



City of Elkins

Council Meeting

June 11, 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 May 21, 2026
5. **Correspondence, Notifications, and Recognitions**
 - a. Mayor's Proclamations
 1. Migraine and Headache Awareness Month - June 2026
 - b. Approved Event Requests
 1. Beander's Boo Mile Run - October 22, 2026
 - c. Building Officer's report
6. **Councilor Reports**
7. **Officer Reports**
 - a. Treasurer's report
 - b. Operations Manager's report
 - c. Fire Chief's report
 - d. Police Chief's report
 - e. Chief Utility Operator's report
 - f. Clerk's report
8. **Approval of Vendor Invoice Payments**
 - a. Vendor invoices presented for approval: May 18 through June 5, 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.)
9. **New Business**
 - a. Resolution 1921: Authorizing execution of agreement with WV Tax Office concerning GIS sales tax map

- b. Resolution 1922: Appointing Ann Berlin as an alternate member of the Board of Zoning Appeals
- c. Resolution 1923: Adopting a policy requiring annual driving record check for employees authorized to operate City vehicles
- d. Resolution 1924: Authorizing the Operations Manager to sign checks on City bank accounts
- e. Resolution 1925: Designate S. Campbell as City benefits manager
- f. Resolution 1926: FY 2026 General Fund Budget Revision SAO 2026-001-04
- g. Resolution 1927: FY 2026 General Fund Budget Revisions 13 – 24
- h. Resolution 1928: FY 2026 Fire Fund Budget Revision 1
- i. Resolution 1929: FY 2026 Sanitation Fund Budget Revision 1
- j. Resolution 1930: Policy concerning ad hoc funding requests
- k. Resolution 1931: Accepting and approving a proposal from Mountain Valley Bank for financing of the City Hall renovation project
- l. Resolution 1932: Accepting and authorizing execution of an agreement with Hart OS for a multi-function copier for the Fire Department
- m. Resolution 1933: Accepting and authorizing execution of an agreement with the Mills Group to design wayfinding signs, authorizing the expenditure of TIF funds, and directing the Municipal Properties Committee to assist with the project
- n. Resolution 1934: Authorizing Execution and Implementation of Professional Archiving Services Agreement with Smarsh
- o. Discussion of proposed Council rules

10. Mayor's Comments

11. Adjournment