TOTALS:	243	2,148,484.50	0.00	2,148,484.50

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 12/01/2025 THRU 1/02/2026
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

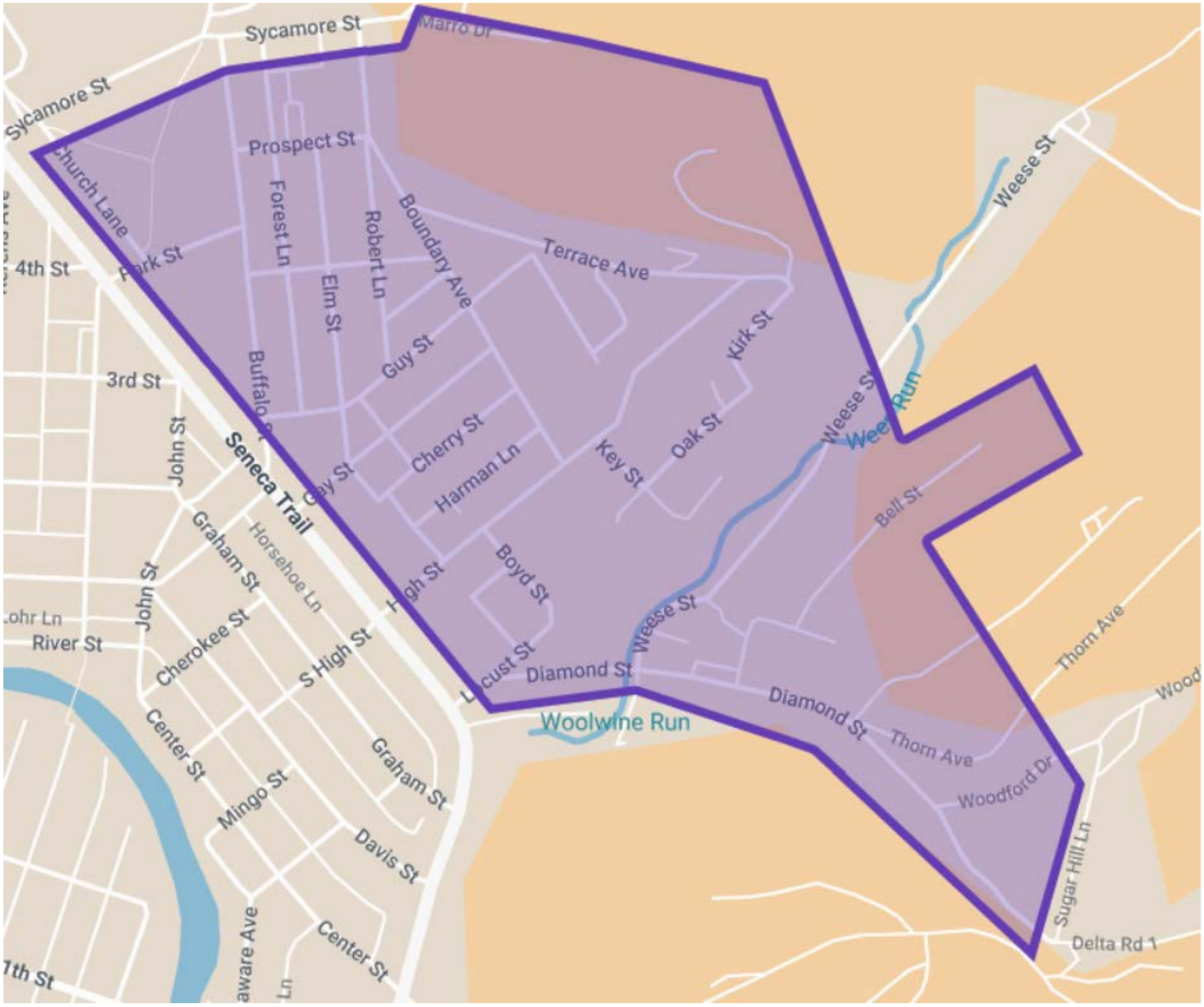
PRINT OPTIONS
SEQUENCE: CHECK NUMBER

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

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Ordinance
Agenda Item Name:	Ordinance 349: Reducing the speed limit to 15 miles per hour on all streets bounded by Sycamore Street (but not including Sycamore Street), Randolph Avenue (but not including Randolph Avenue), Diamond Street (including Diamond Street), and the City's eastern boundary. (Final reading)
Recommended By:	Rules & Ordinances Committee
Summary:	This ordinance would establish a 15 MPH speed limit in a defined residential area in the Fourth Ward, in response to a neighborhood petition and on recommendation of the Rules & Ordinances Committee. The change is intended to improve pedestrian safety and create consistent speed limits; EPD will monitor vehicle speeds with radar signs, and the program is viewed as a pilot that could be extended to similar neighborhoods if successful. If adopted on first and second reading, the new limit will take effect after signage is installed and public notice is provided via local media, the City's Facebook page, and WENS text alerts. A map is attached showing the approximate area for the proposed 15mph zone.
Fiscal Impact:	n/a
Recommendation:	Consider for approval on final reading
Attachments:	1. Approximate Proposed Area for Universal 15 MPH Zone 2. O-349 - reducing speed limit on streets in 4th Ward

Approximate Proposed Area for Universal 15 MPH Zone



ORDINANCE 349

AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA, REDUCING THE SPEED LIMIT TO FIFTEEN (15) MILES PER HOUR ON ALL STREETS AND ALLEYS BOUNDED BY SYCAMORE STREET (BUT NOT INCLUDING SYCAMORE STREET), RANDOLPH AVENUE (BUT NOT INCLUDING RANDOLPH AVENUE), DIAMOND STREET (INCLUDING DIAMOND STREET), AND THE CITY'S EASTERN BOUNDARY

WHEREAS, homeowners and residents in the affected area have expressed concerns regarding vehicle speeds, pedestrian safety, and neighborhood conditions; and,

WHEREAS, portions of the described area already have posted speed limits of fifteen (15) miles per hour, resulting in a patchwork of speed limits that can create confusion for motorists and inconsistent enforcement conditions; and,

