

Approved Minutes

**ELKINS COMMON COUNCIL
MEETING MINUTES**

***Phil Gainer Community Center
142 Robert E Lee Ave. Ext.
Elkins, WV 26241
January 22, 2026
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, C.C. Lowther, E. L. Plishka, and L.S. Severino; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Operations Manager M. Kesecker; Wastewater Chief Operator W. Hymes; and City Clerk S.R. Stokes (recording secretary).

Councilor B.C. Kerns, C.H. Thompson, and B.A. Woods were absent.

PUBLIC COMMENT

There was no public comment.

PRESENTATION

Elkins Historic Landmarks Commission members Paden Vargo, Kelsey Hartmann, Jamie Billman, and Priscilla Gay presented information about the commission and its plans for FY 2027.

MINUTES

Chenoweth **MOVED APPROVAL OF THE MINUTES FOR THE MEETING OF JANUARY 8, 2026.** The motion carried.

CORRESPONDENCE, NOTIFICATIONS, AND RECOGNITIONS

- a. Building permits, zoning permits, and vacant property registrations
- b. Approved Event Requests
 - a. April 24: Davis Avenue closure for Tygart Hotel second anniversary block party, 10 a.m.-11 p.m.
 - b. June 19: Davis Avenue closure for Davis Trust company's 125th Anniversary Block Party

COUNCILOR REPORTS

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

STAFF REPORTS

- a. Wastewater Chief Operator W. Hymes provided a verbal report.
- b. City Treasurer T. Judy provided a written report (attached).
- c. Operations Manager M. Kesecker provided a verbal report.
- d. Fire Chief S. Himes provided a verbal report.
- e. Police Chief T. Bennett provided a verbal report.
- f. City Clerk S. Stokes provided a written report (attached).

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:

Approved Minutes

- Accounts Payable check transactions for the period January 5-16, 2026.

NEW BUSINESS

- a. Resolution 1887: Ratify appointments of Council members to Elkins Parks and Recreation Commission and Planning Commission (corrected version)**

Lowther MOVED APPROVAL OF RESOLUTION 1887. The motion carried.

- b. Resolution 1890: Acceptance of bid from Appalachian Roofing & Sheet Metal for replacing the roof of the Phil Gainer Community Center**

Lowther MOVED APPROVAL OF RESOLUTION 1890. The motion carried.

- c. Resolution 1891: Closing the City's account for ARPA funds at Mountain Valley Bank**

Carroll MOVED APPROVAL OF RESOLUTION 1891. The motion carried.

- d. Resolution 1892: Reappointing Chuck Preusch to the Elkins Water Board and Dick Harvey to the Elkins Parks and Recreation Commission**

Plishka MOVED APPROVAL OF RESOLUTION 1892. The motion carried.

The meeting was adjourned at 8:04 p.m.

Attest: S.R. Stokes, City Clerk

Jerry A. Marco, Mayor

The attached report shows building permits issued 01/07/2026-01/20/2026. There were 4 projects with a total valuation of \$60,508.00

Zoning permits show 0 new business

There are currently 43 structures registered as vacant. 35 structures have been billed for 2025. \$6800 Has been collected so far. **Seven liens have been placed upon properties.** **Five are suspended pending demolition by either City or owner.** Several properties have dropped off of the list, some sold, some remodeled and no longer vacant, and some demolished.

BUILDING PERMITS

1/20/2026 1:05 PM PROJECT MASTER REPORT PAGE: 1
PROJECTS: THRU ZZZZZZZZZZ REPORT SEQUENCE: Project
PROJECT TYPE: Exclude: BPZONING CONTRACTOR CLASS: All - All Contractor Classes
CONTRACTORS: All
APPLIED DATES: 1/07/2026 THRU 1/20/2026 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS INCLUDED: All ISSUED DATES: 0/00/0000 THRU 99/99/9999
=====

PROJECT: 240646 - RESIDENTIAL REMODEL TYPE: BR-REM RESIDENTIAL REMODEL
PROPERTY: 519 W MAIN ST
APPLIED DATE: 1/09/2026 ISSUED DATE: 1/09/2026 EXPIRATION DATE: 7/09/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: M&MMARRSSE M & M MARRS SERVICES ISSUED TO: EDINGER, LESLIE V
RT 3 BOX 468-4 515 W MAIN ST
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 1,800
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240647 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
PROPERTY: 177 HIGH ST
APPLIED DATE: 1/13/2026 ISSUED DATE: 1/13/2026 EXPIRATION DATE: 7/13/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL ISSUED TO: DEJOICE, MARY JO
2224 BEVERLY PIKE PO BOX 789
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 1,650
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240648 - COMMERCIAL FENCE TYPE: FENCE-COM COMMERCIAL FENCE
PROPERTY: 302 FIRST ST
APPLIED DATE: 1/14/2026 ISSUED DATE: 1/14/2026 EXPIRATION DATE: 7/14/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: CONSTRUCTI CONSTRUCTION BY RQ LLC ISSUED TO: HOLY TRINITY LUTHERAN CHURCH
809 MAIN ST 302 FIRST ST
BEVERLY, WV 26253 ELKINS, WV 26241
SQUARE FEET: 1
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240649 - RESIDENTIAL REMODEL TYPE: BR-REM RESIDENTIAL REMODEL
PROPERTY: 64 THIRTEENTH ST
APPLIED DATE: 1/20/2026 ISSUED DATE: 1/20/2026 EXPIRATION DATE: 7/20/2026 COMPLETION DATE: 0/00/0000
CONTRACTOR: BASEMENTA BASEMENT AUTHORITY OF WV ISSUED TO: CONRAD, LLOYD & CRYSTAL
132 ROCKY STEP RD 64 THIRTEENTH ST
SCOTT DEPOT, WV 25560 ELKINS, WV 26241
SQUARE FEET: 250

