



City of Elkins

Municipal Properties Committee Meeting

September 14, 2026

11:00 AM

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

Charter Authority of the Municipal Properties Committee: Monitor and report to Council on the condition of and proposed plans for city buildings, real estate, and rights-of-way. Review and propose to Council capital investment in buildings, real estate, and associated infrastructure.

AGENDA

1. **Call to Order and Roll Call**
2. **Public Comment**
3. **Minutes**
 - a. Proposed minutes for the meeting of August 12, 2026
4. **Reports**
5. **New Business**
 - a. Disposition of real property in Third Ward
 - b. Wayfinding signs kickoff meeting with Mills Group
 - c. Ellis Avenue right-of-way improvements
 - d. 635 Capital Street stormwater issues
 - e. Downtown sound system update
 - f. Sourcing traffic lights from DOH replacement projects for use downtown
 - g. Ongoing items:
 - All Veterans Council MOU and planning for Veterans Park area
 - Sidewalk improvement grant program
6. **Announcements**
7. **Adjournment**



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	Minutes
Category:	Action Item
Agenda Item Name:	Proposed minutes for the meeting of August 12, 2026
Recommended By:	City Clerk
Summary:	Minutes proposed for the referenced meeting
Fiscal Impact:	n/a
Recommendation:	Consider for approval
Attachments:	1. Municipal Properties - 2026_08_12 - minutes_proposed

MUNICIPAL PROPERTIES COMMITTEE MEETING MINUTES

***Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
August 12, 2026
11:00 a.m.***

Present were members: C. Lowther (chair), R. Chenoweth, & B. Woods

Also present were: Jerry Marco (mayor), Mike Kesecker (operations manager), Gerry Roberts (city attorney, via Teams), Tracy Judy (treasurer), Steve Himes (fire chief), Wes Lambert (water chief operator, via Teams), Sutton Stokes (city clerk), and Mikayla Goins (executive secretary).

PUBLIC COMMENT

Mark Doak spoke on stop signs downtown.

Nanci Bross-Fregonara spoke on stop signs and pedestrians downtown.

Clifford Dumire spoke on storm water drainage on Ellis Avenue.

Joe Armentrout spoke on the Ellis Avenue right-of-way expansion and storm water drainage.

Lawrence Crane spoke on storm water drainage on Ellis Avenue.

Kevin Koonts spoke on storm water drainage on Ellis Avenue.

Brittany Higher spoke on storm water drainage on Ellis Avenue.

MINUTES

Chenoweth **MOVED APPROVAL OF THE MINUTES FOR THE MEETING OF JULY 13, 2026.** The motion carried.

The Committee unanimously agreed to reorder the agenda as follows:

NEW BUSINESS

g. Ellis Avenue right-of-way improvements

Kesecker provided a report on the Ellis Avenue right-of-way and water drainage issues, the report explained the findings and plans from Thrasher Engineering. Roberts provided historical context on the road and drainage issues regarding the annexation of the Oak Grove development.

The Committee directed Kesecker to request an estimate to expand the scope of services for Thrasher Engineering to further investigate the water drainage issues on Ellis Avenue.

a. MVB lease terms

Roberts provided a report on the proposal for Mountain Valley Bank to lease office space in City Hall beginning in February and lasting a projected 18-24 months.

Chenoweth **MOVED TO RECOMMEND COUNCIL APPROVAL TO MOVE FORWARD WITH THE LEASE AGREEMENT DEVELOPMENT. The motion carried.**

b. Wayfinding signs

Stokes provided a report on the wayfinding sign development progress with the Mills Group. No action taken

c. Davis Avenue Bridge closure, communications, and transportation alternatives

Kesecker reported that the project has been delayed to October 2027. Woods expressed constituent concerns regarding transportation during the bridge closure. No action taken.

d. Office hours for treasurer and utility billing offices upon return to city hall

Judy provided a report on the potential need to match office hours with utility hours to move hours to 7:30 a.m. until 4:00 p.m.

Chenoweth **MOVED TO RECOMMEND COUNCIL APPROVAL TO ADJUST TREASURY AND UTILITY BILLING OFFICE HOURS TO 7:30 A.M. UNTIL 4:00 P.M. The motion carried.**

e. All Veterans Council MOU and planning for Veterans park Area

Roberts provided a report on the MOU work with the All Veterans Council.

f. Sidewalk improvement grant program

The Committee determined to hold this item until the next Municipal Properties Meeting.

REPORTS

a. Kump House Report

The Committee received a report on the Kump House (attached)

b. City Hall report

Kesecker provided a report on the City Hall renovation.

Cm. Woods, **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 12:06 p.m.

Name & Title

Signature



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Disposition of real property in Third Ward
Recommended By:	City Attorney
Summary:	The City Attorney will present information about a proposed transfer of real property. The City Attorney recommends that the Committee discuss this matter in executive session pursuant to W. Va. Code § 6-9A-4(b)(9) on the basis that public discussion could adversely affect the City's financial or other interests. No decision may be made in executive session; any action will be taken in open session.
Fiscal Impact:	n/a
Recommendation:	Motion to enter executive session under the exemption in W. Va. Code § 6-9A-4(b)(9).
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Wayfinding signs kickoff meeting with Mills Group
Recommended By:	City Clerk
Summary:	Mills Group will meet with the Committee to kick off the City's wayfinding signage design project. Discussion will focus on the proposed locations and intended audiences for the four signs included in the contract, the destinations to be identified, possible overlap with existing DOH signage, and any City branding to be incorporated into the design.
Fiscal Impact:	n/a
Recommendation:	See summary
Attachments:	1. 2026-08-06_Elkins Wayfinding Signage_Memo from Planning Call 2. Vibrant - wayfinding signs input - 2026_09 3. Wayfinding Signage worksheet LS

MEMORANDUM

FROM: AMBER KWASNIEWSKI, MILLS GROUP
DATE: 08.06.2026
TO: SUTTON STOKES, CITY CLERK
ATTN: ELKINS MUNICIPAL PROPERTIES COMMITTEE

PROJECT: ELKINS WAYFINDING SIGNAGE DESIGN

SCHEDULE:

- **AUGUST 12, 2026 COMMITTEE MEETING:** DISCUSS PROGRAMMING OBJECTIVES FOR THE KICK-OFF MEETING. SEE NOTES BELOW.
- **SEPTEMBER 14, 2026 COMMITTEE MEETING:** PROJECT KICK-OFF WITH MILLS GROUP.
- **OCTOBER (TBD) 2026 COMMITTEE MEETING:** MILLS GROUP TO PRESENT INITIAL CONCEPT DESIGN
- **NOVEMBER 9, 2026 COMMITTEE MEETING:** CONSOLIDATE FEEDBACK COMMENTS ON INITIAL DESIGN FOR MILLS GROUP (MILLS GROUP WILL NOT BE IN ATTENDANCE)
- **DECEMBER 14, 2026 COMMITTEE MEETING:** MILLS GROUP TO PRESENT FINAL CONCEPT

PROGRAMMING OBJECTIVES FOR THE KICK-OFF MEETING

1. LOCATION OF THE (4) WAYFINDING SIGNS PER CONTRACT.
2. AUDIENCE TYPE AT EACH LOCATION (VEHICULAR OR PEDESTRIAN).
3. LIST OF DESTINATIONS TO BE IDENTIFIED ON THE SIGNS (I.E. PUBLIC PARKING, RAILYARD, CITY HALL, HISTORIC DOWNTOWN BUSINESS DISTRICT, PUBLIC LIBRARY, COUNTY COURTHOUSE, HOSPITAL).
*KEEP IN MIND POSSIBLE REDUNDANCIES WITH DOH SIGNAGE.
4. ANY SPECIFIC BRANDING THAT MILLS GROUP SHOULD CONSIDER INCORPORATING IN THE DESIGN.
CITY TAGLINE OR MOTTO?

SUTTON -

Responses ARE ALL OVER THE
PLACE - HARD TO SUMMARIZE. SO I
GAVE YOU THE RESPONSES.

Let me know IF you WANT me
TO ~~BE~~ TRY AND SUMMARIZE.

MARK

Wayfinding Signageki Municipal Properties Committee August 12, 2026

Today's goal: Develop initial thoughts on the four questions Mills Group needs answered at the September 14 kickoff, and identify any information or input we need to gather before then.

1. Locations

Where should the four signs go?

1. Both entrances into town from Route 48

2. 33 West on Radolph Avenue – from Walmart and From KFC

3. Elkins Depot Welcome Center

4. Randolph and Third

5. City Hall

6. Event Center

Things to check before September: Exact placement, existing/DOH signage, right-of-way or other site constraints.

2. Audience

Who is each sign primarily for—drivers or pedestrians?

1. _Drivers_____ ☐ Drivers ☐ Pedestrians ☐ Both

2. Drivers_____ ☐ Drivers ☐ Pedestrians ☐ Both

3. Both_____ ☐ Drivers ☐ Pedestrians ☐ Both

4. Both_____ ☐ Drivers ☐ Pedestrians ☐ Both

5. Both – due to parking area for guests

6. Both – if conference are here we need to direct people to downtown.

3. Destinations

What destinations should we consider, and which signs might include them?

Possible examples from Mills Group:

- Public parking,
- Railyard,
- City hall,
- Historic downtown business district,
- Public library,
- County courthouse,
- Event center
- Hospital.
- Businesses? Business district/

Destination	Which Sign(s)	Notes
City Hall	All	I know this is too many for them to all appear on every sign, but not sure where to draw the line
Welcome Center	All	
Town Sq/Event Center	All	
Davis&1\Elkins College	All	
Historic Downtown	All	
Library	All	
County Court House	All	
Fed. Cour House and Post Office	All	
Excursion Trains	All	
Parking	All	
Hospital		

Things to consider before September: Preferred names; which destinations belong on which signs; possible duplication with existing/DOH signage.

4. Branding / Design

What should the signs look and feel like?

Consider existing City/downtown branding, colors and materials, historic or railroad character, tagline/motto, and compatibility with existing streetscape elements.

Initial thoughts:

I would prefer something that had a bit of an old-fashioned border. I like a dark green because of the City logo and Forest Service but also partial to the rust and blue we use for the CVB.

September 14 goal: Give Mills Group enough direction on **locations + audience + destinations + branding** to begin developing initial concepts for presentation in October.

Wayfinding Signage

Municipal Properties Committee

August 12, 2026

Today's goal: Develop initial thoughts on the four questions Mills Group needs answered at the September 14 kickoff, and identify any information or input we need to gather before then.

1. Locations

Where should the four signs go?

1. Elkins Depot
2. US Federal Building
3. City Hall
4. Corner of 3rd and Davis
5. Randolph Avenue
6. *Along bike path coming into Elkins and in downtown Elkins. Invite bikers downtown (AHT)*

Things to check before September: Exact placement, existing/DOH signage, right-of-way or other site constraints.

2. Audience

Who is each sign primarily for—drivers or pedestrians?

- | | |
|---|--|
| 1. Depot | ☐ Drivers ☐ Pedestrians ☒ Both |
| 2. Federal | ☐ Drivers ☐ Pedestrians ☒ Both |
| 3. City Hall | ☐ Drivers ☐ Pedestrians ☒ Both |
| 4. 3rd/Davis | ☐ Drivers ☐ Pedestrians ☒ Both |
| 5. Randolph Avenue x3, one at 3rd st & Randolph, One at intersection of Davis and Randolph (Little Caesars), one at Walgreens for RR Avenue and downtown. | Drivers |

3. Destinations

What destinations should we consider, and which signs might include them?

Possible examples from Mills Group:

- Public parking,
- Railyard,

- City hall,
- Historic downtown business district,
- Public library,
- County courthouse,
- Event center
- Hospital.
- Businesses? Business district/
- Big Timber
- **Darden Mill**
- Elkins Depot
- Davis and Elkins
- DGVR
- Amphitheater
- City Park
- Courthouse
- River

Destination	Which Sign(s)	Notes
Railyard/Elkins Depot	All	
Fed Building	All	
Hospital	All	
City Hall	All	
City Park	All	
Hospital	All	

Things to consider before September: Preferred names; which destinations belong on which signs; possible duplication with existing/DOH signage.

4. Branding / Design

What should the signs look and feel like?

Consider existing City/downtown branding, colors and materials, historic or railroad character, tagline/motto, and compatibility with existing streetscape elements.

Initial thoughts:

Style like Unexpectedly Cool branding vision. Use the symbology we created for that program throughout the kiosk and on the appropriate businesses. Expand symbology for business types to match style. Use on wayfinding flags throughout the City

September 14 goal: Give Mills Group enough direction on **locations + audience + destinations + branding** to begin developing initial concepts for presentation in October.

MARK DOAK

Wayfinding Signage - To BRING TRAFFIC INTO ELKINS Municipal Properties Committee August 12, 2026

Today's goal: Develop initial thoughts on the four questions Mills Group needs answered at the September 14 kickoff, and identify any information or input we need to gather before then.

1. Locations

Where should the four signs go?