WHEREAS, the Common Council of the City of Elkins has determined that the increase in pedestrian, bicycle, and vehicular traffic within this residential area, combined with its unique character and street network, warrant reducing remaining twenty-five (25) mile per hour speed limit locations to fifteen (15) miles per hour; and,

WHEREAS, establishing a uniform speed limit throughout the neighborhood will improve clarity for drivers, enhance public safety, promote traffic calming, and support consistent enforcement; and,

WHEREAS, pursuant to West Virginia Code § 17C-6-3(d), municipalities have express authority to decrease an established twenty-five (25) mile per hour speed limit at their discretion and to post signs giving notice of the authorized speed; and,

WHEREAS, said reduction shall become effective upon approval by the City of Elkins Common Council, as the streets referenced herein are not State rights-of-way; and,

WHEREAS, the area subject to this Ordinance consists of all streets and alleys bounded by Sycamore Street (but not including Sycamore Street), Randolph Avenue (but not including Randolph Avenue), Diamond Street (including Diamond Street), and the City's eastern boundary, comprising the following streets, alphabetized for clarity: Bell Street; Boundary Avenue; Boyd Street; Buffalo Street; Cherry Street; Church Lane; Court Street; Diamond Street; Earle Street; Elm Street; Fayette Street; Gay Street; Guy Street; High Street; Howe Avenue; Key Street; Kirk Street; Locust Street; Marro Drive; Oak Street; Park Street; Paule Street; Prospect Street; Slaughterhouse Hill Road; Summit Street; Sugar Hill Lane; Terrace Avenue; Thorne Avenue; Vine Street; Vista Avenue; Weese Street; and Woodford Drive, as well as all alleys within the described area.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COMMON COUNCIL OF THE CITY OF ELKINS, WEST VIRGINIA, THAT:

1. All streets and alleys within the above-described area, whether or not listed by name, shall be designated as a fifteen (15) mile per hour speed zone.
2. The City shall post appropriate signage giving sufficient notice of the reduced speed limit and take any additional steps necessary to ensure consistent, neighborhood-wide notification.