DWELLING TYPE: PRIVATE UNITS: 1
 STATUS: OPEN BALANCE: 32.50

TOTAL PRINTED: 4 PROJECTS TOTAL BALANCE: \$32.50

ZONING PERMITS

NONE

VACANT STRUCTURE BILLING FOR 2025

1/20/2026 1:04 PM

F E E C O D E R E P O R T

PAGE: 1

LICENSES: THRU ZZZZZZZZZZ

ORIGINATION DATE: 3/01/2025 THRU 1/20/2026

LIC CODES: Include: CE-VAC

EFFECTIVE DATE: 0/00/0000 THRU 99/99/9999

LIC STATUS: Pending, Active

EXPIRATION DATE: 0/00/0000 THRU 99/99/9999

FEE CODES: All

PRINT DATE: 0/00/0000 THRU 99/99/9999

FEE CODE: VACANT - VACANT PROPERTY FEE

LICENSE	PERIOD	LIC CODE	STATUS	REPORT	ISSUED TO	# of Years	CHARGES
24474	3/18/25 - 3/18/26	CE-VAC	Active	CODE	BARTON ROBER	2.0000	200.00
24478	4/03/25 - 4/02/26	CE-VAC	Active	CODE	AUVIL BENJA	3.0000	400.00
24479	4/03/25 - 4/02/26	CE-VAC	Active	CODE	HIGGINS MARIE	3.0000	400.00
24480	3/31/25 - 4/01/26	CE-VAC	Pending	CODE	METHENY MICHE	3.0000	400.00
24481	4/05/25 - 4/04/26	CE-VAC	Active	CODE	MILLER LINDA	3.0000	400.00
24486	4/09/25 - 4/09/26	CE-VAC	Active	CODE	ARBOGAST GARY	3.0000	400.00
24505	5/06/25 - 5/07/26	CE-VAC	Pending	CODE	PROUDFOOT LINDA	3.0000	400.00
24506	5/06/25 - 5/07/26	CE-VAC	Pending	CODE	HALLE SHANE	3.0000	400.00
24507	5/06/25 - 5/06/26	CE-VAC	Pending	CODE	CHENOWETH ALLEN	3.0000	400.00
24508	5/06/25 - 5/06/26	CE-VAC	Pending	CODE	CHENOWETH ALLEN	3.0000	400.00
24509	5/06/25 - 5/06/26	CE-VAC	Pending	CODE	CORDER DEBOR	3.0000	400.00
24548	7/28/25 - 7/28/26	CE-VAC	Active	CODE	WHITE DILLEY INVESTMENTS	3.0000	400.00
24550	7/28/25 - 7/28/26	CE-VAC	Active	CODE	BOGGS ANGEL	3.0000	400.00
24551	7/28/25 - 7/28/26	CE-VAC	Active	CODE	SHOMO LINDA	2.0000	200.00
24552	9/10/25 - 9/11/25	CE-VAC	Active	CODE	STEVENSON JULIA	3.0000	400.00
24554	7/28/25 - 7/28/26	CE-VAC	Active	CODE	KIRKPATRICK KRIST	3.0000	400.00
24555	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	VARNEY CATHY	3.0000	400.00
24556	8/07/25 - 8/08/25	CE-VAC	Active	CODE	MESSINGER DAVID	3.0000	400.00
24558	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	KNUTTI FREDE	3.0000	400.00
24559	7/29/25 - 7/29/26	CE-VAC	Active	CODE	SANDS DIANE	2.0000	200.00
24560	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	KHAN DR FA	3.0000	400.00
24561	9/02/25 - 9/03/25	CE-VAC	Active	CODE	HATFIELD WANDA	3.0000	400.00
24562	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	SHOCKEY KATHE	3.0000	400.00
24563	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	SHOCKEY KATHE	3.0000	400.00
24565	12/18/25 - 12/19/25	CE-VAC	Active	CODE	KIRKPATRICK REBEC	3.0000	400.00
24566	8/27/25 - 8/28/25	CE-VAC	Active	CODE	HALL LOREN	2.0000	200.00
24567	10/21/25 - 10/22/25	CE-VAC	Active	CODE	ANGER MIKE	3.0000	400.00
24568	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	LIN YA FA	2.0000	200.00
24569	9/12/25 - 9/13/25	CE-VAC	Active	CODE	HADDIX RODNE	2.0000	200.00
24570	7/29/25 - 7/29/26	CE-VAC	Pending	CODE	H A SMITH TRUST	2.0000	200.00
24591	8/26/25 - 8/27/25	CE-VAC	Active	CODE	PENNINGTON THOMA	2.0000	200.00
24595	9/17/25 - 9/18/25	CE-VAC	Active	CODE	CARR CAROL	3.0000	400.00

24596	9/12/25 - 9/13/25	CE-VAC	Active	CODE	WOODLANDS DEVELOPMENT GRO	3.0000	400.00
24604	10/20/25 - 10/20/26	CE-VAC	Pending	CODE	MCLAUGHLIN RICHARD	2.0000	200.00
24612	12/01/25 - 12/02/26	CE-VAC	Pending	CODE	KING WILLIAM	3.0000	400.00

REPORT TOTALS:			35			96.0000	11,800.00
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General Fund Revenue Detail

	December Revenues	YTD Revenues	Percent of Revenues Collected Per Budget	Percent of Yr. Completed 50.00
County Tax	\$13,031.95	\$849,888.35	68.08%	1,248,359.00
B & O Tax	\$11,817.40	\$1,180,359.73	65.39%	1,805,000.00
Hotel/Motel Tax	\$19,589.17	\$196,861.04	75.57%	260,500.00
Gas & Oil Severance Tax	\$0.00	\$17,287.38	69.15%	25,000.00
2% City Utility Tax	\$7,375.86	\$47,670.29	49.66%	96,000.00
Utility Excise Tax	\$7,961.08	\$172,615.59	52.31%	330,000.00
Liquor Tax	\$0.00	\$43,722.50	50.84%	86,000.00
Police	\$620.00	\$8,507.00	71.49%	11,900.00
Municipal Court	\$413.00	\$8,354.87	32.76%	25,500.00
Code Enforcement	\$1,797.51	\$17,398.47	49.85%	34,900.00
Business License	\$300.00	\$8,965.00	30.91%	29,000.00
Intergovernmental	\$17,735.68	\$220,924.92	94.66%	233,398.00
Franchise/IRP Fees	\$3,000.93	\$67,639.41	52.03%	130,000.00
Phil Gainer Community Center	\$3,330.00	\$26,295.00	52.59%	50,000.00
Misc. Revenue	\$435,797.65	\$1,460,603.54	682.02%	214,160.00
Municipal Sales Tax	\$0.00	\$846,312.65	56.42%	1,500,000.00
TOTAL	\$522,770.23	\$5,173,405.74	85.09%	6,079,717.00

Miscellaneous revenue includes \$1,324,585.88 from Mountain Valley Bank for reimbursement of payments made from General Fund for City Hall & HVAC projects.