1. RANDOLPH & RAILROAD Avenue
2. RANDOLPH & 11TH Street - McDONALDS Intersection
3. RANDOLPH & 3RD STREET
4. ~~RAIL~~ RANDOLPH & DAVIS Avenue

Things to check before September: Exact placement, existing/DOH signage, right-of-way or other site constraints.

2. Audience

Who is each sign primarily for—drivers or pedestrians?

1. _____ ☒ Drivers ☐ Pedestrians ☐ Both
2. _____ ☒ Drivers ☐ Pedestrians ☐ Both
3. _____ ☒ Drivers ☐ Pedestrians ☐ Both
4. _____ ☒ Drivers ☐ Pedestrians ☐ Both

3. Destinations

What destinations should we consider, and which signs might include them?

Possible examples from Mills Group:

- Public parking,
- Railyard,
- City hall,
- Historic downtown business district, *ALL*
- Public library,
- County courthouse,
- Event center *ALL*
- Hospital.
- Businesses? Business district/

Destination	Which Sign(s)	Notes

Things to consider before September: Preferred names; which destinations belong on which signs; possible duplication with existing/DOH signage.

4. Branding / Design

What should the signs look and feel like?

Consider existing City/downtown branding, colors and materials, historic or railroad character, tagline/motto, and compatibility with existing streetscape elements.

Initial thoughts:

DRIVING SIGNS NEED TO BE SIMPLE - EASY AND QUICK TO READ. WOULD SUGGEST THE "UNEXPECTEDLY COOL" LOGO

September 14 goal: Give Mills Group enough direction on **locations + audience + destinations + branding** to begin developing initial concepts for presentation in October.

IF SIGNS ARE PLACED DOWNTOWN - THEY SHOULD BE FOR PEDESTRIANS. SIGNS CAN INCLUDE MORE ~~BAF~~ INFORMATION AS PEDESTRIANS HAVE TIME TO STAND AND READ

CAROL SCHULER

Wayfinding Signage Municipal Properties Committee August 12, 2026

Today's goal: Develop initial thoughts on the four questions Mills Group needs answered at the September 14 kickoff, and identify any information or input we need to gather before then.

1. Locations

Where should the four signs go?

1. North Randolph Avenue and Railroad Avenue – entrance to Elkins

2. Randolph Avenue and Third Street Intersection

3. Randolph Avenue and Davis Avenue

4. Randolph Avenue and 11th Street

Things to check before September: Exact placement, existing/DOH signage, right-of-way or other site constraints.

2. Audience

Who is each sign primarily for—drivers or pedestrians?

Drivers who are visitors to the community.

1. Drivers _____ ☐ Drivers ☐ Pedestrians ☐ Both

2. _Drivers _____ ☐ Drivers ☐ Pedestrians ☐ Both

3. _Drivers _____ ☐ Drivers ☐ Pedestrians ☐ Both

4. Drivers _____ ☐ Drivers ☐ Pedestrians ☐ Both

3. Destinations

What destinations should we consider, and which signs might include them?

Possible examples from Mills Group:

- Public parking,
- Railyard,
- City hall,
- Historic downtown business district,
- Public library,

- County courthouse,
- Event center

- Hospital.
- Businesses? Business district/

Destination	Which Sign(s)	Notes
Historic Graceland Inn and Restaurant	All	
Davis & Elkins College	All	
Historic Governor Kump House and Education Center	All	
Historic Downtown Shopping and Dining	All	
Train Depot and Railyard Event Center	All	
City Hall	All	
County Courthouse	All	
Federal Courthouse	All	
City Park	All	
Riverbend Park	All	
Glendale Park	All	
Bluegrass Park	All	

Things to consider before September: Preferred names; which destinations belong on which signs; possible duplication with existing/DOH signage.

4. Branding / Design

What should the signs look and feel like?

Consider existing City/downtown branding, colors and materials, historic or railroad character, tagline/motto, and compatibility with existing streetscape elements.

Initial thoughts:

EASY TO READ WITH ARROWS!

NO TAGLINE/MOTTO. KEEP IT SIMPLE AND EASY TO READ

WHAT EXISTING STREETSCAPE ELEMENTS? WE DO NOT HAVE ANY.

DARK GREEN WITH WHITE LETTERING. MAYBE A DISTINCTIVE BORDER.

METAL

Consider traffic flow through Elkins when designing signs. **Try to get people off of Randolph Avenue as quickly as possible to reduce local traffic congestion.** Direct people down Railroad Avenue and Third Street to reach downtown, depot and event center, and Glendale Park.

Direct people down Davis Avenue, Eleventh Street, and also Third Street to reach Riverbend Park.

Direct people down Harrison Avenue to reach Bluegrass Park

September 14 goal: Give Mills Group enough direction on **locations + audience + destinations + branding** to begin developing initial concepts for presentation in October.

Ben Stewart

Wayfinding Signage

Municipal Properties Committee

August 12, 2026

Today's goal: Develop initial thoughts on the four questions Mills Group needs answered at the September 14 kickoff, and identify any information or input we need to gather before then.

1. Locations

Where should the four signs go?

1. Railroad and 3rd
2. Davis and 4th
3. 3rd and Firehouse
4. Davis and 1st

Things to check before September: Exact placement, existing/DOH signage, right-of-way or other site constraints.

2. Audience

Who is each sign primarily for—drivers or pedestrians?

1. _____ ☐ Drivers ☐ Pedestrians ☒ Both
2. _____ ☐ Drivers ☐ Pedestrians ☒ Both
3. _____ ☒ Drivers ☐ Pedestrians ☐ Both
4. _____ ☒ Drivers ☐ Pedestrians ☐ Both

3. Destinations

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- County courthouse,
- Event center
- Hospital.
- Businesses? Business district/

Destination	Which Sign(s)	Notes
Business District, City Hall, Parking, Library	3 rd and Railroad	Wouldn't highlight specific businesses as signs would need revision as those change
Railyard/Event center, Business District, Parking	Davis and 4th	
Railyard/Event center, Business District, City Park	3 rd and Firehouse	
City Park, City Hall, Business District, Library	Davis and 1st	

Things to consider before September: Preferred names; which destinations belong on which signs; possible duplication with existing/DOH signage.

4. Branding / Design

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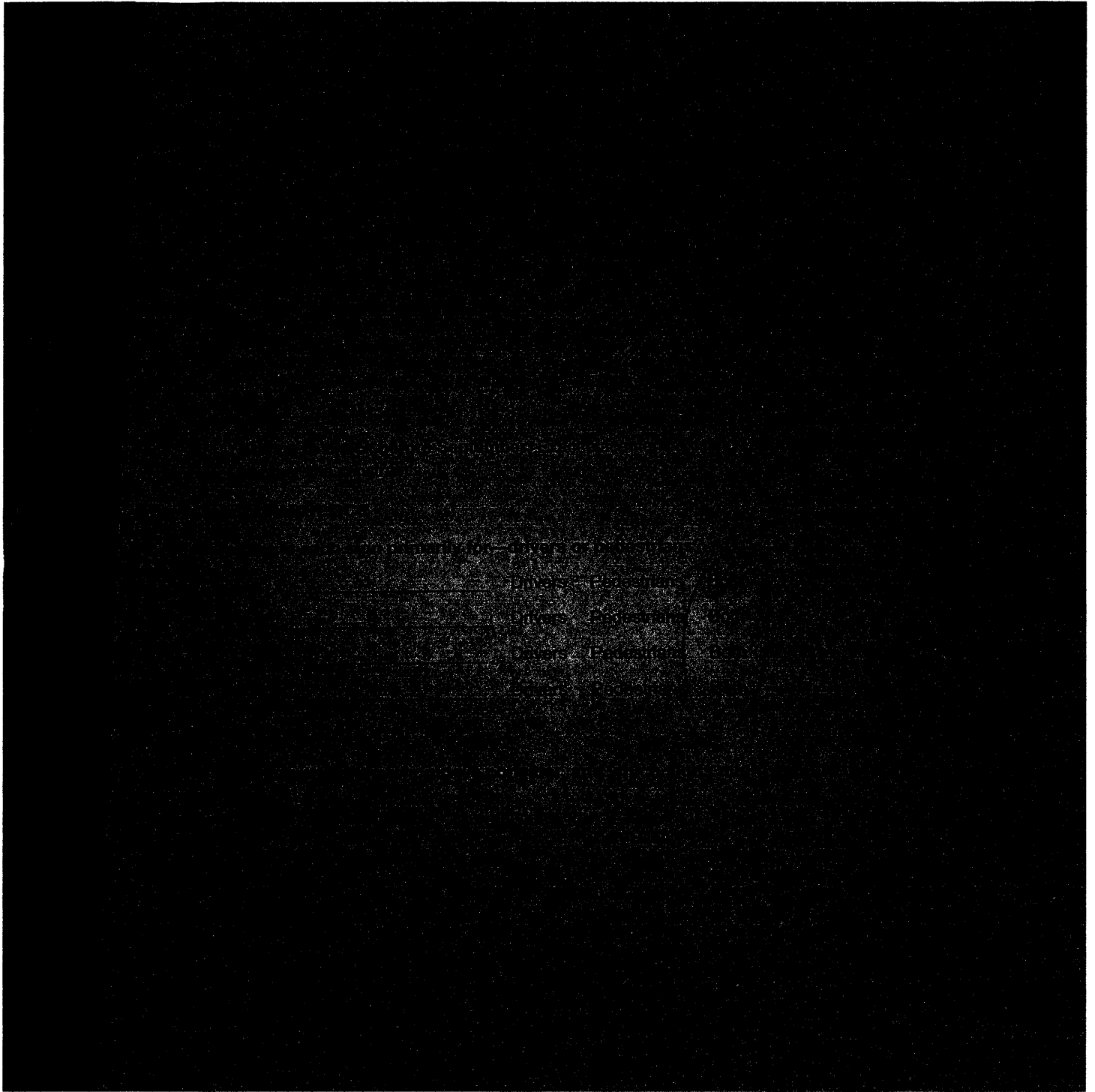
Initial thoughts:

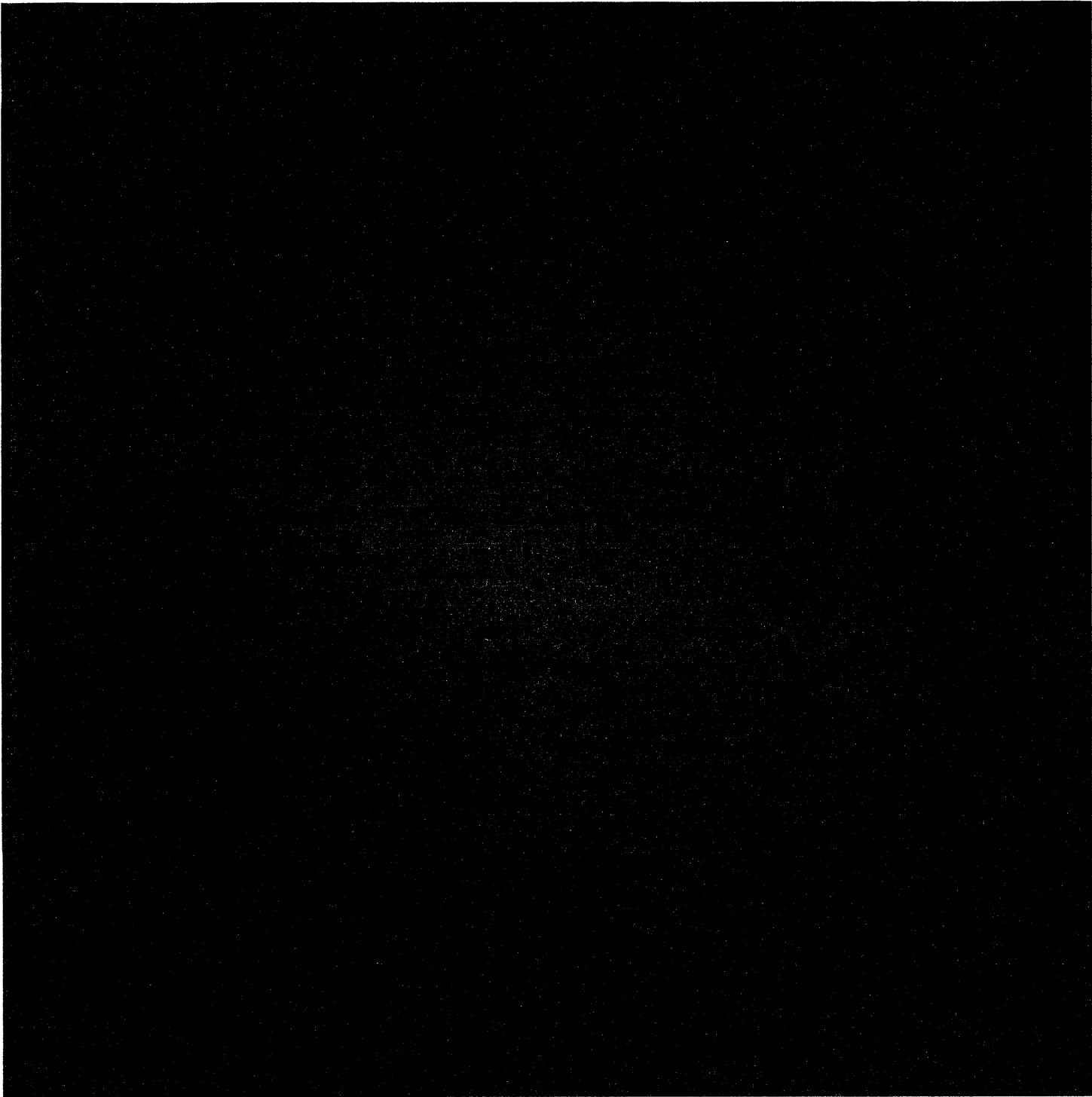
Would incorporate weathered brick red, forest green, cream white base. Signs should have distance from sign marker to the named destination + arrow indicator. For example, Davis and 4th sign would have: Railyard & Event Center – 0.5m



September 14 goal: Give Mills Group enough direction on **locations + audience + destinations + branding** to begin developing initial concepts for presentation in October.