This Ordinance shall become effective upon passage.

If any portion of this Ordinance shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof, and the Common Council determines it would have adopted this Ordinance without the invalid provision.

PASSED AND APPROVED ON FIRST READING: ___________________________________.

PASSED AND APPROVED ON SECOND/FINAL READING: _________________________.

CITY OF ELKINS, WEST VIRGINIA

____
Jerry A. Marco, Mayor

Attest:

____
Sutton R. Stokes, City Clerk

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Resolution
Agenda Item Name:	Resolution 1886: Updated Memorandum of Understanding with Refinery Church for provision of warming station
Recommended By:	Finance Committee
Summary:	This resolution would adopt an updated Memorandum of Understanding (MOU) with The Refinery Church for operation of a Warming Station. The updated MOU aligns with the City's new policy governing contributions to outside organizations, providing that funding will be made only as reimbursement for eligible expenses with proper documentation. The MOU formalizes the City's support for the warming station operated by The Refinery Church for unhoused individuals when temperatures fall below 20 degrees Fahrenheit. It also includes a clause canceling any previous MOU between the City and the Church, ensuring that the new agreement supersedes prior agreements.
Fiscal Impact:	Up to $1,000 in reimbursed expenses for Warming Station supplies or operation
Recommendation:	Consider for approval
Attachments:	1. R-1886 - updated MOU with Refinery for warming stations

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1886)
January 8, 2026

Adopting an Updated Memorandum of Understanding with the Refinery Church for City Funding of Warming Station

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WHEREAS, the City of Elkins has a long-standing commitment to supporting local organizations that provide essential public services; and,

WHEREAS, The Refinery Church proposes to operate a warming station for unhoused individuals within the City of Elkins when temperatures fall below 20 degrees Fahrenheit; and,

WHEREAS, the City and The Refinery Church have previously entered into a Memorandum of Understanding ("MOU") to formalize funding arrangements for the warming station; and,

WHEREAS, the City has adopted a new policy governing contributions to outside organizations, which provides that funding will only be provided as reimbursements of eligible expenses with supporting documentation; and,

WHEREAS, it is in the best interest of the City to adopt an updated MOU with The Refinery Church for Fiscal Year 2027 that aligns with the City's new policy and ensures transparency, accountability, and consistency in use of public funds;

NOW, THEREFORE, BE IT RESOLVED, THAT:

The City of Elkins Common Council hereby adopts the updated Memorandum of Understanding with The Refinery Church for FY 2027, under which reimbursement funding will be provided for eligible expenses related to operation of the City warming station, in accordance with City policy, and authorizes the Mayor and City Clerk to execute the MOU on behalf of the City.

____
Jerry A. Marco, Mayor

Attest:

____
Sutton R. Stokes, City Clerk

MEMORANDUM OF UNDERSTANDING
Between
The City of Elkins, West Virginia
And
The Refinery Church

This Memorandum of Understanding ("MOU") is made and entered into on this _____ day of ________, ~~2025~~ **[2026]**, by and between the City of Elkins, West Virginia, hereinafter referred to as the "City," and The Refinery Church, hereinafter referred to as the "Church." Both entities may collectively be referred to as the "Parties."

PURPOSE
The purpose of this MOU is to outline the terms and conditions under which the City ~~agrees to provide funding~~ **[will make reimbursement funding available]** to the Church to support its efforts, in collaboration with community partners, in offering a warming station for unhoused people within the City of Elkins when temperatures fall below 20 degrees Fahrenheit.