FY2026 Budget Control Summary

General Fund													YTD TOTALS	
Revenues	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	
	\$989,637.10	\$668,164.14	\$535,168.74	\$1,333,873.17	\$1,123,792.36	\$522,770.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$235,372.08	\$5,173,405.74
Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	\$798,757.16	\$1,023,501.42	\$1,008,680.99	\$868,803.80	\$481,661.84	\$756,628.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,938,033.66
Sanitation Fund														
Revenues	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	
	\$142,546.84	\$134,981.63	\$150,220.49	\$133,884.66	\$129,616.56	\$129,751.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$34,347.79	\$821,001.73
Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	\$168,517.89	\$142,348.97	\$150,496.05	\$167,024.52	\$120,421.57	\$106,540.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$855,349.52
Sewer Fund														
Revenues	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	
	\$277,067.46	\$258,059.28	\$281,895.75	\$262,247.89	\$271,902.38	\$256,233.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,297.11	\$1,607,406.66
Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	\$252,414.52	\$275,292.22	\$274,824.60	\$274,977.10	\$215,983.35	\$213,617.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,507,109.55
Water Fund														
Revenues	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	
	\$447,734.01	\$355,174.15	\$451,688.93	\$413,596.56	\$439,176.46	\$407,890.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$119,922.26	\$2,515,260.42
Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	\$468,585.29	\$475,122.40	\$419,854.09	\$459,463.92	\$369,406.13	\$442,750.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,635,182.68
Fire Fund														
Revenues	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	
	\$44,065.19	\$75,501.80	\$75,647.18	\$46,726.73	\$70,186.87	\$126,570.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$141,078.53	\$438,697.90
Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	\$128,682.85	\$83,969.17	\$83,651.35	\$113,888.43	\$88,532.01	\$81,052.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$579,776.43
Landfill Fund														
Revenues	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Revenues Over Expenses	
	\$400.93	\$404.89	\$502.56	\$303.78	\$304.76	\$360.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,016.82	\$2,277.28
Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	\$74.64	\$24.00	\$74.18	\$12.29	\$13.31	\$62.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$260.46

Bank Account Name	Balance as of 12/31/2025
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ARPA	\$20,742.99
Elkins Municipal Building Comm.	\$0.00
Financial Stabilization	\$1,206,720.13
Fire Pension Fund	\$3,235,792.50
Firemen's Pension & Relief Fund	\$0.00
Grant Co Bank-Whitmer	\$17,030.00
Landfill Access Escrow	\$2,021,222.25
Landfill Post Closure	\$48,809.76
Opioid	\$25,615.08
Payroll	\$218.35
Police Forfeitures	\$24,585.67
Police Pension Fund	\$5,396,204.85
Police Seizures	\$20,010.87
Policemen's Pension & Relief Fund	\$0.00
Pooled Cash-Coal Severance Fund	\$62,491.36
Pooled Cash-Fire Fund	\$32,274.75
Pooled Cash-General Fund	\$902,041.07
Pooled Cash-Landfill Fund	\$134,385.31
Pooled Cash-Parks Fund	\$665,319.30
Pooled Cash-Sanitation Fund	\$424,085.51
Pooled Cash-Sewer Fund	\$332,807.92
Pooled Cash-Water Fund	\$542,240.63
Sewer Depreciation	\$222,395.16
Sewer O&M	\$684,748.28
TIF District #1	\$173,063.56
Water Depreciation	\$171,984.38
Water O&M	\$587,195.94

Office of the City Clerk

Council Report

Date: January 22, 2026

Section 1: Key Updates & Activities (Since Last Report)

Council & Committee Support

- 1/12 Municipal Properties meeting
- 1/12 Finance meeting
- 1/20 Special Finance meeting
- 1/22 Leadership Team meeting

Legislation & Policy Support

- **Council Rules:** Bringing final version to February Rules & Ordinances meeting. Committee “job descriptions” under review at committee meetings.
- **Grievance Policy:** Drafting updated grievance policy to reflect existence of HR Department and the city organizational chart.
- **Legislative session prep:** Standing by to facilitate elected official response to WVML calls for action.
- **WVML/municipal engagement tools:** Survey open for collecting contact information from West Virginia municipalities.
- **City Code cleanup:** Preparing to bring “Water Committee” language to Rules & Ordinances Committee for elimination (conflicts with Water Board language).
- **Zoning amendments policy/process:** Draft policy and forms under review by Planning Commission.
- **Strategic Plan update:** Collecting information from city administrators for update to Council during February.
- **Comprehensive Plan:** Providing and coordinating input from Planning Commission on draft plan prepared by WVU consultant.

Information Management & Records

- FOIA Request/records activity: Regained access to WV SOS FOIA database and updated city records hosted there.

Operational & Administrative Projects

- **GIS/Mapping:**
 - Reviewed beta version of city election data app. Work is ongoing.
 - Researching renumbering city addresses using “E911”-style addresses.
- **Staff Development/Training:**
 - The Leadership Team has decided to buy licenses for GoSkills to provide app-based office and soft-skill training for city staff.

Leadership Team

- 1/22 meeting: Grievance Policy, next phase of compensation adjustments.

Public Relations & External Engagement

- 1/15: Attended Interact Children’s Museum “Sip and Play” fundraiser at Big Timber to represent Council.

New website page:

- Snow Plowing FAQ

Press releases and City news:

- City of Elkins Wastewater Department Extends Apprenticeship Program Deadline
- Winter Fire Safety: Take These Steps to Protect Your Home and Loved Ones
- Snow Plowing in Elkins: How Does it Work? Please Read These FAQs

Board & Commission Vacancies

- Board of Zoning Appeals: 2 alternate members needed.
- Building Commission: 1 member needed.

Alcohol Beverage Licensing

- Class A/B license zoning forms processed: None.
- Floorplan extensions/special event endorsements:
 - Tygart Hotel: special event endorsement for 4/ 24 block party on Davis Ave.

Event Requests

- April 24: Davis Avenue closure for Tygart Hotel second anniversary block party, 10 a.m.-11 p.m.
- June 19: Davis Avenue closure for Davis Trust Company's 125th Anniversary Block Party

Section 2: Reference / Overview Information

TIF & Capital Projects

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.

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.

Civil Service Commissions

- **Fire:** Entry-level list expires Sept. 2026; Captain list expires Jan. 2028. One lieutenant vacancy; no eligible promotions for ≥ 1 year.
- **Police:** Entry-level list expires Nov. 8, 2028; four certified officers eligible for appointment.

Planning, Zoning & Building Boards

- **Planning Commission:** Regular meetings 2nd Thursday at 4 p.m.; updating Comprehensive Plan with WVU consultant support. Also considering policy and process for applications to amend the zoning code.
- **Board of Zoning Appeals:** No active applications; full regular membership; could add up to 2 alternate members. Meets only as needed.
- **Building Commission:** Holds title to PGCC, Sanitation Garage, and City Hall. Meets only as needed.