Desire Watson





Wayfinding Signage

Municipal Properties Committee

August 12, 2026

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| 4. 3rd/Davis | ☐ Drivers ☐ Pedestrians ☒ Both |
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Destination	Which Sign(s)	Notes
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Initial thoughts:

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September 14 goal: Give Mills Group enough direction on **locations + audience + destinations + branding** to begin developing initial concepts for presentation in October.



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Ellis Avenue right-of-way improvements
Recommended By:	Operations Manager
Summary:	The Committee is requested to review and discuss Thrasher's preliminary plans and cost estimate for the Ellis Avenue Extension. The proposal includes roadway construction and a new stormwater system, with estimated construction costs of approximately \$403,000 to \$434,000. Discussion will include the anticipated benefits and limitations of the drainage improvements, the condition and capacity of the existing railroad culvert, utility conflicts, possible easement needs, coordination with the railroad, and potential next steps.
Fiscal Impact:	TBD
Recommendation:	Review and make recommendations as appropriate
Attachments:	1. Thrasher email concerning Ellis Avenue - 2026_09_14 2. EX-1 CULVERT DA EXHIBIT 3. 20260806 - T30-11830 Ellis Ave. Extension Preliminary Plans 4. 20260806 - T30-11830 Preliminary Cost Estimate

From: Cody Winter <cwinter@thethrashergroup.com>

Sent: Thursday, August 6, 2026 2:36 PM

To: Mike Kesecker <mkeecker@cityofelkinswv.gov>

Cc: Melody Himes <mhimes@cityofelkinswv.gov>; Shanna Poe <spoe@cityofelkinswv.gov>; Jessie Kittle <jkittle@cityofelkinswv.gov>; Richard Hovatter <rhovatter@thethrashergroup.com>

Subject: RE: Ellis Ave Survey and Stakeout

Mike,

Please see the attached preliminary plans and preliminary cost estimate. I want to note a couple of things. First, you will see a storm system in the plans and in the estimate. From a standpoint of physically being able to put the pipe in the ground we can install 18" pipe and still get the pipe to daylight water. We wanted to show you this and the cost before we really dig into the storm design to see how much this will help during rain events. This will help smaller storms, but if you get a 25-, 50-or 100-year rain event it's probably not going to do much. It will however let the water recede much faster than the current system. You will see in the plans there are some runs of dual 18" pipe, which will help if we can miss existing utilities. So, there are some details that we will still need to work through as you review these plans and estimate. We will also need to evaluate the existing 36" railroad culvert this water will be directed to so that we ensure we are not increasing the runoff to that culvert because of this project. The railroad will also want to see that stormwater design so we will have to do some coordination with them as well once we get past this preliminary phase. I believe there will also need to be conversations of the city acquiring easements for this project as well, which could also add costs.

Please take a moment to review the plans and cost estimate and let me know if you have any questions.

CODY WINTER, EI

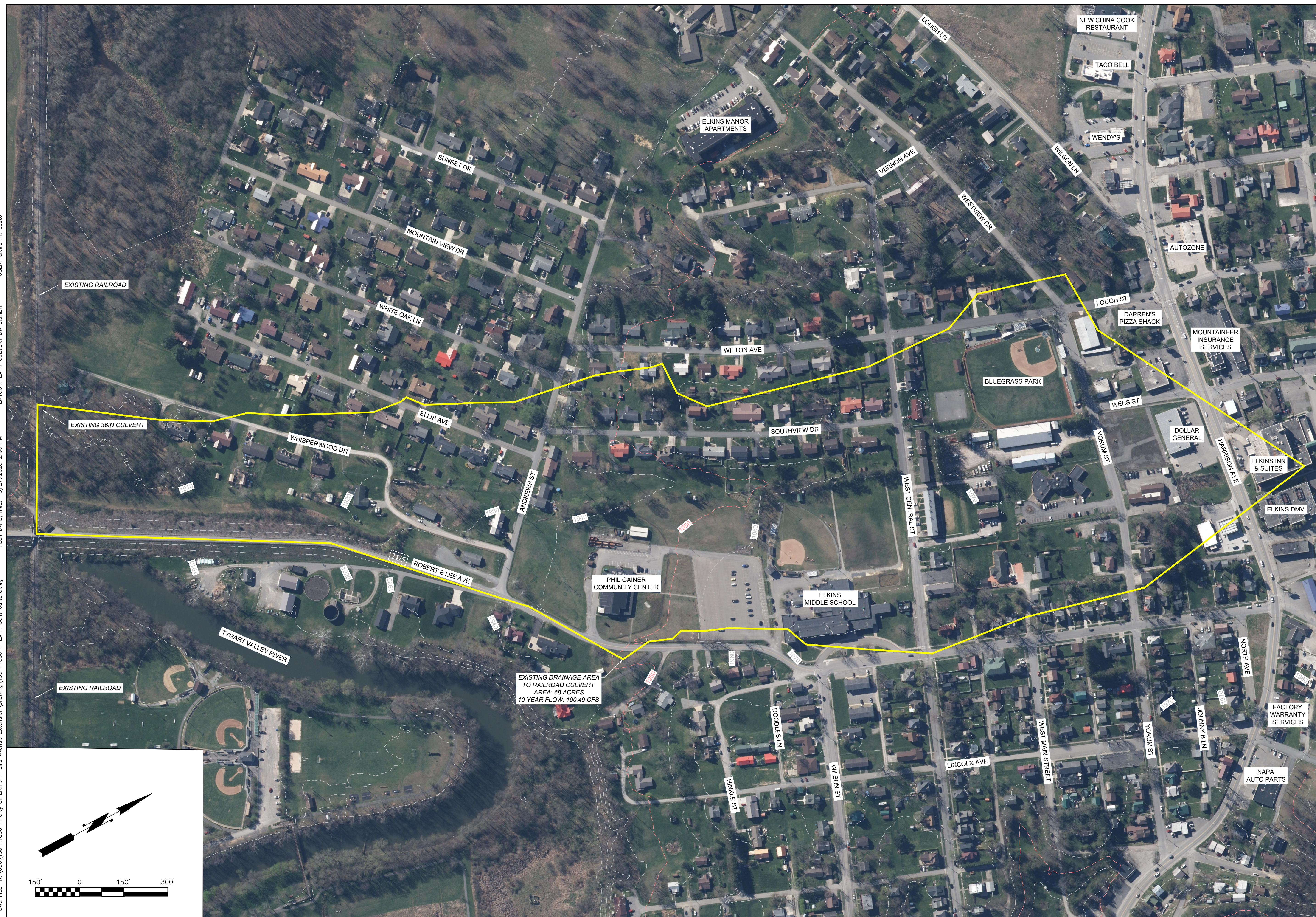
Project Manager | The Thrasher Group, Inc.

office: 304-326-6394 | 800-273-6541

fax: 304-624-7831

600 White Oaks Blvd | Bridgeport, WV 26330

www.thethrashergroup.com



THRASHER
THE THRASHER GROUP INC.
600 WHITE OAKS BLVD,
P.O. BOX 940
BRIDGEPORT, WV 26330

P (304) 624-4108
F (304) 624-7831

www.thethrashergroup.com

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**PRELIMINARY
DO NOT USE FOR
CONSTRUCTION**

[illegible]

**ELLIS AVENUE
EXTENSION**
CITY OF ELKINS
401 DAVIS AVE., ELKINS, WV 26241

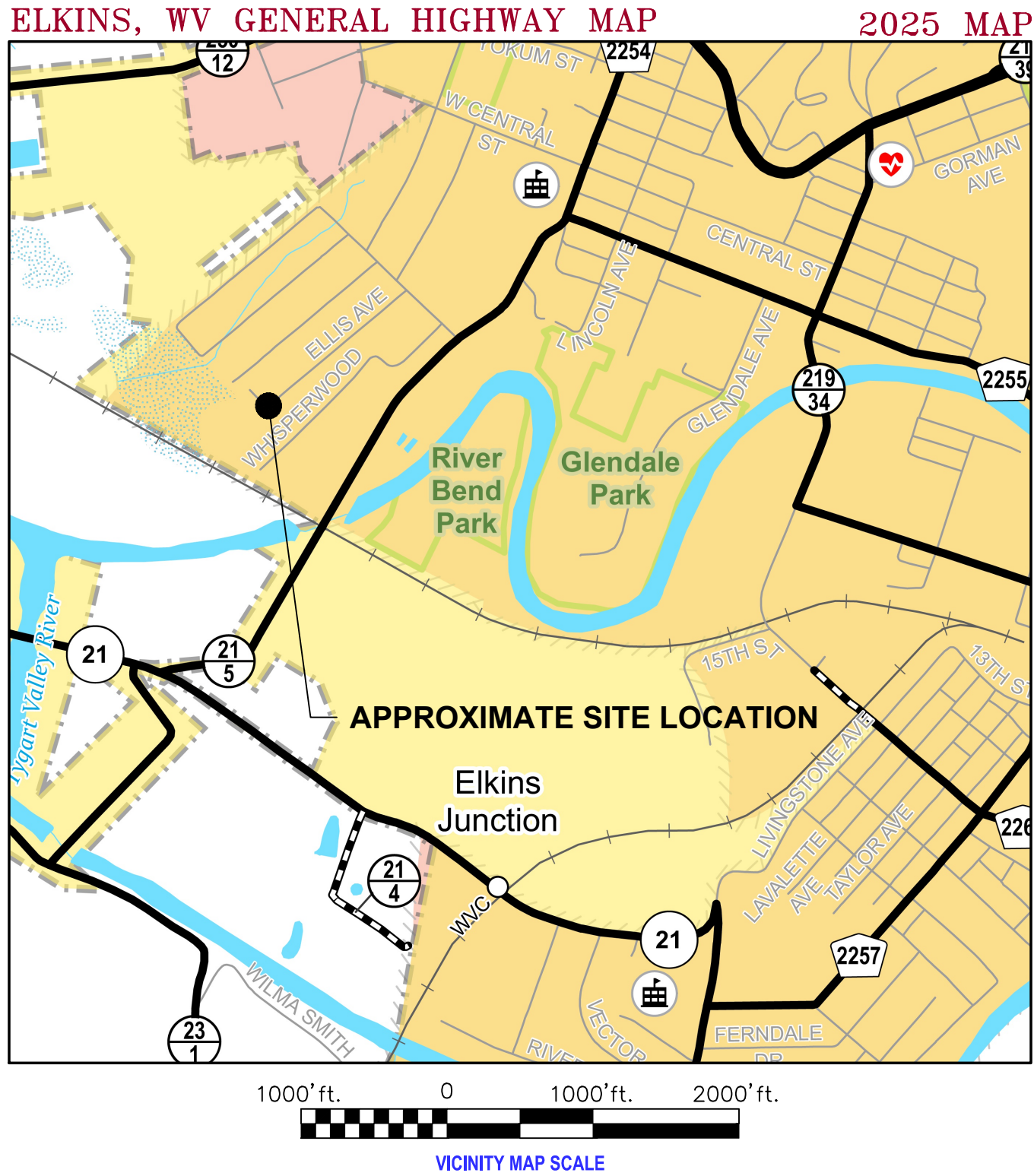
DRAWN: DATE:
CHECKED: DATE:
APPROVED: DATE:
PROJECT No. _____
T30-11830

CULVERT DRAINAGE AREA EXHIBIT

SHEET No. _____

EX-1

CAD FILE: R:\030\T30-11830 - City Of Elkins - Ellis Avenue Extension\Drawing\T30-11830 - Cover.dwg PLOT DATE/TIME: 8/5/2026 2:08 PM USER: claire m. costo



CITY OF ELKINS
ISSUED FOR PRELIMINARY DESIGN PLANS
FOR THE
ELLIS AVENUE
EXTENSION
T30-11830
RANDOLPH, WV
AUGUST 2026



NOT FOR CONSTRUCTION
2026-08-06

REVISION NUMBER	REVISED SHEETS	BY	DATE	DESCRIPTION

THIS PLAN SET DEPICTS THE NECESSARY INFORMATION FOR EROSION AND SEDIMENT CONTROL MEASURES AS REQUIRED BY THE WVDEP FOR STORM WATER PERMITTING PURPOSES.