AGREEMENT
In consideration of the mutual benefits to be derived from this MOU, the Parties agree as follows:

1. City's Responsibilities
a. The City ~~agrees to provide $1,000 during FY 2026 to the Church~~ **[agrees to make up to $1,000 available as reimbursement]** for ~~to support its operation~~ **[eligible expenses incurred in operating]** a warming station for unhoused individuals when temperatures fall below 20 degrees Fahrenheit.
b. ~~The City assumes no responsibility for any aspect of the operation of the said warming station, including but not limited to securing space, providing staff or volunteers, or donating supplies in addition to the above funds.~~ **[Reimbursements will be issued only upon submission of documentation meeting City requirements, including invoices, receipts, or equivalent proof of payment identifying each expense and its purpose.]**
[c. Reimbursements will be made payable to a business bank account in the name of the Church.]
[d. The City assumes no responsibility for any aspect of the operation of the warming station, including securing space, staffing, volunteer coordination, or providing supplies.]

2. Church's Responsibilities
a. The Church ~~agrees to use the $1,000 provided by the City exclusively for the purpose of~~

~~operating a warming station~~ **[agrees to incur eligible costs and seek reimbursement only for expenses directly related to operating a warming station]** for unhoused individuals. ~~These funds may be used by the Church for any expenditure reasonably related to this purpose, including but not limited to purchase of supplies, rental of space, and/or remuneration of persons supervising or supporting these operations.~~ **[Examples of eligible expenses include supplies, facility costs, utilities attributable to warming station use, contracted services, and other reasonable costs directly related to warming station operations.]**

b. The Church agrees to ~~maintain detailed financial records documenting the use of the funds provided by the City~~ **[submit reimbursement requests using the City's approved reimbursement form and maintain detailed financial records documenting all reimbursed expenditures.]**

c. The Church agrees to submit a report to the City after each occasion the warming station is opened, which will include:

i. A summary of the warming station's operation (e.g., dates of operation, number of individuals served).

ii. ~~A detailed accounting of how the City's funds were used to support the operation of the warming station.~~ **[A detailed accounting of expenses associated with that operation.]**

d. The Church agrees that ~~unexpended funds remaining after FY 2026 will be retained for use in future Fiscal Years under the same terms established in this MOU.~~ **[unexpended reimbursement authority (unused balance of the $1,000 maximum) may carry forward for reimbursement in future fiscal years under the same terms established in this MOU. However, even if the unused balance of the $1,000 maximum has not been expended, Council may at its discretion require the Church to reapply for funding in a future Fiscal Year on a schedule determined by Council's Finance Committee.]**

e. The Church agrees that, if this agreement is terminated ~~as allowed for in paragraph 3 ("Term and Termination"), below, it will return any unexpended funds to the City.~~ **[as allowed for in paragraph 3, reimbursement may only be requested for eligible expenses incurred on or before the effective date of termination.]**

[f. Reimbursement requests for expenses incurred in FY 2027 must be submitted to the City Treasurer no later than June 20, 2027, and should allow up to two weeks for payment to be made.]

3. Term and Termination

This MOU shall commence on the date of execution and will remain in effect ~~until all funds provided by the City are used~~ **[until the full reimbursement amount has been paid]**, unless terminated earlier by either Party. Either Party may terminate this MOU upon thirty (30) days written notice to the other Party.

4. No Future Obligation
Nothing in this MOU shall obligate either Party to enter into any further agreements or business relationship, including but not limited to the awarding of funding in future Fiscal Years. Either of the Parties may, in its sole discretion, choose not to proceed with any possible future business relationship or agreement.

5. Modification
This MOU may be amended or modified only in writing and signed by authorized representatives of both Parties.

6. Indemnification
Each Party agrees to hold harmless, defend, and indemnify the other Party, its officers, employees, and agents from and against any and all claims, demands, liabilities, costs, and expenses, including reasonable attorneys' fees, arising out of or related to the performance of this MOU.

7. Compliance with Laws
The Church agrees to comply with all applicable federal, state, and local laws, ordinances, regulations, and codes in the performance of this MOU.