Information & Records Management

- FOIA compliance, archiving, and digitization initiatives. SMS archiving under internal review.

Alcohol Licensing & Permitting

- City certifies zoning and endorses floorplans/special events; Mayor authorized to issue approvals. Process managed by clerk's office.

Event Requests

- Council authority to close streets for special events is delegated to city administrative staff and the Mayor under Council's Event Request Protocol. The City Clerk's office reviews applications and manages review by administrative officers.

Elections & Intergovernmental Coordination

- Next city election: June 2027.
- Planning for local compliance with new state law ceding election administration to the county by 2032 via charter amendment process.
- Ongoing intergovernmental communication via WV Clerks & Records Association and WVML.

VENDOR SET: 01 Elkins
BANK: ARPA America Rescue Plan Act
DATE RANGE: 1/05/2026 THRU 1/16/2026

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00576	Randolph County Humane Society							
I-Request #3	Spay, neuter, TNR voucher	R	1/06/2026	430.00		000132		430.00
02047	Cybertech Automation USA Inc							
I-14478R	Project CUS22-8228	R	1/06/2026	20,000.00		000133		
I-14537	Project work at Water Plant	R	1/06/2026	312.99		000133		20,312.99

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	20,742.99	0.00	20,742.99
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: ARPA TOTALS:	2	20,742.99	0.00	20,742.99
BANK: ARPA TOTALS:	2	20,742.99	0.00	20,742.99

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02047	Cybertech Automation USA Inc							
I-14537	Whitmer project work Whitmer	R	1/06/2026	1,806.40		000064		1,806.40
00283	Frontier							
I-Whitmer 112825	Whitmer 112825-122725	D	1/05/2026	114.99		008340		114.99

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	1,806.40	0.00	1,806.40
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	114.99	0.00	114.99
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
	VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: GCBANTOTALS:	2	1,921.39	0.00	1,921.39
BANK: GCBAN TOTALS:	2	1,921.39	0.00	1,921.39

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00047 I-00006 122725	Truist Governmental Finance 9948000234-06 122725	D	1/05/2026	2,643.26		008335		2,643.26
00283 I-120525 216 4th	Frontier 216 4th St Fiber 120525-010426	D	1/05/2026	144.99		008336		144.99
00385 I-3108186	John Deere Financial Lease HDCTLD B09519331P	D	1/05/2026	1,697.03		008337		1,697.03
00471 I-1202 Teaberry	FirstEnergy MP/PE Teaberry Hills 102925-112625	D	1/05/2026	48.11		008338		48.11
00471 I-120325 ElkinsComm	FirstEnergy MP/PE Elkins Comm 120325	D	1/05/2026	10,286.76		008339		10,286.76
00471 I-121225 CPark 240	FirstEnergy MP/PE Elkins City Pk 110825-121025	D	1/05/2026	27.20		008341		27.20
00471 I-121225 Park	FirstEnergy MP/PE Park St 883 110825-121025	D	1/05/2026	72.19		008342		72.19
00471 I-121225 Park 095	FirstEnergy MP/PE Park St 095 110825-121025	D	1/05/2026	10.81		008343		10.81
00471 I-121225 Park 465	FirstEnergy MP/PE Park St 465 110825-121025	D	1/05/2026	17.30		008344		17.30
00471 I-121225 Park 996	FirstEnergy MP/PE Park St 996 110825-121025	D	1/05/2026	11.41		008345		11.41
00471 I-121225 Park Pav	FirstEnergy MP/PE Park Pavilion 110825-121025	D	1/05/2026	10.42		008346		10.42
00471 I-121225 Reservoir	FirstEnergy MP/PE Reservoir Hill 110825-121025	D	1/05/2026	10.31		008347		10.31
00471 I-121225 Sycamore	FirstEnergy MP/PE Sycamore 110825-121025	D	1/05/2026	10.52		008348		10.52
00471 I-121525 11th RT219	FirstEnergy MP/PE 11th St Rt 219 111125-121125	D	1/06/2026	60.21		008349		60.21
00471 I-121525 Cherokee	FirstEnergy MP/PE 8 Cherokee 111125-121125	D	1/06/2026	1,701.02		008350		1,701.02

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT	
00471	I-121525 Lights		FirstEnergy MP/PE Randolph Ave/3rd Lights	D	1/06/2026	33.68		008351	33.68
00471	I-121525 Whiteman		FirstEnergy MP/PE Whteman 111125-121125	D	1/06/2026	116.73		008352	116.73
00471	I-121625 142RELee		FirstEnergy MP/PE 142 RELee 111325-121225	D	1/06/2026	1,207.28		008353	1,207.28
00471	I-121625 15 St		FirstEnergy MP/PE 15th St 111325-121225	D	1/06/2026	43.23		008354	43.23
00471	I-121625 1Bax WD		FirstEnergy MP/PE 1 Baxter WD 111325-121225	D	1/06/2026	757.02		008355	757.02
00471	I-121625 3rd St		FirstEnergy MP/PE 3rd St 111425-121225	D	1/06/2026	85.40		008356	85.40
00471	I-121625 516 Glendal		FirstEnergy MP/PE 516 Glendale 111425-121225	D	1/06/2026	73.98		008357	73.98
00471	I-121625 Davis 2nd		FirstEnergy MP/PE Davis/2nd 111425-121225	D	1/06/2026	70.01		008358	70.01
00471	I-121625 Flood Ctl		FirstEnergy MP/PE Flood Ctl 111325-121225	D	1/06/2026	986.93		008359	986.93
00471	I-121625 Glendale		FirstEnergy MP/PE Glendale 111425-121225	D	1/06/2026	2,317.95		008360	2,317.95
00471	I-121625 Haddix Lwr		FirstEnergy MP/PE Lower Haddix 111325-121225	D	1/06/2026	57.27		008361	57.27
00471	I-121625 Riverbend		FirstEnergy MP/PE Riverbend 111325-121225	D	1/06/2026	15,124.62		008362	15,124.62
00471	I-121625 RiverbendLn		FirstEnergy MP/PE Riverbend Ln 111325-121225	D	1/06/2026	47.84		008363	47.84
00471	I-121625 Riverview		FirstEnergy MP/PE Riverview 111325-121225	D	1/06/2026	73.86		008364	73.86
00471	I-121625 Stewart		FirstEnergy MP/PE Stewart 111325-121225	D	1/06/2026	1,717.30		008365	1,717.30