THE AQUATIC RESOURCES DEPICTED ON THESE DRAWINGS ARE AS PROVIDED TO THE THRASHER GROUP, INC. BY OTHERS. THRASHER WILL NOT ACCEPT ANY LIABILITY FOR THE ACCURACY, OR COMPLETENESS, OF THE AQUATIC RESOURCES DEPICTED ON THESE PLANS.

CITY OF ELKINS
PHONE: (304) 636-1777
4TH STREET
ELKINS, WV 26241

CONTACTS

CLIENT'S CONTACT
CITY OF ELKINS
ATTN: MIKE KESECKER
(304) 636-1414 ext.1441

BRIDGEPORT, WV OFFICE
600 WHITE OAKS BLVD.
BRIDGEPORT, WV 26330
(304) 624-4108
PO BOX 940

ENGINEER
THE THRASHER GROUP
ATTN: RICHARD HOVATTER
(304) 624-4108

PLAN REPRODUCTION WARNING

THESE PLANS ARE INTENDED TO BE PLOTTED ON ANSI D (22" X 34") SHEETS. FOR REDUCTIONS, REFER TO GRAPHIC SCALE. THESE PLANS HAVE BEEN CREATED FOR FULL COLOR PLOTTING. ANY SET OF THESE PLANS THAT IS NOT PLOTTED IN FULL COLOR SHALL NOT BE CONSIDERED ADEQUATE FOR CONSTRUCTION PURPOSES. **WARNING**: INFORMATION MAY BE LOST IN COPYING AND/OR GRAY SCALE PLOTTING.

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CONTRACTOR SHALL NOTIFY THE ONE-CALL SYSTEM OF THE INTENDED EXCAVATION OR DEMOLITION NOT LESS THAN FORTY-EIGHT (48) HOURS, EXCLUDING SATURDAYS, SUNDAYS AND LEGAL FEDERAL OR STATE HOLIDAYS, NOR MORE THAN TEN (10) WORK DAYS PRIOR TO THE BEGINNING OF SUCH WORK.
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SHEET INDEX

SHEET	DESCRIPTION
1	COVER
2	GENERAL NOTES AND QUANTITIES
3	EXISTING CONDITIONS
4	SITE PLAN
5	DETAILS

NAME , WV P.E. # -

☐ ISSUED FOR PERMITS DATE: _____ BY: _____
☐ ISSUED FOR BID DATE: _____ BY: _____
☐ ISSUED FOR CONSTRUCTION DATE: _____ BY: _____

CONSTRUCTION SEQUENCE

1. ANY CONSTRUCTION METHOD OR MATERIAL THAT IS NOT COVERED IN THESE CONTRACT DOCUMENTS WILL BE COVERED BY WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION, WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS STANDARD SPECIFICATIONS, ROADS AND BRIDGES, ADOPTED 2023 AND LATEST STANDARD DETAILS. THE CONTRACT DOCUMENTS AND CONTRACT PLANS ARE THE GOVERNING PROVISIONS APPLICABLE TO THIS PROJECT. REFERENCE TO OTHER ENTITIES IS FOR TECHNICAL RESOURCES ONLY, NOT MEASUREMENT AND PAYMENT.
2. THE CONTRACTOR SHALL LOCATE AND PROTECT EXISTING UTILITIES AND FACILITIES FROM DAMAGE BY EQUIPMENT OR PERSONNEL. THE CONTRACTOR SHALL CONTACT ALL UTILITY AND FACILITY AGENCIES FOR FIELD MARKING PRIOR TO BEGINNING CONSTRUCTION. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE EXISTING UTILITY INFORMATION IS THE BEST AVAILABLE AND MAY NOT BE COMPLETELY ACCURATE OR REPRESENTATIVE OF ACTUAL CONDITIONS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT OCCUR TO THE UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND/OR OWNER IN WRITING, OF ANY EXISTING DAMAGED UTILITIES PRIOR TO BEGINNING CONSTRUCTION. ANY UTILITIES OR FACILITIES DAMAGED DURING THE PROJECT BY THE CONTRACTOR OR EQUIPMENT SHALL BE PROMPTLY REPAIRED AT THE CONTRACTOR'S EXPENSE. HAND DIGGING TO PROTECT UTILITIES FROM DAMAGE SHOULD BE ANTICIPATED.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL CITY OF ELKINS LICENSING REQUIREMENTS, A VALID STATE CONTRACTOR'S LICENSE AND PAYING ALL STATE AND LOCAL B&O TAXES. ALL PERMITS MUST BE SECURED PRIOR TO CONSTRUCTION.
4. EXISTING BASE MAPPING FOR THIS PROJECT WAS PERFORMED BY THE THRASHER GROUP INC. IN JANUARY OF 2026. NAD 83 DATUM. AERIAL MAPPING FOR THIS PROJECT IS FROM APRIL OF 2022.
5. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION OF ALL PLAN AND ELEVATION DIMENSIONS OF THE VARIOUS WORK ITEMS ON THIS PROJECT.
6. THE CONSTRUCTION DRAWINGS REPRESENT THE PROPOSED LINES, GRADES, CROSS SECTIONS, AND APPURTENANCES TO ACCOMPLISH THE INTENT OF THE SCOPE OF WORK. CERTAIN INCIDENTAL ITEMS TO COMPLETE THE SCOPE OF WORK MAY NOT BE SHOWN.
7. ALL WORK PERFORMED AND ALL MATERIAL FURNISHED SHALL CONFORM TO THE LINES, GRADES, CROSS SECTIONS, DIMENSIONS, AND MATERIAL REQUIREMENTS SHOWN ON THE CONSTRUCTION DRAWINGS. THE CONSTRUCTION DRAWINGS SHOW THE CONSTRUCTION LINES, GRADES, DEPTHS AND DIMENSIONS ON WHICH ESTIMATED QUANTITIES ARE BASED. THE CONSTRUCTION LINES, GRADES, DEPTHS AND DIMENSIONS ARE SUBJECT TO VARIATION NECESSARY TO OBTAIN SUBGRADE AND/OR FINAL GRADE SATISFACTORY TO THE ENGINEER.
8. THE CONTRACTOR SHALL HAVE ON THE SITE AT ALL TIMES A COMPETENT SUPERINTENDENT CAPABLE OF READING AND UNDERSTANDING THE CONSTRUCTION DOCUMENTS AND THOROUGHLY EXPERIENCED IN THE TYPE OF WORK BEING PERFORMED, AND SHALL BE ABLE TO COORDINATE WITH THE ENGINEER.
9. ALL BROKEN CONCRETE & ASPHALT, TRASH, RUBBISH, ORGANICS & OTHER UNSUITABLE AND EXCESS MATERIAL SHALL BE DISPOSED OF OFF-SITE BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN ANY AND ALL NECESSARY PERMITS FOR OFF-SITE DISPOSAL / WASTE AREAS.
10. THE OWNER RESERVES THE RIGHT TO CONTRACT TO AND PERFORM OTHER OR ADDITIONAL WORK ADJACENT TO AND WITHIN THE WORK AREA COVERED BY THIS CONTRACT. WHEN SEPARATE CONTRACTS ARE LET WITHIN THE LIMITS OF ANY ONE PROJECT, EACH CONTRACTOR SHALL CONDUCT HIS WORK SO AS NOT TO INTERFERE WITH OR HINDER THE PROGRESS OR THE COMPLETION OF THE WORK BEING COMPLETED BY OTHER CONTRACTORS. THE CONTRACTORS WORKING ON THE SAME PROJECT SHALL COOPERATE WITH EACH OTHER AS ORDERED BY THE OWNER AND/OR ENGINEER.
11. STRIP TOPSOIL TO WHATEVER DEPTH IT MAY OCCUR FROM AREAS TO BE EXCAVATED, FILLED, OR GRADED IN A MANNER TO PREVENT INTERMIXING WITH UNDERLYING SUBSOIL OR WASTE MATERIALS. STOCKPILE TOPSOIL FOR USE IN FINISH GRADING, SEEDING, AND LANDSCAPING. STOCKPILE AWAY FROM EDGE OF EXCAVATIONS WITHOUT INTERMIXING WITH SUBSOIL. GRADE AND SHAPE STOCKPILES TO DRAIN SURFACE WATER. PROTECT TOPSOIL STOCKPILES USING EROSIONS AND SEDIMENT CONTROL MEASURES AS DIRECTED BY THE ENGINEER.
12. NO GEOTECHNICAL INVESTIGATION WAS PERFORMED FOR THIS PROJECT.
13. EXCAVATED MATERIALS MUST BE HAULED OFF SITE TO AN APPROVED WASTE AREA OR AS DIRECTED BY THE CITY OF ELKINS.
14. FILL SHALL BE PLACED IN LIFTS OF MAXIMUM LOOSE DEPTH OF 9 INCHES. THE MATERIAL SHALL BE COMPACTED TO AT LEAST 98 PERCENT OF MAXIMUM DRY DENSITY BENEATH PAVEMENTS, WALKS, STEPS, AND BUILDINGS AND 95 PERCENT OF MAXIMUM DRY DENSITY IN OTHER AREAS AT MOISTURE CONTENT WITHIN ± 3 PERCENT OF THE OPTIMUM AS DETERMINED BY ASTM D698. IF FILL FAILS COMPACTION TESTING, THE CONTRACTOR SHALL REWORK (RE-COMPACT, WATER AND RE-COMPACT, EXCAVATE AND DRY, ETC.) THE MATERIAL TO ACHIEVE THE SPECIFIED COMPACTION. THE CONTRACTOR MAY BE REQUIRED BY THE ENGINEER TO EXCAVATE FILL AND REPLACE WITH MATERIALS CAPABLE OF MEETING THE COMPACTION SPECIFICATIONS.
15. WHERE THE SUBGRADE OR LAYER OF SOIL MATERIAL MUST BE MOISTURE CONDITIONED BEFORE COMPACTION, UNIFORMLY APPLY WATER TO THE SURFACE OF THE SUBGRADE, OR LAYER OF SOIL MATERIAL, TO PREVENT FREE WATER APPEARING ON THE SURFACE DURING OR SUBSEQUENT TO COMPACTION OPERATIONS.
16. REMOVE AND REPLACE, OR SCARIFY AND AIR DRY, SOIL MATERIAL THAT IS TOO WET TO PERMIT COMPACTION TO SPECIFIED DENSITY. SOIL MATERIAL THAT HAS BEEN REMOVED BECAUSE IT IS TOO WET TO PERMIT COMPACTION MAY BE STOCKPILED OR SPREAD AND ALLOWED TO DRY. ASSIST DRYING BY DISKING, HARROWING OR PULVERIZING, UNTIL THE MOISTURE CONTENT IS REDUCED TO A SATISFACTORY VALUE, AS DETERMINED BY MOISTURE-DENSITY RELATION TESTS.
17. IN THE EVENT AN ERROR WITH THE PLANS SEEMS APPARENT, THE MATTER MUST BE TAKEN UP WITH THE ENGINEER FOR CAREFUL REVIEW BEFORE PROCEEDING WITH CONSTRUCTION.
18. IN AREAS TO RECEIVE FILL AND AT THE FINAL CUT SUBGRADE, PROOF ROLL AND COMPACT THE EXPOSED GROUND SURFACE FOLLOWING CLEARING AND GRUBBING AND ANY REQUIRED EXCAVATION WITH A MINIMUM OF FOUR PASSES OF AN APPROVED COMPACTOR. PROOF ROLLING SHALL BE UNDER THE OBSERVATION OF THE ENGINEER AS DESCRIBED HEREIN. IMMEDIATELY FOLLOWING THE COMPLETION OF EXCAVATION TO PROPOSED SUBGRADES IN CUT AREAS, PROOF ROLLING SHALL BE PERFORMED AS SPECIFIED. ANY AREAS WHICH DEFECT, RUT, OR PUMP UNDER THE LOADED DUMP TRUCK SHALL BE UNDERCUT AND REPLACED WITH COMPACTED FILL MATERIAL OR STONE BASE COURSE AS DIRECTED BY THE ENGINEER. IF UNDERCUT IS REQUIRED BEFORE PLACEMENT OF INITIAL FILL LIFT, THE CONTRACTOR SHALL CONTACT OWNER AND ENGINEER TO DISCUSS COMPENSATION BEFORE PROCEEDING.
19. THE CONTRACTOR SHALL PROVIDE TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES AND OTHER ACTIONS AS REQUIRED BY LOCAL AND STATE REGULATIONS OR REQUESTED BY ENGINEER. THE CONTRACTOR WILL BE RESPONSIBLE FOR MAINTAINING OR MODIFYING SEDIMENT CONTROL MEASURES DURING CONSTRUCTION IN ORDER TO PREVENT EROSION.
20. EROSION AND SEDIMENT CONTROL DETAILS NOT SHOWN IN THE PLANS SHALL BE IN ACCORDANCE WITH THE WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION EROSION AND SEDIMENT CONTROL MANUAL, LATEST EDITION.
21. ALL QUALITY CONTROL TESTING AND INSPECTION SHALL BE PERFORMED BY A QUALIFIED TESTING AGENCY AND WILL BE PAID FOR BY THE OWNER. TESTING SHALL BE PERFORMED FOR SOILS, SUBGRADE, AGGREGATE BASE COURSE, CONCRETE, AND ASPHALT.
22. IF SUBSURFACE DRAINAGE/SPRINGS ARE ENCOUNTERED DURING CONSTRUCTION. THE CONTRACTOR SHALL CONSULT WITH THE ENGINEER IN ORDER TO PROVIDE AN ADEQUATE CONNECTION TO THE EXISTING OR PROPOSED DRAINAGE CONVEYANCE SYSTEM.