8. Non-Reimbursable Expenses [NEW]
[The following expenses are not eligible for reimbursement under any circumstances:]
[• General administrative overhead or indirect costs]
[• Alcohol, gifts, or entertainment]
[• Fundraising, lobbying, or political activities]
[• Unrelated debts, late fees, penalties, or personal expenses]
[• Any expense not clearly related to eligible warming station operations]

9. Cancellation of Previous MOU [NEW]

[The Parties agree that, upon execution of this Memorandum of Understanding, any and all prior Memoranda of Understanding or agreements between the City of Elkins and The Refinery Church relating to funding or operation of the City warming station are hereby terminated and of no further force or effect. This MOU supersedes and replaces all prior agreements between the Parties with respect to the subject matter herein.]

SIGNATURES
IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Understanding on the day and year first above written.

By: ________________________

Authorized Representative

City of Elkins, West Virginia

Date: ________________________

By: ________________________

Authorized Representative

The Refinery Church

Date: ________________________

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Resolution
Agenda Item Name:	Resolution 1887: Ratify appointments of Council members to Elkins Parks and Recreation Commission and Planning Commission
Recommended By:	City Clerk
Summary:	This resolution clarifies and formalizes Council's appointment of Council member representatives to the Elkins Parks and Recreation Commission and the Planning Commission in accordance with City Code. It affirms that the appointed Council members are to be considered duly appointed for their entire period of service, while preserving the independence of both boards and avoiding any implication of Council review or ratification of their actions.
Fiscal Impact:	n/a
Recommendation:	Consider for approval
Attachments:	1. R-1887 - ratifying appointments to EPRC and Planning Commission

<u>IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV</u>

<u>A RESOLUTION OF COMMON COUNCIL</u>

(#1887)
January 8, 2025

Ratifying Council Appointments to the Elkins Parks and Recreation Commission and the Planning Commission

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WHEREAS, past practice has been for the Mayor to appoint Council representatives directly to the Elkins Parks and Recreation Commission (EPRC) and the Planning Commission; and,

WHEREAS, City Code §§ 33.051 and 33.031 require that the Council formally make and finalize these appointments; and,

WHEREAS, it is in the best interest of the City to ensure that all appointments are fully compliant with City Code going forward and to ratify any prior appointments and any actions taken by those members while in office;

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The following Council appointments are hereby confirmed and made in accordance with City Code:

    a. Councilor Chris Lowther is appointed to the Elkins Parks and Recreation Commission for a term expiring February 28, 2029.
    b. Councilor Andrew Carroll is appointed to the Planning Commission for a term expiring June 30, 2026.

2. For purposes of clarity and continuity, the Common Council affirms that the above-named Council members shall be considered to have been duly and properly appointed to their respective boards during any prior period of service in those capacities.

3. Nothing in this resolution shall be construed as Council approval, review, or ratification of the independent actions or decisions of the Elkins Parks and Recreation Commission or the Planning Commission.

______________________________	____________________________
Attest: Sutton R. Stokes, City Clerk	Jerry A. Marco, Mayor

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Resolution
Agenda Item Name:	Resolution 1888: FY 2026 General Fund budget revisions 1-4
Recommended By:	City Treasurer
Summary:	Transfers FY 2026 funds within departments as shown.
Fiscal Impact:	Transfers funds already allocated to departments.
Recommendation:	Consider for approval
Attachments:	1. R-1888 - FY 2026 General Fund Budget Revisions 1-4

<u>IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV</u>

<u>A RESOLUTION OF COMMON COUNCIL</u>

(#1888)
January 8, 2026

Resolution to Approve FY 2026 General Fund Budget Revisions 1-4

WHEREAS, the City of Elkins has previously prepared and submitted its Budget for the Fiscal Year 2026; and,

WHEREAS, it has become necessary to make a revision to said Budget; and,

WHEREAS, FY 2026 General Fund Budget Revisions 1-4 (copy attached) transfer funds as shown;

NOW, THEREFORE, BE IT RESOLVED, THAT:

The Common Council of the City of Elkins hereby approves FY 2026 General Fund Budget Revisions 1-4.