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT	
00471	I-121525 11th		FirstEnergy MP/PE 11th St 111125-121125	D	1/06/2026	10.31		008366	10.31
00471	I-121525 216 4th		FirstEnergy MP/PE 216 4th 121525	D	1/06/2026	1,338.69		008367	1,338.69
00471	I-121525 4th Kerens		FirstEnergy MP/PE 4th-Kerens 111125-121125	D	1/06/2026	11.63		008368	11.63
00471	I-121525 Barron		FirstEnergy MP/PE Barron Ave 111125-121125	D	1/06/2026	384.22		008369	384.22
00471	I-121525 NRand		FirstEnergy MP/PE BLK 0 N Randolph 111325-121225	D	1/06/2026	237.69		008370	237.69
00471	I-121525 Ran Ave		FirstEnergy MP/PE Randolph Ave 111125-121125	D	1/06/2026	28.73		008371	28.73
00471	I-121525 Randolph		FirstEnergy MP/PE Randolph 111125-121125	D	1/06/2026	133.01		008372	133.01
00471	I-121625 1Baxter CG		FirstEnergy MP/PE 1 Baxter CG 111325-121225	D	1/06/2026	363.63		008373	363.63
00471	I-121625 31 Jones		FirstEnergy MP/PE 31 Jones Dr 111325-121225	D	1/06/2026	242.39		008374	242.39
00471	I-121625 5 Baxter		FirstEnergy MP/PE 5 Baxter 111325-121225	D	1/06/2026	331.00		008375	331.00
00471	I-121625 BLK0 RR		FirstEnergy MP/PE BLK0 RR Ave 111425-121225	D	1/06/2026	171.27		008376	171.27
00471	I-121625 Baxter		FirstEnergy MP/PE 1 Baxter St 111325-121225	D	1/06/2026	259.72		008377	259.72
00471	I-121625 Davis 1st		FirstEnergy MP/PE Davis 1st 111425-121225	D	1/06/2026	48.68		008378	48.68
00471	I-121625 GlenAve		FirstEnergy MP/PE Glendale Ave 111425-121225	D	1/06/2026	236.12		008379	236.12
00471	I-121625 Harrison		FirstEnergy MP/PE Harrison Ave 111325-121225	D	1/06/2026	32.50		008380	32.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471	I-121625 Jones		FirstEnergy MP/PE 31 Jones 111325-121225	D	1/06/2026	229.84	008381	229.84
00471	I-121625 Oak Grove		FirstEnergy MP/PE Oak Grove Addn 111325-121225	D	1/06/2026	351.66	008382	351.66
00471	I-121625 RR Ave		FirstEnergy MP/PE Railroad Ave Lights 121625	D	1/06/2026	415.25	008383	415.25
00471	I-121625 SDavis 11th		FirstEnergy MP/PE S Davis 11th 111325-121225	D	1/06/2026	104.78	008384	104.78
00471	I-121625 Wilson		FirstEnergy MP/PE Wilson Ln 111325-121225	D	1/06/2026	526.29	008385	526.29
00741	I-VF 202601062588		Great-West Trust Company LLC Voya	D	1/06/2026	730.00	008386	
	I-VF2202601062588		Voya AT	D	1/06/2026	120.00	008386	850.00
00711	C-00041912		Tygart Valley Transfer, Inc. Correct entry	D	1/06/2026	95.55CR	008387	
	I-00041912		Comm	D	1/06/2026	95.55	008387	
00119	I-48335291		First-Citizens Bank & Trust Co Konica 9000321255 010826	D	1/07/2026	55.00	008388	55.00
00450	I-48284151		Visual Edge IT Konica 9000368997 010226	D	1/07/2026	57.00	008389	57.00
00471	I-121825 LT31Barron		FirstEnergy MP/PE Barron Ave LT31 111525-121625	D	1/07/2026	19,537.97	008390	19,537.97
02347	I-19487499		LEAF Toshiba400AC 010826	D	1/07/2026	259.48	008391	259.48
02347	I-19511228		LEAF Toshiba 5525AC 010826	D	1/07/2026	283.19	008392	283.19
02347	I-19511229 0108		LEAF Toshiba 4525AC 010826	D	1/07/2026	168.50	008393	168.50
00484	I-122325 1 Bax CG		Mountaineer Gas Company 122325 1Baxter 110625-121025	D	1/09/2026	724.68	008394	724.68

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00484	I-122325 216 4th		Mountaineer Gas Company 216 4th St 110625-121025	D	1/09/2026	1,932.37	008395	1,932.37
00484	I-122325 216 4th B		Mountaineer Gas Company 216 4th St 110525-121025	D	1/09/2026	39.23	008396	39.23
00484	I-122325 401 Davis		Mountaineer Gas Company 401 Davis Ave 110525-121025	D	1/09/2026	1,231.87	008397	1,231.87
00484	I-122325 5 Baxter		Mountaineer Gas Company 5 Baxter 110625-121025	D	1/09/2026	466.52	008398	466.52
00484	I-122325 917 S RR		Mountaineer Gas Company 917 S RR 110525-121025	D	1/09/2026	85.55	008399	85.55
00484	I-122325 Barron		Mountaineer Gas Company Barron 110525-121025	D	1/09/2026	201.32	008400	201.32
00484	I-122325 Baxter		Mountaineer Gas Company Baxter 110525-121025	D	1/09/2026	1,023.56	008401	1,023.56
00484	I-122325 Baxter WD		Mountaineer Gas Company 1 Baxter WD 110625-121025	D	1/09/2026	178.61	008402	178.61
00484	I-122325 Center		Mountaineer Gas Company Center St 110525-121025	D	1/09/2026	166.60	008403	166.60
00484	I-122325 FloodCtl		Mountaineer Gas Company Flood Cotnrol 110625-121125	D	1/09/2026	1,382.70	008404	1,382.70
00484	I-122325 Glendale 3		Mountaineer Gas Company Glendale LS3 110625-121025	D	1/09/2026	167.03	008405	167.03
00484	I-122325 Industrial		Mountaineer Gas Company Industrial Pk 110625-121125	D	1/09/2026	224.51	008406	224.51
00484	I-122325 RELee		Mountaineer Gas Company Robert E Lee 110625-121125	D	1/09/2026	1,151.70	008407	1,151.70
00484	I-122325 Stewart 4		Mountaineer Gas Company Stewart LS4 110525-121025	D	1/09/2026	60.60	008408	60.60
02347	I-19524681		LEAF Toshiba 4525AC 011026	D	1/09/2026	381.13	008409	381.13