1. LOCATE ALL EXISTING UTILITIES. THE CONTRACTOR SHALL NOTIFY MISS UTILITY OF WEST VIRGINIA AT 1-800-245-4848 AT MINIMUM OF (2) DAYS PRIOR TO ANY EXCAVATION OR CONSTRUCTION.
2. INSTALL ALL PERIMETER AND EROSION AND SEDIMENT CONTROLS.
3. EXCAVATE AND ROUGH GRADE ROAD
4. INSTALL DRAINAGE FACILITIES
5. COMPLETE FINE GRADING AND PREPARATION OF SUBGRADE FOR SUB-BASE MATERIAL. ALL DISTURBED AREAS SHALL BE DRESSED TO A NEAT AND FINISHED APPEARANCE.
6. INSTALL STONE AND ASPHALT PAVING IF IT IS AN APPROVED ALTERNATE.
7. SEED AND MULCH DISTURBED AREAS.
8. REMOVE EROSION AND SEDIMENT CONTROL FACILITIES AND DRESS AND STABILIZE AS REQUIRED.
9. FINAL PROJECT CLEANUP AND DEMOBILIZATION.

	EXISTING 1' CONTOURS
	PROPOSED 1' CONTOURS
	EXISTING PROPERTY LINE
	EDGE OF PAVEMENT
	EXISTING GRAVEL
	EXISTING OVERHEAD ELECTRIC
	EXISTING GAS LINE
	EXISTING WATER LINE
	EXISTING WATER METER
	EXISTING UTILITY POLE
	EXISTING CONTROL POINT
	EXISTING GAS VALVE
	EXISTING WATER VALVE
	PROPOSED ASPHALT
	PROPOSED LIMIT OF DISTURBANCE
	PROPOSED INLET PROTECTION
	PROPOSED BELTED SILT RETENTION FENCE
	PROPOSED GRASS LINED DITCH
	PROPOSED DRAIN PIPE
	PROPOSED DRAIN INLET

OWNER CITY OF ELKINS 4TH STREET ELKINS, WV 26241 ATTN: MIKE KESECKER	<u>MISS UTILITY</u> 1-800-245-4848 http://www.muwv.org <u>MON POWER</u> ATTN: RYAN NESTOR (304) 686-0022	<u>SANITARY SEWER</u> CITY OF ELKINS ATTN: WHITNEY HYMES 304-636-1122
<u>ENGINEER</u> JE THRASHER GROUP, INC. 10 WHITE OAKS BOULEVARD BRIDGEPORT, WV 26330 ATTN: RICHARD HOVATTER, P.E.	<u>GAS</u> MOUNTAINEER GAS ATTN: MICHAEL LEWIS 1-800-834-2070	<u>WATER</u> CITY OF ELKINS ATTN: WES LAMBERT 681-298-5200
		<u>COMMUNICATIONS</u> FRONTIER ATTN: DEREK TAYLOR 304-250-1686

OPTIMUM
ATTN:
66-950-3278

CITYNET
ATTN: ERIC PRICE
304-848-6228

THRASHER
THE THRASHER GROUP INC.
600 WHITE OAKS BLVD.,
P.O. BOX 940
BRIDGEPORT, VT 05633

P (304) 624-4108
F (304) 624-7831

www.thethrashergroup.com

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**ELLIS AVENUE
EXTENSION**
CITY OF ELKINS
401 DAVIS AVE., ELKINS, WV 26241

DRAWN: _____ DATE: _____
 CHECKED: _____ DATE: _____
 APPROVED: _____ DATE: _____

PROJECT No. T30-11830

GENERAL NOTES

SHEET No



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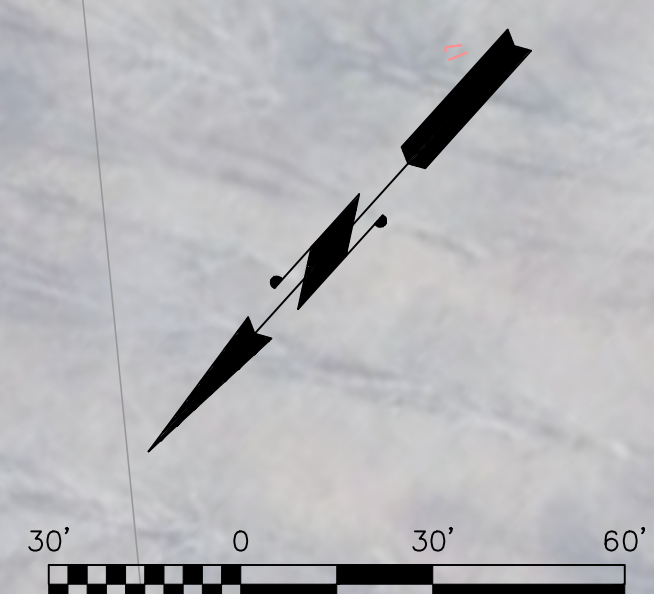
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EXTENSION**
CITY OF ELKINS
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 CHECKED: _____ DATE: _____
 APPROVED: _____ DATE: _____

PROJECT No. T30-11830

EXISTING CONDITIONS

SHEET No. _____



DESCRIPTION

401 DAVIS AVE., ELKINS, WV 26241

PROJECT No. T30-11830

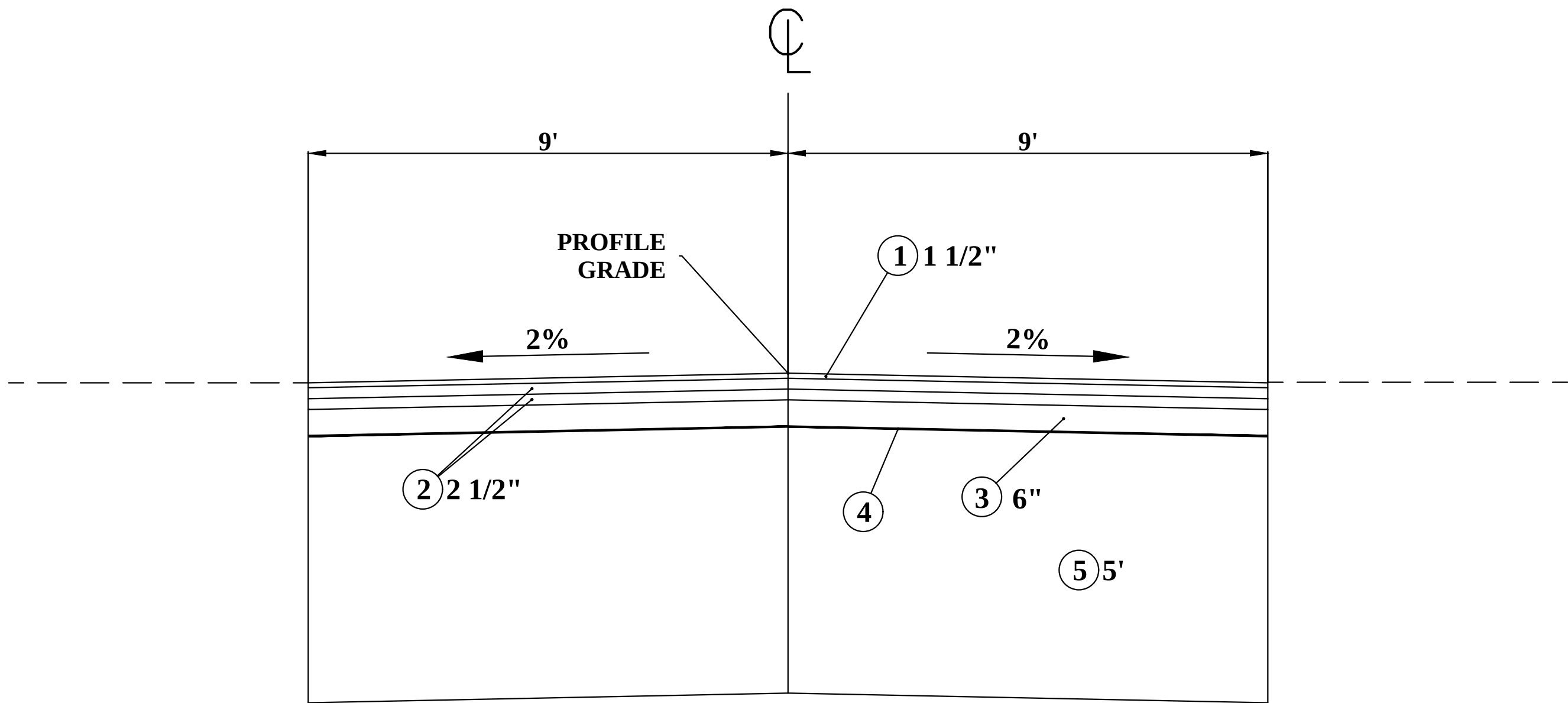
SHEET No. _____

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Profile view showing the proposed grade (solid red line) and existing ground (dashed black line) for the road. The horizontal axis represents stationing from 0+00 to 3+39. The vertical axis represents elevation in feet from 1890 to 1950. The proposed grade is a straight line with a slope of -0.19%. Elevation data points are listed above the profile.

Station	Elevation (ft)
0+00	1909.74
0+06	1909.63
0+50	1909.52
0+52	1909.52
0+08	1909.08
0+47	1907.47
0+03	1909.03
0+91	1908.91
0+33	1908.33
0+00	1909.00
0+00	1909.00
0+00	1909.00
0+06	1909.06
0+00	1909.00
0+00	1909.00

①	MARSHALL ASPHALT WEARING COURSE, TYPE 1 - WVDOH ITEM #401002-020 TON - ALTERNATE
②	MARSHALL ASPHALT BASE COURSE, TYPE 2 - WVDOH ITEM #401001-023 TON - ALTERNATE
③	AGGREGATE BASE COURSE, CLASS I - WVDOH ITEM #307001-000 CY
④	FABRIC FOR SEPARATION WVDOH ITEM #207034-000 SY
⑤	5' UNDERCUT BACKFILLED WITH 4' SHOTROCK TOPPED WITH 1' OF 1 1/2" CRUSHER RUN



TYPICAL SECTION

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**ELLIS AVENUE
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CITY OF ELKINS
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DRAWN: DATE:
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APPROVED: DATE:
PROJECT No. _____
T30-11830

PROFILE

SHEET No

4.1

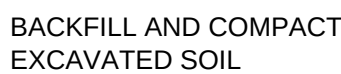
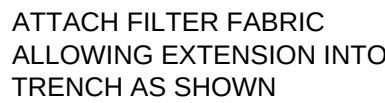


NOTE:

1. SET SILT FENCE PARALLEL TO THE CONTOURS AT ALL POINTS ALONG ITS LENGTH



SILT FENCE
NOT TO SCALE



BUILDING SILT FENCE - STEP BY STEP PROCEDURE

NOT TO SCALE



1/2" REBARs AT 8" C/C
AROUND PERIMETER

NOTE:

1. SHALLOW FRAMES ARE ONLY TO BE USED IN THE LAWN AREAS.

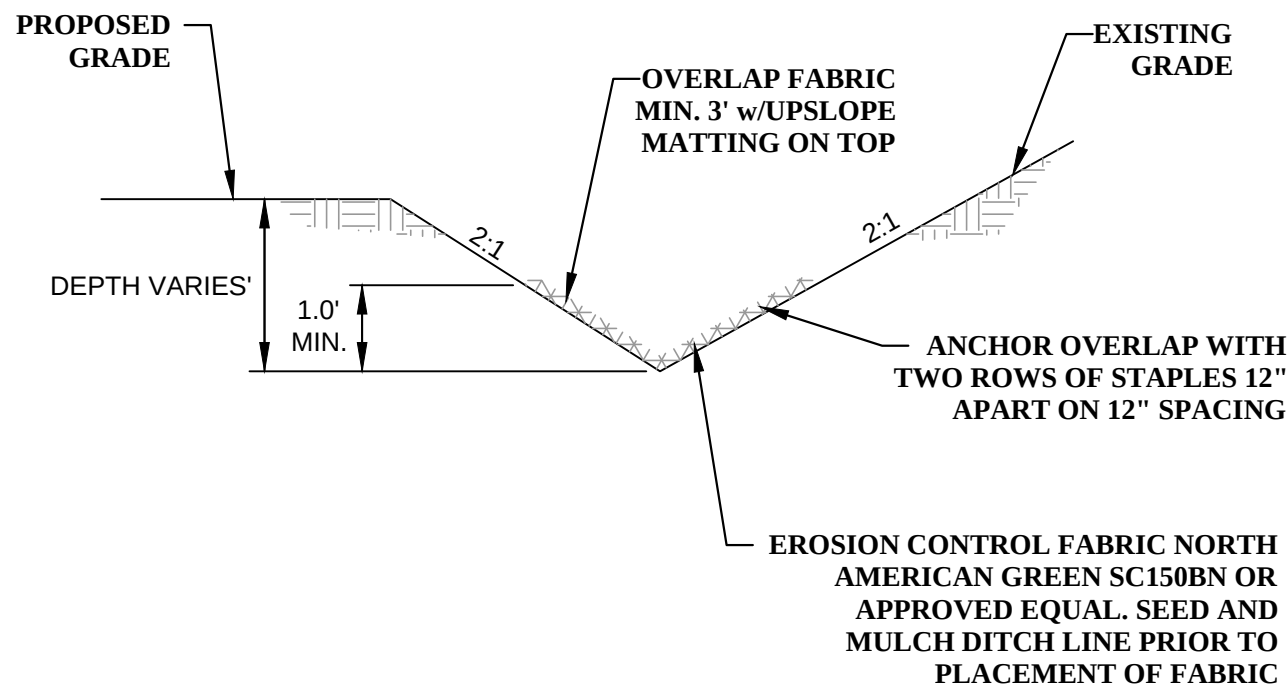


TYPE B INLET
NOT TO SCALE



NOTE:

1. INSTALL WHERE DITCHLINE SLOPES ARE LESS THAN 8%



VEGETATED INTERCEPTOR DITCH

NOT TO SCALE

THE THRASHER GROUP INC.
600 WHITE OAKS BLVD,
P.O. BOX 940
BRIDGEPORT, WV 26330

P (304) 624-4108
F (304) 624-7831

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CITY OF ELKINS
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DATE:

PROJECT No.

T30-11830

DETAILS

SHEET No. _____

6

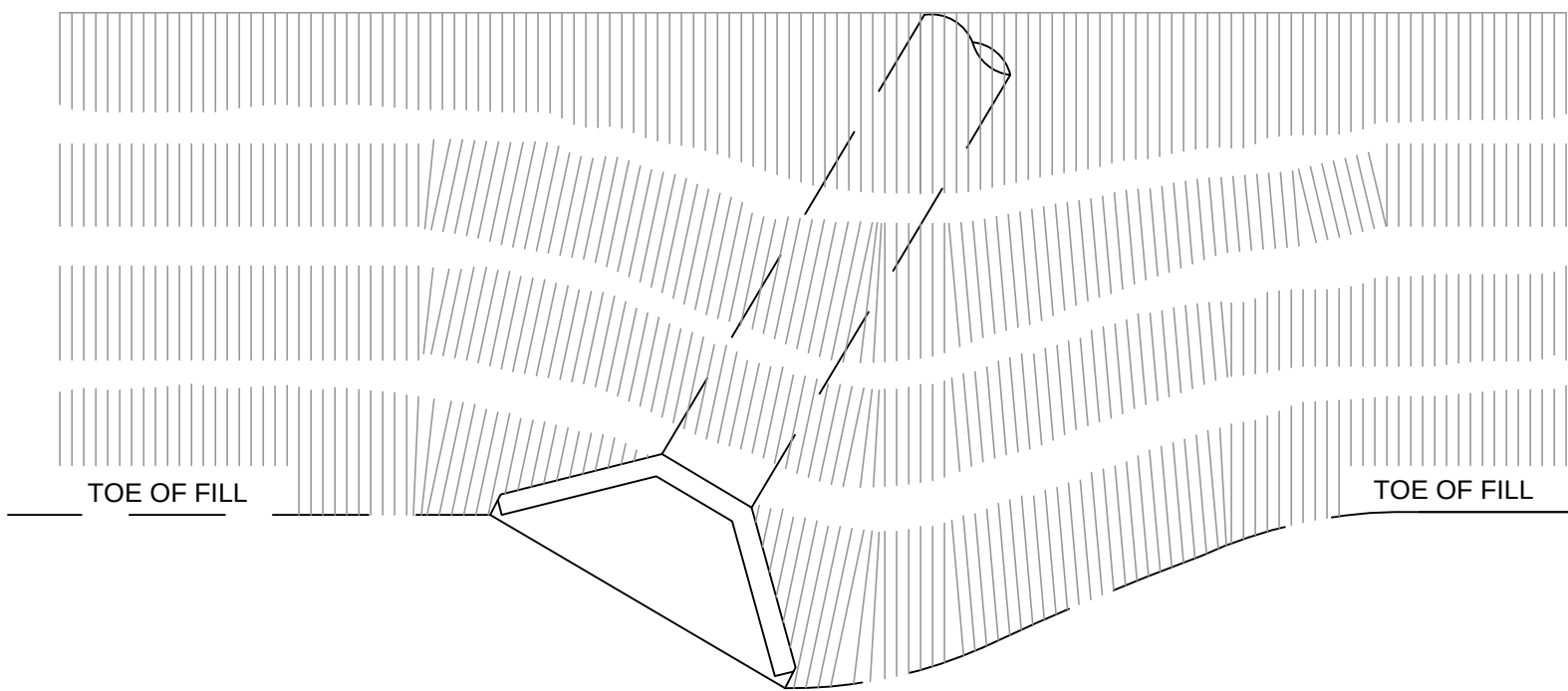
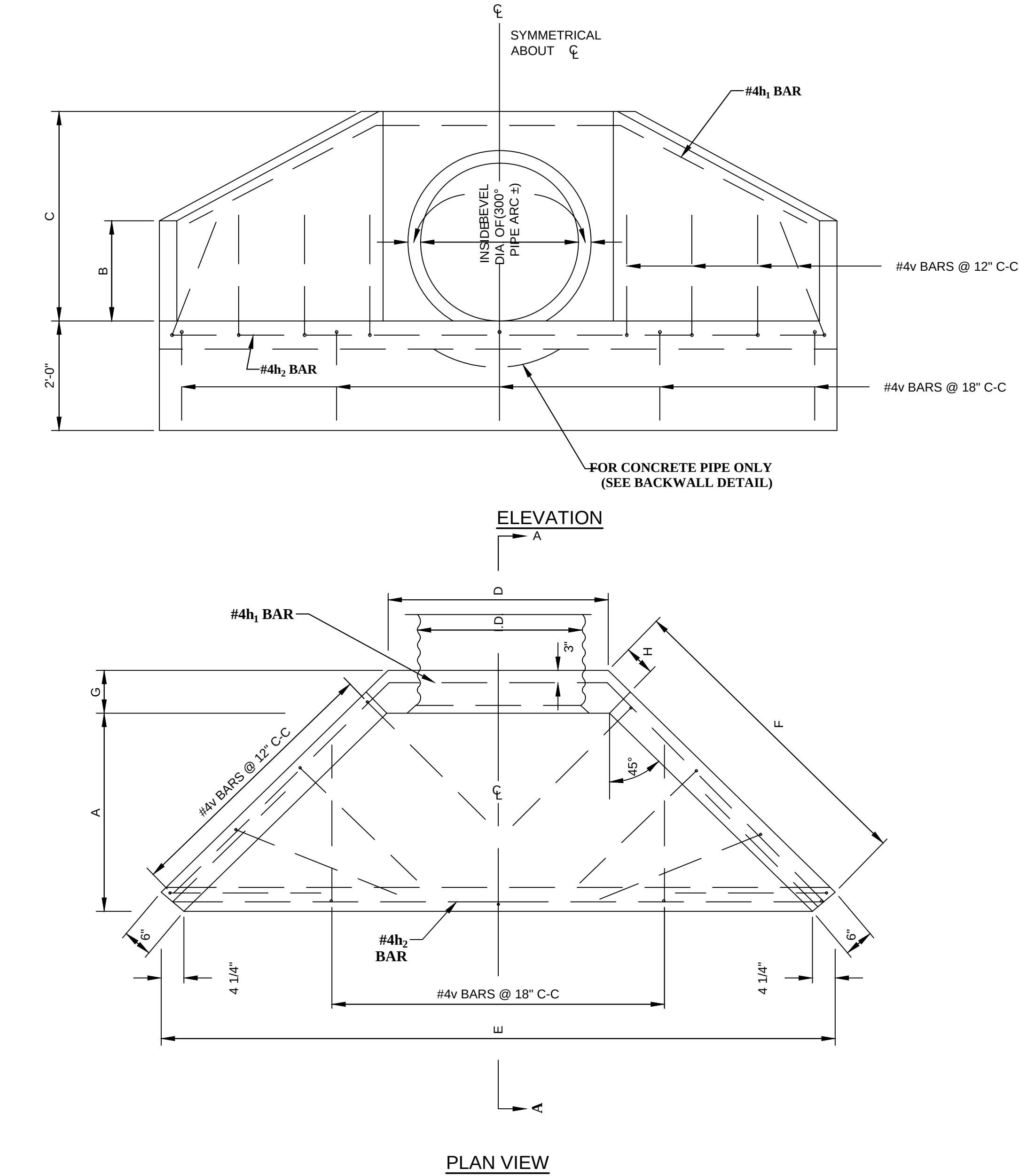


PARTIAL SECTION A-A
WITH OPTIONAL SHALLOW FRAME



TYPE A INLET
NOT TO SCALE

1. THIS INLET SHOULD ONLY BE SPECIFIED WHEN ABUTTING CONCRETE PAVEMENT.
2. THE FINAL INSTALLED TOP SURFACE OF INLET AND GRATE SHALL BE FLUSH WITH ADJACENT FINISHED SURFACES SUCH AS PAVEMENT, GUTTERS, CURBS, AND SIDEWALKS. TOP OF GRATE ELEVATION, IF SHOWN ON PLANS, IS FOR INFORMATION ONLY.
3. CONSTRUCTION MAY BE CAST-IN-PLACE, PRECAST IN ONE OR MORE MULTIPLE SECTIONS, OR ANY COMBINATION OF CAST-IN-PLACE AND PRECAST.
4. REBARS ARE TO BE INSTALLED AT THE THIRD POINTS TO CONNECT CURB TO INLET. REBARS ARE NOT REQUIRED IF CURB IS POURED MONOLITHICALLY WITH THE INLET OR IF TYPE V OR VI MEDIAN IS SPECIFIED ON THE PLANS.
5. FOR DETAILS OF GRATE SUPPORT BAR, SHALLOW FRAME, AND GRATES (TWO REQUIRED), SEE INLET CASTINGS STANDARD SHEET DR6-X. USE OF THE SHALLOW FRAME WILL BE LIMITED TO ROADWAYS OR CONSTRUCTED OF CONCRETE PAVEMENT. IF ADJACENT ROADWAY IS BUILT OF HOT MIX ASPHALT PAVEMENT, THE FRAME AS REQUIRED FOR A TYPE F INLET (STANDARD SHEET DR6F) WILL BE REQUIRED.
6. THE CONTRACTOR MAY, AT HIS OPTION, OMIT USE OF THE FRAME BY FORMING A LEDGE IN THE CONCRETE.
7. SPECIAL CARE SHALL BE EXERCISED IN FORMING THE 2" WIDE CONCRETE LEDGE TO PROVIDE A SMOOTH, EVEN SURFACE FOR SUPPORTING THE GRATES IF THE SHALLOW FRAME IS NOT USED. NO PROJECTIONS SHALL EXIST ON THE BEARING SURFACES OF THE LEDGE OR THE GRATES, AND THE GRATES SHALL SEAT ON THE LEDGE WITHOUT ROCKING.
8. OPTIONAL CONSTRUCTION JOINTS LABELED "CJ" MAY BE ROUGHENED CONCRETE, KEYED OR DOWELED AS PER THE TYPICAL DETAILS SHOWN HEREIN OR APPROVED BY THE ENGINEER. NON SHRINK GROUT MEETING THE REQUIREMENTS OF SUBSECTION 715.5 OF THE SPECIFICATIONS MAY BE USED TO A DEPTH OF 1/2" FOR LEVELING BETWEEN PRECAST SECTIONS. THICKER DEPTHS WILL BE ALLOWED IF AS PER THE MANUFACTURER'S RECOMMENDATIONS.
9. PC (MINIMUM PIPE COVER) SHALL BE 12" BELOW INLET TOP FOR PIPES PLACED UNDER SIDEWALK OR GRASSED AREA OR 24" BELOW INLET TOP FOR PIPES PLACED UNDER PAVEMENT OR SHOULDER.
10. CURB, IF SPECIFIED, MAY BE EITHER CONCRETE PLACED ON THE INLET BACKGROUND AS DETAILD HEREIN OR AN APPROVED CURB BOX AS MANUFACTURED WITH THE GRATE AND FRAME. DETAILS OF THE CURB BOX SHOULD REASONABLY CONFORM TO THE STANDARD CURB AS SPECIFIED ON THE PLANS. THE CURB WILL BE PAID FOR PER SECTION 610, IN EITHER CASE.
11. THIS INLET SHALL NOT BE PLACED IN A PEDESTRIAN CROSSWALK.
12. THE MINIMUM DISTANCE FROM THE TOP OF ANY PIPE OPENING TO ANY CONSTRUCTION JOINT ABOVE THE OPENING SHALL BE FOUR (4) INCHES.
13. THE NUMBER AND LOCATION OF PIPE OPENINGS SHALL BE AS SHOWN IN THE PLANS. THE CONTRACTOR AT NO ADDITIONAL COST, SHALL BE RESPONSIBLE FOR ANY TEMPORARY BRACING REQUIRED TO TRANSPORT PRECAST INLET SECTIONS DUE TO MULTIPLE OPENINGS.