____
Jerry Marco, Mayor

Attest:

____
Sutton R. Stokes, City Clerk

General Fund Budget Revision

Revision Number | 1

Revenues

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	000-Revenues			000-Revenues		
TOTAL			$0.00			$0.00

Expenses

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	750-Streets	230-0000 Contracted Services	$22,000.00	750-Streets	341-0001 Paving	$22,000.00
TOTAL			$22,000.00			$22,000.00

General Fund Budget Revision

Revision Number 2

Revenues

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	000-Revenues			000-Revenues		
TOTAL			$0.00			$0.00

Expenses

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	410-Council	101-0000 Official's Salary	$2,000.00	410-Council	105-0000 Group Insurance	$7,846.00
		106-0000 Retirement	$5,846.00			
TOTAL			$7,846.00			$7,846.00

General Fund Budget Revision

Revision Number 3

Revenues

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	000-Revenues			000-Revenues		
TOTAL			$0.00			$0.00

Expenses

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	415-City Clerk	105-0000 Group Insurance	$26,600.00	415-City Clerk	214-0000 Travel	$1,700.00
					221-0000 Training & Education	$1,100.00
					230-0000 Contracted Services	$6,000.00
					341-0000 Supplies & Materials	$2,000.00
					353-0000 Computer Software	$15,800.00
TOTAL			$26,600.00			$26,600.00

General Fund Budget Revision

Revision Number 4

Revenues

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	000-Revenues			000-Revenues		
TOTAL			$0.00			$0.00

Expenses

Fund	Department	Transfer From/Description	Amount	Department	Transfer To/Description	Amount
001	440-City Hall	457-0000 Capital Outlay Buildings	$68,000.00	440-City Hall	219-Buildings & Equipment & Rents	$8,000.00
					223-0000 Professional Services	$10,000.00
					341-0000 Supplies & Materials	$50,000.00
TOTAL			$68,000.00			$68,000.00

Tracy [illegible]
12/4/25

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Resolution
Agenda Item Name:	Resolution 1889: FY 2026 General Fund Budget Revision SAO-2026-001-02 (roll-call vote required)
Recommended By:	City Treasurer
Summary:	Revises the FY 2026 General Fund budget to account for revenues and interdepartmental transfers as shown.
Fiscal Impact:	See attached memo.
Recommendation:	Consider for approval on roll-call vote (as required by the state auditor's office).
Attachments:	1. R-1889 - budget revision SAO 2026-001-02

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

(#1889)
January 8, 2026

Resolution to Approve Budget Revision for Fiscal Year 2026

At a regular session of the Elkins Common Council, held January 8, 2026, the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the City of Elkins. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the Elkins Common Council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on Budget Revision SAO-2026-001-02, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Cm. Hinchman, the vote thereon was as follows:

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

WHEREUPON: The Mayor declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the City Clerk is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

____
Jerry Marco, Mayor

Attest:

____
Sutton R. Stokes, City Clerk

City of Elkins

Ph. 304-636-1414 Ext. 1317 Fax: 304-635-7135

401 Davis Avenue, Elkins, WV 26241

City Treasurer – Tracy R. Judy

RE: State Budget Revision #2 Details

Revenues: Increase account 381 (Reimbursements) by $732,388

Expenditures:
Account 404-State Grants, increase by $30,000 for demolitions.
Account 409-Mayor's Office, increase by $10,000 for wages, health insurance, retirement, travel.
Account 424-Cont to Comm/Auth, increase by $1,500 for All Veterans Memorial.
Account 438-Elections, increase $220 for GIS services.
Account 699-Contingencies, increase by $623,968.
Account 707-Dog Warden/Humane Society, increase by $700 for animal control.
Account 910-Civic Center (PGCC), increase $16,000 for contracted services (roof repair), auto supplies, refunds.
Account 955-Human Resources, increase by $50,000 for wages, health insurance, telephone, dues & subscriptions.