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00047 I-00007 011926	Truist Governmental Finance 9948000234-07 011926	D	1/13/2026	4,984.55		008410		4,984.55
00075 I-37174551	Encova Insurance Installment	D	1/13/2026	6,722.00		008411		6,722.00
00385 I-3115941	John Deere Financial Lease Pmt JDWL BH 01/25	D	1/13/2026	2,096.69		008412		2,096.69
00471 I-122925 Haddix Uppe	FirstEnergy MP/PE Haddix Rd Upper 112125-122325	D	1/13/2026	24.90		008413		24.90
00471 I-122925 JimtownComm	FirstEnergy MP/PE Jimtown Comm 112025-122225	D	1/13/2026	13.44		008414		13.44
00471 I-122925 RT219/250S	FirstEnergy MP/PE 219/250 S 112125-122325	D	1/13/2026	95.56		008415		95.56
00484 I-010226 Bearhunter	Mountaineer Gas Company Bearhunter 111725-121925	D	1/13/2026	38.00		008416		38.00
00484 I-010226 Scott Fd 7	Mountaineer Gas Company 500 Scott Fd 111725-121925	D	1/13/2026	40.01		008417		40.01
00792 I-RTD202601062588	WV Consolidated Retirement Boa Retirement	D	1/13/2026	8,210.41		008418		8,210.41
00952 I-RTF202601062588 I-RTN202601062588	WV Consolidated Retirement Boa Retirement Retirement	D D	1/13/2026 1/13/2026	5,562.34 6,152.28		008419 008419		11,714.62
00993 I-RT6202601062588	WV Consolidated Retirement Boa Retirement 6%	D	1/13/2026	11,790.72		008420		11,790.72
02667 I-HSA202601062588	Health Equity Health Savings	D	1/13/2026	1,064.54		008421		1,064.54
00471 I-123025 401 Davis	FirstEnergy MP/PE 401 Davis 111125-121125	D	1/14/2026	3,830.23		008422		3,830.23
01727 I-578571-010626	Enterprise FM Trust Fleet Leases 01/2026	D	1/14/2026	23,581.59		008423		23,581.59

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02347 I-19539822	LEAF Toshiba ES4515AC 011326	D	1/14/2026	128.29		008424		128.29
02347 I-19563208	LEAF Toshiba E478S 011826	D	1/14/2026	85.00		008425		85.00
02347 I-19563209	LEAF Toshiba E478S 011826	D	1/14/2026	85.00		008426		85.00
02417 I-VisaFleet 123125	US Bank Corporate Payment Syst Visa Fleet Stmt Pmt 123125	D	1/15/2026	13,913.03		008436		13,913.03
00140 I-CKREQ 010226	City of Elkins Whitmer Utility Pmts to Elkins	R	1/06/2026	4,331.37		018252		4,331.37
00143 I-01/26 Indirects	COE General Fund 2 Monthly Indirects 01/2026	R	1/06/2026	16,824.83		018253		16,824.83
00149 I-01/26 Support	COE Parks and Recreation Monthly Support 01/26	R	1/06/2026	25,483.00		018254		25,483.00
00156 I-12/25 Sewer Deprec	COE Sewer Depreciation Account Sewer Deprecitation 12/25	R	1/06/2026	6,340.34		018255		6,340.34
00158 I-12/25 Water Deprec	COE Water Depreciation Account Water Depreciation 12/2025	R	1/06/2026	9,907.68		018256		9,907.68
00287 I-79737	Garrett Equipment Rentals, LLC Handheld Control for Plow	R	1/06/2026	581.00		018257		581.00
00498 I-465217	Naylor's Ace Hardware Elbows/Vent Pipe	R	1/06/2026	173.84		018258		173.84
00573 I-7020	Randolph County Development Au Rent 01/2026	R	1/06/2026	800.00		018259		800.00
00855 I-4179	Agency LMC Website Mgmt 11/25	R	1/06/2026	61.90		018260		61.90
01169 I-006929	Kathy's Decorating & Design ornaments for tree	R	1/06/2026	166.23		018261		166.23
01292 I-12/25 Sewer O&M	COE Sewer O & M Account Sewer O&M Deposit 12/2025	R	1/06/2026	13,527.27		018262		13,527.27

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01313	COE Water O & M Account							
I-12/25 Water O&M	Water O&M 12/2025	R	1/06/2026	21,676.42		018263		21,676.42
01390	Phoenix Solutions, LLC							
I-42370	Chemicals	R	1/06/2026	6,497.28		018264		6,497.28
01751	COE WWTP							
I-202512128675	Backwash 11/2025	R	1/06/2026	803.59		018265		803.59
02047	Cybertech Automation USA Inc							
I-14537 Pooled	Project Work - Water Plant	R	1/06/2026	114.71		018266		114.71
02143	Wholesale Tires & Auto							
I-0282269	Tires	R	1/06/2026	525.00		018267		
I-0282372	Tires	R	1/06/2026	2,898.00		018267		
I-0282413	Tires	R	1/06/2026	246.28		018267		
I-0282608	Wheels	R	1/06/2026	1,100.00		018267		
I-WCL 0282211	Tires - Nissan Rogue	R	1/06/2026	592.00		018267		5,361.28
02453	Eastern Fire Equipment Service							
I-3286682	Saw Parts	R	1/06/2026	162.90		018268		162.90
02608	Zinn's R Us Inc							
I-4933	4 Septic Holding Tanks	R	1/06/2026	400.00		018269		
I-4934	4 Septic Holding Tanks	R	1/06/2026	400.00		018269		800.00
02769	BCN Telecom Inc TBS							
I-24028123	Street Cameras Int & Install	R	1/06/2026	3,520.91		018270		3,520.91
02848	First United Methodist Church							
I-01/2026	Rental 4-Parking Spaces 01/26	R	1/06/2026	80.00		018271		80.00
1	WILLMOTH, MIKE							
I-000202512302586	US REFUND	R	1/06/2026	85.83		018272		85.83
1	VALLEY ELECTRIC							
I-000202601052587	Refu AR REFUND	R	1/06/2026	447.18		018273		447.18
00116	Child Support Enforcement							
I-CDS202601062588	Child Support	R	1/06/2026	453.40		018274		453.40
00121	Citizens Bank of WVFP							
I-FP 202601062588	Fire Pension	R	1/06/2026	504.55		018275		504.55