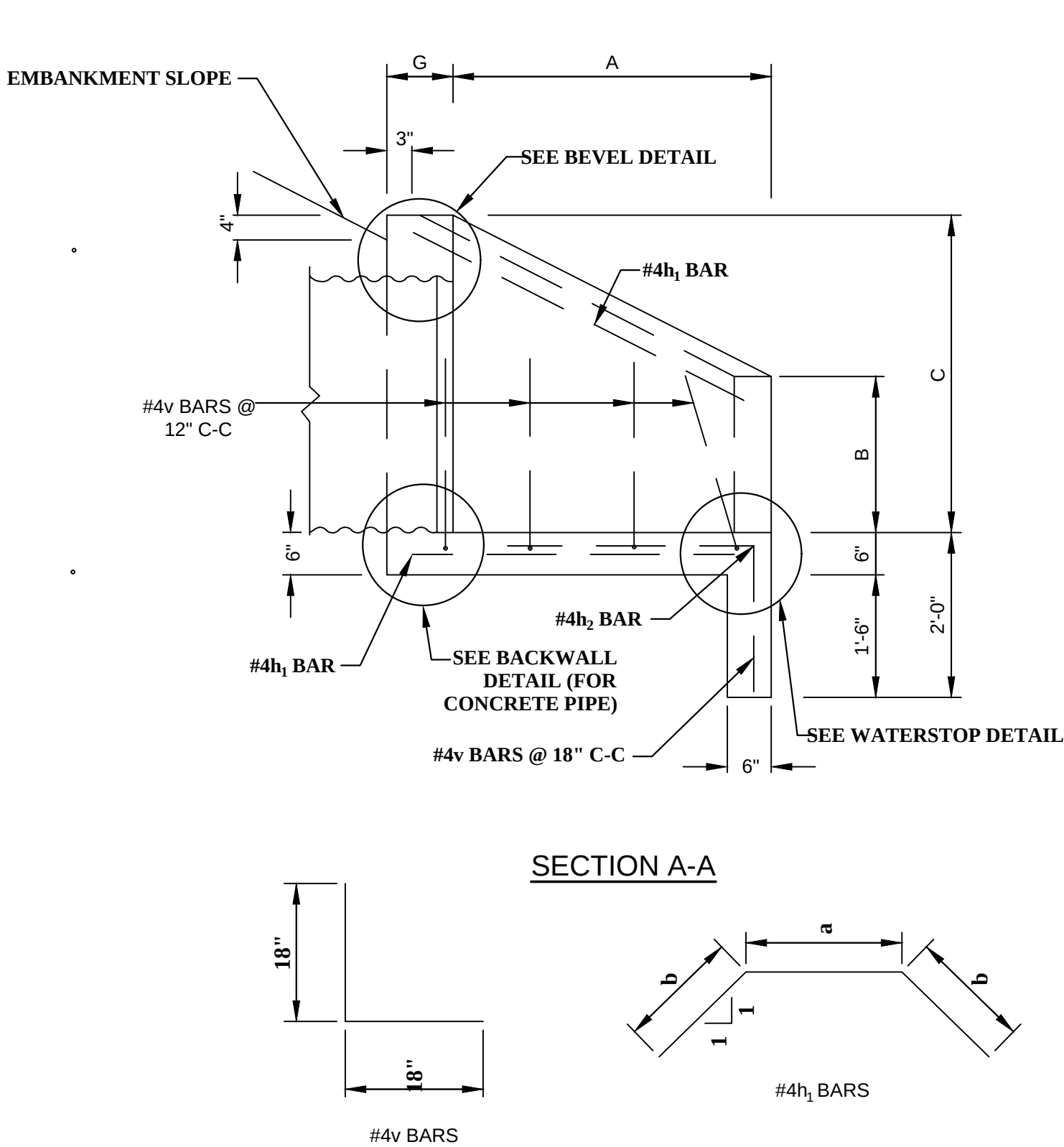
CONSTRUCTION DETAIL - SKEWED PIPE

NOTES:

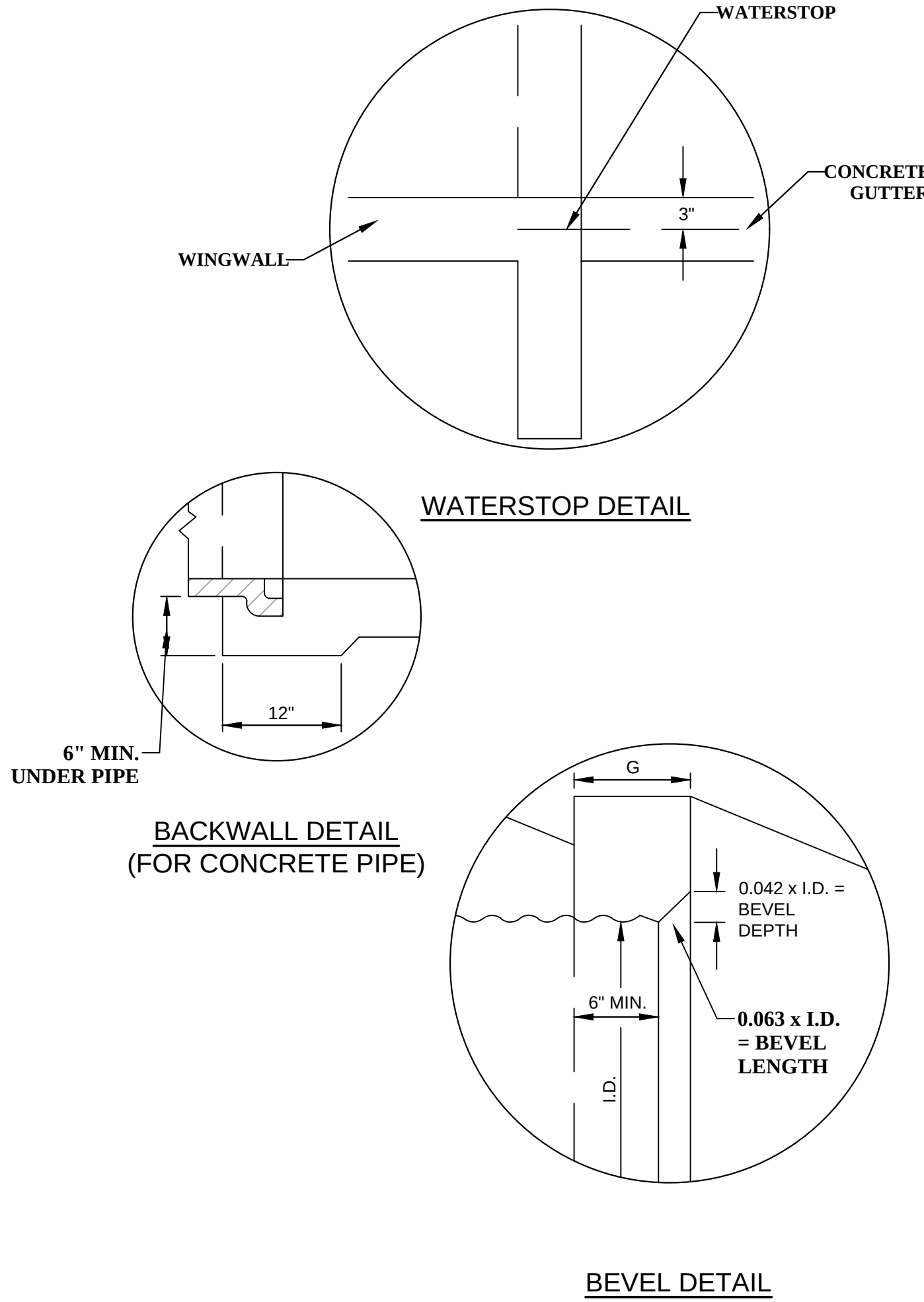
- ALL CONCRETE SHALL BE CLASS B CONCRETE.
- REINFORCING STEEL SHALL BE NEW BILLET STEEL AND SHALL CONFORM TO THE REQUIREMENTS OF 709.1 OF THE SPECIFICATIONS.
- THE COVERING FOR REINFORCING STEEL SHALL BE 2" MEASURED FROM THE SURFACE OF THE CONCRETE TO THE FACE OF THE BAR, UNLESS OTHERWISE NOTED ON THE PLANS. REINFORCEMENT IN MEMBERS WHERE CONCRETE IS DEPOSITED ON THE GROUND SHALL HAVE 3" OF CONCRETE FROM THE FACE OF THE BAR TO THE GROUND CONTACT SURFACE.
- ALL EXPOSED EDGES SHALL HAVE A 3/4" x 45° CHAMFER. CHAMFER ON VERTICAL EDGES SHALL BE CONTINUED A MINIMUM OF ONE FOOT BELOW FINISHED GROUND LINE.
- WHEN WINGWALLS ARE PLACED ON THE INLET END OF CORRUGATED METAL OR STRUCTURAL PLATE PIPE, A BEVEL SHALL BE SET IN FROM THE FACE OF THE WALL AS SHOWN ON THE "BEVEL DETAIL", AND THE BEVEL CONSTRUCTED FROM THE END OF THE PIPE TO THE FACE OF THE WALL.
- WHEN WINGWALLS ARE PLACED ON THE INLET END OF CONCRETE PIPE, THE "BELL" OR "GROOVE" OF THE PIPE SHALL BE PLACED IN THE WALL, AND THE INSIDE OF THE "BELL" OR "GROOVE" SHALL BE FILLED WITH CONCRETE UP TO THE FLOW LINE.
- BEVELS ARE NOT REQUIRED ON OUTLET WINGWALLS OR ON INLET WINGWALLS FOR CONCRETE PIPE.
- KEYED OR DOWELED TYPE CONSTRUCTION JOINTS. ACCEPTABLE TO THE ENGINEER, MAY BE USED DURING CONSTRUCTION.
- IF EMBANKMENT SLOPE ABOVE WINGWALLS IS FLATTER THAN 2:1, PROVIDE WINGS FOR 2:1 SLOPE AND WARP EMBANKMENT TO 2:1 SLOPE AT WINGWALL.
- THE PAY QUANTITY FOR WINGWALLS, CONSTRUCTED IN ACCORDANCE WITH THE DETAILS HEREIN, WILL BE THE CUBIC YARDS OF CLASS B CONCRETE SPECIFIED ON THIS SHEET. COST OF ALL REINFORCING STEEL SHALL BE INCLUDED IN THE UNIT PRICE BID FOR CLASS B CONCRETE.
- WATERSTOP MEETING THE REQUIREMENTS OF 708.10 SHALL BE PLACED AS SHOWN WHEN CONCRETE GUTTER IS TO ABUT THE WINGWALL.

INSIDE DIA. OF PIPE	SLOPE OF FILL	DIMENSIONS								REINFORCEMENT						QUANTITIES			
		A	B	C	D	E	F	G	H	MARK	SIZE	NO. OF BARS	LENGTH			TYPE	CONC. (RCP) C.Y.	CONC. (CMP or SPP) C.Y.	STEEL LBS.
													a	b	TOTAL				
12"/15"	2:1	2'-0"	0'-10"	1'-11"	2'-0"	6'-7 1/2"	3'-3 1/4"	0'-8"	0'-5 3/8"	h ₁	#4	2	1'-10"	3'-2 1/2"	8'-3"	BENT	0.61	0.62	41.2
		1/2'-2"						0'-6"	0'-2 1/2"	h ₂	#4	1			6'-1"	ST.			
		BEVEL: DEPTH = 3/4" - LENGTH = 1"						v	#4	13	3'-0"	BENT							
18"	2:1	2'-0"	1'-1"	2'-2"	2'-3"	6'-10 1/2"	3'-3 1/4"	0'-8"	0'-5 3/8"	h ₁	#4	2	2'-1"	3'-2 1/2"	8'-6"	BENT	0.67	0.68	41.8
		1/2'-2"						0'-6"	0'-2 1/2"	h ₂	#4	1			6'-4"	ST.			
		BEVEL: DEPTH = 3/4" - LENGTH = 1 1/4"						v	#4	13	3'-0"	BENT							
24"	2:1	2'-8"	1'-4"	2'-9"	2'-11"	8'-10 1/2"	4'-2 1/2"	0'-8"	0'-5 3/8"	h ₁	#4	2	2'-9"	4'-1 1/2"	11'-0"	BENT	1.01	1.02	52.4
		1/2'-10"						0'-6"	0'-2 1/2"	h ₂	#4	1			8'-4"	ST.			
		BEVEL: DEPTH = 1" - LENGTH = 1 1/2"						v	#4	16	3'-0"	BENT							
30"	2:1	3'-1"	1'-7"	3'-3"	3'-5"	10'-4 1/2"	4'-11"	0'-9"	0'-6 3/4"	h ₁	#4	2	3'-3"	4'-10 1/2"	13'-0"	BENT	1.32	1.37	58.1
		1/3'-4"						0'-6"	0'-2 1/2"	h ₂	#4	1			9'-10"	ST.			
		BEVEL: DEPTH = 1 1/4" - LENGTH = 2"						v	#4	17	3'-0"	BENT							
36"	2:1	3'-9"	1'-10"	3'-10"	4'-1"	12'-4 1/2"	5'-10 1/2"	0'-9"	0'-6 3/4"	h ₁	#4	2	3'-11"	5'-9 1/2"	15'-6"	BENT	1.79	1.86	70.8
		1/4'-0"						0'-6"	0'-2 1/2"	h ₂	#4	1			11'-10"	ST.			
		BEVEL: DEPTH = 1 1/2" - LENGTH = 2 1/4"						v	#4	21	3'-0"	BENT							

* DIMENSIONS FOR INLET WINGWALLS ON CORRUGATED METAL PIPE (TO ACCOMMODATE THE BEVEL).
† DIMENSIONS FOR INLET WINGWALLS ON CONCRETE PIPE AND ALL OUTLET WINGWALLS.