Tracy Judy
12/4/2025

LGSD BR (Ver. 2020)

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

CONTROL NUMBER
Fiscal Year Ending: **2026**
Fund: **1**
Revision Number: **2**
Pages: **1 of 1**

City of Elkins
GOVERNMENT ENTITY

401 Davis Ave.
STREET OR PO BOX

Elkins — CITY
26241 — ZIP CODE

Municipality
Government Type

Person To Contact Regarding Request:
Name: **Tracy Judy**
Phone: **304-636-1414, ext 1317**
Fax: **304-635-7135**
Email: tjudy@cityofelkinswv.com

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
381	Reimbursements	40,000	732,388		772,388
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 732,388

Explanation for Account # 378, Municipal Specific:
Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
404	State Grants		30,000		30,000
409	Mayor's Office	35,730	10,000		45,730
424	Contributions to Comms/Authorities	55,174	1,500		56,674
438	Elections		220		220
699	Contingencies*		623,968		623,968
707	Dog Warden/Humane Society	10,000	700		10,700
910	Civic Center - Municipal Auditorium	124,600	16,000		140,600
955	Human Resources	167,400	50,000		217,400
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 732,388

APPROVED BY THE STATE AUDITOR

BY:

Deputy State Auditor, Local Government Services Division **Date**

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Planning for #America250 observance
Recommended By:	Mayor
Summary:	The attached memo notes that Independence Day 2026 will carry special significance as part of the nation's 250th anniversary and that, in addition to community-led parade and fireworks planning, there is an appropriate role for the City and Council in shaping a distinct municipal observance. It requests informal Council involvement in early, open-ended planning for the City's America250 activities, outlines possible ideas to explore, and proposes using time at this Council meeting for initial brainstorming, followed by optional informal follow-up meetings for interested Council members.
Fiscal Impact:	TBD
Recommendation:	Review, discuss, and plan next steps.
Attachments:	1. america250 memo

Members of Council,

As you are aware, the year 2026 will mark the 250th anniversary of the founding of the United States, a national observance being coordinated under the banner of America8❶6. Independence Day 2026, in particular, will therefore carry added civic and historical significance beyond our traditional July 4th celebrations.

Local citizen groups are already planning for the customary Independence Day parade and fireworks, and their continued leadership in those efforts is both expected and appreciated. At the same time, given the governmental and civic nature of this milestone anniversary, there is a natural and appropriate role for the City and for members of Council to help shape a distinct municipal component of the observance.

Accordingly, I am requesting informal Council involvement in the early planning stages for the City’s America8❶6 observance. This is intentionally an open-ended request, with no predetermined program or structure. Keep in mind that July will be here sooner than we realize, so we really need to get started, especially if we decide to invite any special guests.

Potential ideas might include, but are certainly not limited to:

- Special musical guest(s) or performances;
- Involvement of local or regional artists;
- A local history or educational component (for example, what life was like in this area in 1776, or any notable local connections to the founding era);
- Other civic, ceremonial, or educational elements Council members may wish to explore.

I would like to use some time at this week’s Council meeting for initial brainstorming and discussion. In addition, I am asking for a general commitment from interested Council members to participate in one or more informal follow-up brainstorming meetings. The City Clerk will circulate a Doodle poll after the meeting to help identify a workable date and time.

This is an opportunity to think creatively about how the City of Elkins can meaningfully mark this historic anniversary while complementing the excellent work already being done by our community partners. I look forward to your ideas and your participation.

Mayor Jerry Marco

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	January 8, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Personnel matter concerning an appointed official
Recommended By:	City Treasurer
Summary:	Discussion of a personnel matter concerning an appointed official
Fiscal Impact:	n/a
Recommendation:	Consider entering executive session under the exemption for for matters arising from the employment, etc. of an individual, as allowed under WVC §6-9A-4 (b) (2) (A).
Attachments:	None