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00122	Citizens Bank of WVPP							
I-PP 202601062588	Police Pension	R	1/06/2026	194.11		018276		
I-PPN202601062588	Police Pension-2010 Forward	R	1/06/2026	306.13		018276		500.24
00147	COE Misc							
I-MIS202601062588	Misc Reimbursements	R	1/06/2026	331.00		018277		331.00
00150	COE Payroll							
I-T1 202601062588	Federal Withholding	R	1/06/2026	19,014.24		018278		19,014.24
00151	COE Payroll							
I-T3 202601062588	FICA	R	1/06/2026	25,921.26		018279		
I-T4 202601062588	Medicare	R	1/06/2026	6,436.26		018279		32,357.52
00152	COE Payroll							
I-T2 202601062588	State Withholding	R	1/06/2026	7,529.00		018280		7,529.00
00203	Davis Trust Company							
I-CC 202601062588	Employee Christmas Club	R	1/06/2026	3,150.00		018281		3,150.00
00747	Washington National Insurance							
I-WN 202601062588	Washington National Insurance	R	1/06/2026	574.13		018282		574.13
00837	COE Payroll Reimbursement							
I-001202601062588	Payroll Reimbursement	R	1/06/2026	66,316.77		018283		
I-006202601062588	Payroll Reimbursement	R	1/06/2026	5,392.73		018283		
I-036202601062588	Payroll Reimbursement	R	1/06/2026	26,597.79		018283		
I-400202601062588	Payroll Reimbursement	R	1/06/2026	27,890.04		018283		
I-401202601062588	Payroll Reimbursement	R	1/06/2026	15,899.00		018283		
I-404202601062588	Payroll Reimbursement	R	1/06/2026	15,578.77		018283		157,675.10
01885	Colonial Life							
I-CL 202601062588	Colionial Life-AT	R	1/06/2026	112.10		018284		
I-CLP202601062588	Colonial Life-PT	R	1/06/2026	52.52		018284		164.62
01883	Newtech Systems Inc							
I-57804	City Hall Fire Alarm System	R	1/06/2026	12,672.00		018285		12,672.00
00711	Tygart Valley Transfer, Inc.							
I-00041591	Comm	R	1/06/2026	798.80		018286		
I-00041592	Comm	R	1/06/2026	229.32		018286		
I-00041601	Res	R	1/06/2026	161.48		018286		
I-00041603	Res	R	1/06/2026	1,120.80		018286		
I-00041610	Res	R	1/06/2026	1,072.07		018286		
I-00041612	Res	R	1/06/2026	742.42		018286		
I-00041616	Comm	R	1/06/2026	674.58		018286		
I-00041639	Res	R	1/06/2026	680.32		018286		
I-00041640	Comm	R	1/06/2026	276.14		018286		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00041641	Comm	R	1/06/2026	405.13		018286		
I-00041663	Res	R	1/06/2026	752.93		018286		
I-00041667	Res	R	1/06/2026	604.83		018286		
I-00041670	Comm	R	1/06/2026	453.86		018286		
I-00041686	Comm	R	1/06/2026	670.76		018286		
I-00041689	Comm	R	1/06/2026	327.74		018286		
I-00041701	Res	R	1/06/2026	712.80		018286		
I-00041702	Comm	R	1/06/2026	527.44		018286		
I-00041703	Comm	R	1/06/2026	269.45		018286		
I-00041704	Res	R	1/06/2026	601.97		018286		
I-00041715	Comm	R	1/06/2026	353.54		018286		
I-00041733	Res	R	1/06/2026	742.42		018286		
I-00041734	Res	R	1/06/2026	458.64		018286		
I-00041736	Comm	R	1/06/2026	606.74		018286		
I-00041751	Comm	R	1/06/2026	244.61		018286		
I-00041752	Res	R	1/06/2026	113.70		018286		
I-00041753	Comm	R	1/06/2026	202.57		018286		
I-00041770	Res	R	1/06/2026	339.20		018286		
I-00041771	Res	R	1/06/2026	635.41		018286		
I-00041772	Comm	R	1/06/2026	700.38		018286		
I-00041789	Comm	R	1/06/2026	202.57		018286		
I-00041795	Comm	R	1/06/2026	242.70		018286		
I-00041797	Res	R	1/06/2026	919.19		018286		
I-00041798	Comm	R	1/06/2026	978.43		018286		
I-00041800	Res	R	1/06/2026	859.95		018286		
I-00041817	Res	R	1/06/2026	115.62		018286		
I-00041822	Res	R	1/06/2026	512.15		018286		
I-00041824	Res	R	1/06/2026	575.21		018286		
I-00041825	Comm	R	1/06/2026	464.37		018286		
I-00041840	Comm	R	1/06/2026	346.85		018286		
I-00041842	Comm	R	1/06/2026	408.95		018286		
I-00041852	Comm	R	1/06/2026	254.16		018286		
I-00041857	Res	R	1/06/2026	531.26		018286		
I-00041858	Res	R	1/06/2026	526.48		018286		
I-00041860	Comm	R	1/06/2026	493.04		018286		
I-00041877	Res	R	1/06/2026	476.79		018286		
I-00041878	Comm	R	1/06/2026	562.79		018286		
I-00041879	Res	R	1/06/2026	654.52		018286		
I-00041888	Comm	R	1/06/2026	253.21		018286		
I-00041890	Comm	R	1/06/2026	171.03		018286		
I-00041896	Res	R	1/06/2026	318.18		018286		
I-00041899	Res	R	1/06/2026	578.08		018286		
I-00041902	Comm	R	1/06/2026	584.77		018286		
I-00041912 1215	Comm	R	1/06/2026	95.55		018286		
I-00041914	Comm	R	1/06/2026	201.61		018286		
I-00041920	Res	R	1/06/2026	605.79		018286		
I-00041921	Res	R	1/06/2026	750.07		018286		
I-00041923	Comm	R	1/06/2026	704.20		018286		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00041936	Comm	R	1/06/2026	23.89		018286		
I-00041939	Comm/Cleanout	R	1/06/2026	185.75		018286		
I-00041942	Comm	R	1/06/2026	448.13		018286		
I-00041951	Res	R	1/06/2026	531.26		018286		
I-00041952	Res	R	1/06/2026	482.53		018286		
I-00041953	Comm	R	1/06/2026	324.87		018286		
I-00041968	Comm	R	1/06/2026	367.87		018286		
I-00041970	Comm	R	1/06/2026	225.50		018286		
I-00041973	Comm	R	1/06/2026	237.92		018286		
I-00041976	Res	R	1/06/2026	120.39		018286		
I-00041985	Res	R	1/06/2026	528.39		018286		
I-00041988	Res	R	1/06/2026	533.17		018286		
I-00041990	Comm	R	1/06/2026	525.53		018286		
I-00042001	Comm	R	1/06/2026	149.06		018286		
I-00042003	Comm	R	1/06/2026	191.10		018286		
I-00042017	Res	R	1/06/2026	592.41		018286		
I-00042018	Comm	R	1/06/2026	154.79		018286		
I-00042021	Res	R	1/06/2026	661.21		018286		
I-00042022	Comm	R	1/06/2026	506.42		018286		
I-00042034	Comm	R	1/06/2026	321.05		018286		
I-00042048	Res	R	1/06/2026	388.89		018286		
I-00042051	Comm	R	1/06/2026	808.35		018286		
I-00042055	Res	R	1/06/2026	567.57		018286		
I-00042094	Comm	R	1/06/2026	135.68		018286		
I-00042103	Comm	R	1/06/2026	808.35		018286		
I-00042104	Res	R	1/06/2026	1,004.23		018286		
I-00042108	Res	R	1/06/2026	870.46		018286		
I-00042123	Comm	R	1/06/2026	238.88		018286		
I-00042150	Comm	R	1/06/2026	495.90		018286		
I-00042152	Res	R	1/06/2026	747.20		018286		
I-00042153	Res	R	1/06/2026	383.16		018286		
I-00042160	Comm	R	1/06/2026	534.12		018286		
I-00042174	Comm	R	1/06/2026	516.93		018286		
I-00042176	Comm	R	1/06/2026	371.69		018286		
I-00042181	Res	R	1/06/2026	577.12		018286		
I-00042182	Comm	R	1/06/2026	386.02		018286		
I-00042183	Res	R	1/06/2026	390.80		018286		
I-00042204	Comm.	R	1/06/2026	948.81		018286		
I-00042206	Comm	R	1/06/2026	212.12		018286		
I-00042215	Comm	R	1/06/2026	183.46		018286		
I-00042220	Res	R	1/06/2026	949.77		018286		
I-00042223	Res	R	1/06/2026	118.48		018286		
I-00042228	Comm	R	1/06/2026	617.25		018286		
I-00042232	Res	R	1/06/2026	1,267.95		018286		
I-00042238	Comm	R	1/06/2026	282.83		018286		
I-00042251	Comm	R	1/06/2026	855.17		018286		
I-00042278	Comm	R	1/06/2026	118.48		018286		
I-00042281	Comm	R	1/06/2026	276.14		018286		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-00042287	Res	R	1/06/2026	982.25		018286		
I-00042291	Comm	R	1/06/2026	154.79		018286		
I-00042293	Res	R	1/06/2026	873.33		018286		
I-00042294	Comm	R	1/06/2026	377.42		018286		
I-00042303	Comm	R	1/06/2026	300.98		018286		
I-00042314	Comm	R	1/06/2026	190.14		018286		
I-00042322	Res	R	1/06/2026	683.18		018286		
I-00042323	Comm	R	1/06/2026	637.32		018286		
I-00042325	Res	R	1/06/2026	889.57		018286		
I-00042326	Res	R	1/06/2026	644.96		018286		56,768.56
00032	Absolute Assurance Drug Test L Random Testing	R	1/13/2026	288.00		018287		288.00
00154	COE Sanitation 192High Rental 081425-113025	R	1/13/2026	1,330.89		018288		1,330.89
00211	Elkins Depot Welcome Center I-11/25 Hotel Motel Hotel/Motel Collection 11/25	R	1/13/2026	9,794.59		018289		9,794.59
00582	Region VII Plan. & Development I-520-26 GIS Services 11/25	R	1/13/2026	262.50		018290		262.50
00644	Smith Backhoe & Dozer Service, I-106146 Christmas Tree Up/Down	R	1/13/2026	6,000.00		018291		6,000.00
00927	Interstate Battery System of S I-51018683 2 Batteries I-51019059 Batteries	R	1/13/2026	295.90		018292		456.85
01390	Phoenix Solutions, LLC I-42329 Chemicals	R	1/13/2026	78.50		018293		78.50
01563	BHM CPA Group, Inc I-88474 6/30/25 Consulting-FS Prep	R	1/13/2026	20,500.00		018294		20,500.00
01594	Pace Analytical Services LLC I-2530653209 Analytical charges 30832502 I-2530654092 Analytical Charges 30832519 I-2530654094 Analytical Charges 30832495 I-2530654934 12/25 Contract Lab Analysis	R	1/13/2026	150.40		018295		3,674.50
02098	Skasiks Quality Cleaners LLC I-25343-4637 Alterations	R	1/13/2026	104.30		018296		104.30

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02322	Badger Meter							
I-80221730	MBL Hosting/Annual License	R	1/13/2026	3,109.02		018297		3,109.02
02451	Waypoint Resource Group LLC							
I-23759	Collections 123125	R	1/13/2026	142.78		018298		142.78
02928	Pillar Innovations							
I-439101	Testing Network Cabling	R	1/13/2026	3,876.00		018299		3,876.00
02933	Vera Lewis							
I-CKREQ 011326	Reimburse for checking vehicle	R	1/13/2026	16.05		018300		16.05
02671	CP&H Inc dba City Plumbing & H							
I-App1 #16	contracted services	R	1/13/2026	159,376.75		018301		159,376.75
00483	Mountain Valley Bank							
I-1202553-24 011526	1202553-24 011526	R	1/14/2026	6,518.78		018302		6,518.78
01942	Elkins Municipal Building Comm							
I-1214756-11 011526	1214756-11 011526	R	1/14/2026	4,833.20		018303		
I-1214756-12 010126	1214756-12 010126	R	1/14/2026	4,509.60		018303		9,342.80

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	52	634,314.23	0.00	634,314.23
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	92	163,969.75	0.00	163,969.75
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

VENDOR SET: 01 BANK: Pool TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	144	798,283.98	0.00	798,283.98
BANK: Pool TOTALS:	144	798,283.98	0.00	798,283.98

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02431	Fel-Ferguson Waterworks #527							
C-CM063798	Credit Memo on 0997215	R	1/13/2026	14,162.74	CR	000079		
I-0968281	Ang Vlv/LF 2 CTS Comp Ball	R	1/13/2026	2,651.04		000079		
I-0997215	Infrastructure Main lines	R	1/13/2026	27,218.37		000079		
I-1013437	PL MTR FRM 18-20 PIT	R	1/13/2026	2,934.20		000079		
I-1013920	Clmps/Hydra Cmmt Mix/Vlv	R	1/13/2026	4,277.89		000079		
I-1015780	Hyd 4'0 Bury Ol Alpha	R	1/13/2026	8,449.44		000079		31,368.20

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	31,368.20	0.00	31,368.20
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

VENDOR SET: 01	BANK: WATDP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	31,368.20	0.00	31,368.20
BANK: WATDP	TOTALS:		1	31,368.20	0.00	31,368.20
REPORT TOTALS:			149	852,316.56	0.00	852,316.56

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 1/05/2026 THRU 1/16/2026
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