DETAIL OF BENT BARS



THRASHER
THE THRASHER GROUP, INC.
600 WHITE OAKS BLVD,
P.O. BOX 940
BRIDGEPORT, WV 26330
P (304) 624-4108
F (304) 624-7831
www.thethrashergroup.com

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PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

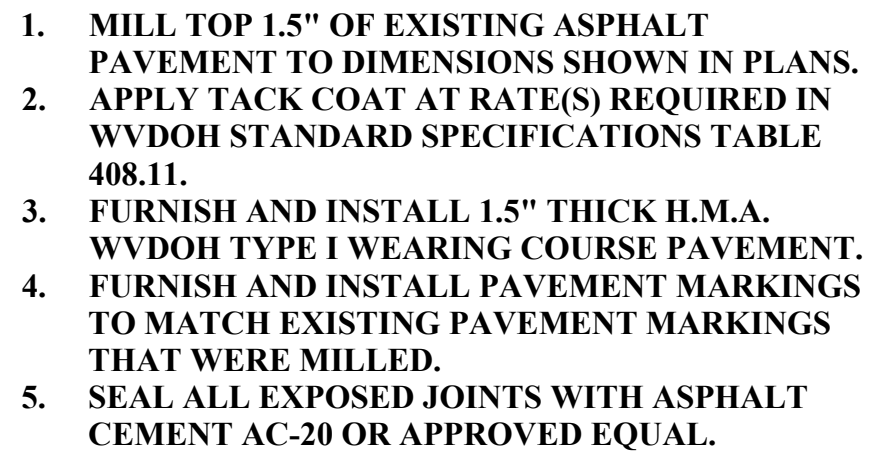
NO. BY DATE DESCRIPTION

ELLIS AVENUE
EXTENSION
CITY OF ELKINS
401 DAVIS AVE., ELKINS, WV 26241

DRAWN: DATE:
CHECKED: DATE:
APPROVED: DATE:
PROJECT No. T30-11830

DETAILS

SHEET No. 8

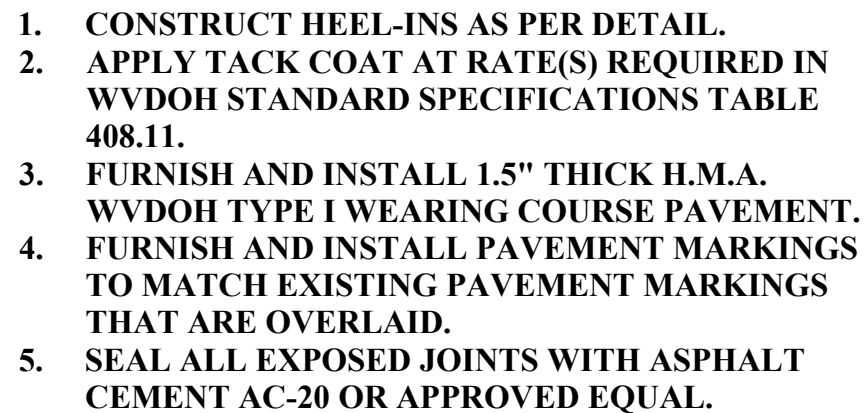
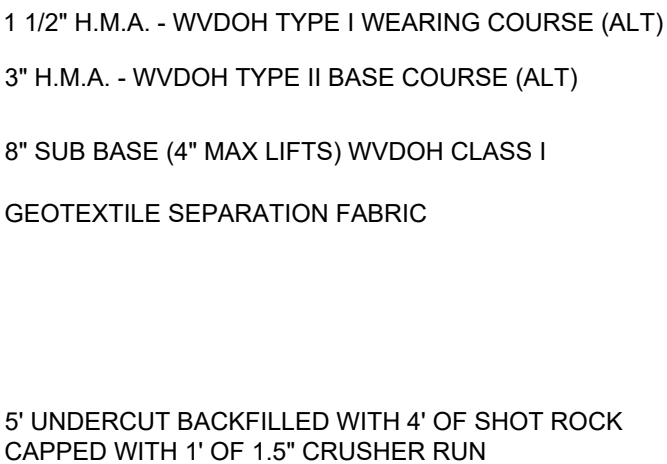


OVERLAY DETAIL
NOT TO SCALE



POSTED SPEED LIMIT	"A" (FEET)
25 MPH	12
30 TO 45 MPH	14
40 TO 45 MPH	16
50 TO 55 MPH	18

FULL DEPTH PAVEMENT DETAIL
NOT TO SCALE



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DESCRIPTION

**ELLIS AVENUE
EXTENSION**
CITY OF ELKINS
401 DAVIS AVE., ELKINS, WV 26241

DRAWN: _____ DATE: _____
 CHECKED: _____ DATE: _____
 APPROVED: _____ DATE: _____

PROJECT No. T30-11830

DETAILS

SHEET No

CITY OF ELKINS
ELLIS AVENUE EXTENSION

Cost Estimate

August 6, 2026

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
<i>Road Extension</i>			
Clearing and Grubbing	1 LS@	\$5,000.00 /LS	\$5,000.00
Mobilization	1 LS@	\$35,000.00 /LS	\$35,000.00
Unclassified Excavation	200 CY@	\$30.00 /CY	\$6,000.00
5 ft. Undercut Backfilled with 4 ft. Shot Rock and 1 ft. of 1 1/2 in. Crusher Run	950 CY@	\$65.00 /CY	\$61,750.00
Asphalt Milling 1 1/2 in.	950 SF@	\$1.00 /SF	\$950.00
Fabric for Seperation	570 SY@	\$2.00 /SY	\$1,140.00
Aggregate base Course, Class 1 (8")	270 CY@	\$75.00 /CY	\$20,250.00
18 Inch Corrugated Polyethylene Pipe	1,560 LF@	\$100.00 /LF	\$156,000.00
Type A Inlet	5 EA@	\$5,000.00 /EA	\$25,000.00
Type B Inlet	5 EA@	\$4,500.00 /EA	\$22,500.00
Modified 18 in. Wingwall	1 EA@	\$7,500.00 /EA	\$7,500.00
Modified Type G Inlet	4 EA@	\$5,000.00 /EA	\$20,000.00
Erosion Sediment Control	1 LS@	\$5,000.00 /LS	\$5,000.00
<i>Alternates</i>			
Mashall Hot-Mix Asphalt Wearing Course, Type 1 (1 1/2 in.)	60 TN@	\$130.00 /TN	\$7,800.00
Mashall Hot-Mix Asphalt Base Course, Type 2 (5 in.)	170 TN@	\$120.00 /TN	\$20,400.00
Subtotal Less Alternates			\$366,090.00
Construction Contingency 10%			<u>\$36,609.00</u>
TOTAL CONSTRUCTION COST LESS ALTERNATES			\$402,699.00
Subtotal With Alternates			\$394,290.00
Construction Contingency With Alternates 10%			<u>\$39,429.00</u>
TOTAL CONSTRUCTION COST INCLUDING ALTERNATES			\$433,719.00



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	635 Capital Street stormwater issues
Recommended By:	Operations Manager, Chief Wastewater Operator
Summary:	The Committee will review and discuss a proposed emergency project to reroute sanitary sewer and stormwater lines currently located beneath or near a residence on Capital Street. Discussion will address the need for the work, the general proposed approach, City and contractor responsibilities, easements and agreements with affected property owners, the proposed procurement process, and the status of contractor outreach.
Fiscal Impact:	TBD
Recommendation:	Review presented information and make recommendations to Council as appropriate
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Downtown sound system update
Recommended By:	City Clerk
Summary:	The Clerk will present a preliminary proposal for improving the downtown sound system through a greater number of lower-volume speakers, including estimated costs for four-block and eight-block systems. The Committee will consider whether the project merits further evaluation and possible referral to the Finance Committee and Council before an RFP is developed.
Fiscal Impact:	TBD
Recommendation:	Consider for recommendation to Finance
Attachments:	1. Memo - sound system overview and next steps - 2026_09_11

MEMORANDUM

To: Municipal Properties Committee

From: Sutton Stokes, City Clerk

Date: September 11, 2026

Re: Downtown Audio System Preliminary Proposal and Cost Estimate

Following my meeting with Chris Newsom, the consultant advising the City on this project, his recommendation is to retain the general type of speaker previously selected but substantially increase the number of speakers and operate them at lower volume. This “high density” approach is intended to provide targeted coverage at the pedestrian level throughout the downtown area while reducing unwanted “spillover” effects on residences and businesses. Depending on whether the system covers four or eight blocks, the preliminary cost is estimated at approximately \$75,000–\$170,000. This memorandum summarizes the proposed system, preliminary costs, questions still to be answered, and recommended next steps before an RFP is issued.

Proposed Approach

- The **previous system** used only approximately **three to four speakers per block**, leaving too few speakers to cover the area effectively. As a result, they had to be operated at higher volume, causing discomfort in adjacent businesses and residences.
- The **proposed approach** would increase coverage to approximately **10–12 speakers per block**, generally two speakers mounted back-to-back on each available utility pole.
- This proposed greater number of speakers would create interlocking zones of sound. Operating them at lower volume should provide more consistent sidewalk-level coverage while reducing the impact on residences, upper floors, and adjoining businesses.
- For the core area extending approximately one block in each direction from Third Street and Davis Avenue, or four total blocks, we should plan on approximately **48 speakers**.
- The City’s existing Electro-Voice weatherized speakers are essentially the type of speaker that should be used. New units currently cost approximately **\$600 each**.
- The City’s 12 existing speakers may be suitable for reuse. Their condition should be evaluated by the selected installer as part of the RFP. If they remain serviceable, the

City could purchase additional units of the same type. Otherwise, the successful bidder should be required to procure and install either the same or equivalent kind of premium, lightweight, high-performance, weatherized outdoor speaker.

- We will also need to confirm with FirstEnergy whether two speakers may be mounted on each utility pole and how low the speakers may be placed.

Preliminary Cost Estimate

Component	Four blocks	Eight blocks
Speakers, assuming 12 existing units can be reused (or increase by \$7,200)	\$21,600	\$50,400
Amplifiers, two per block at \$1,500 each	\$12,000	\$24,000
Digital signal processor	\$5,000	\$5,000
Provisional allowance for wiring, mounting hardware, router, controls, and related materials	\$10,000–\$15,000	\$20,000–\$25,000
Provisional installation labor allowance	\$25,000–\$35,000	\$45,000–\$60,000
Overall planning range	Approximately \$75,000–\$90,000	Approximately \$145,000–\$170,000

The “provisional allowances” for hardware and labor above are preliminary planning figures rather than contractor estimates. Actual costs will depend on wiring conditions, utility-pole requirements, equipment placement, system configuration, and the extent to which existing equipment can be reused. Use of the City’s bucket truck, if available, may help reduce costs as well.

If the 12 existing speakers cannot be reused, the project would require approximately **\$7,200** more in additional speaker purchases. For comparison, the 2019 installation cost approximately \$20,000 for labor and hardware combined (for installation of only 12 total speakers), but extant paperwork does not provide a reliable basis for separating or projecting current labor costs.

Questions for the Committee

- Does the Committee believe the concept merits further consideration at an estimated cost of approximately **\$75,000–\$90,000** for the **four-block core**?
- Should the City also consider an expanded **eight-block system**, with a preliminary planning range of approximately **\$145,000–\$170,000**?

Recommended Next Steps

This project is not included in the FY 2027 budget and could require a substantial expenditure of public funds. Although the Code does not require Council approval before an RFP is issued, I recommend that the proposed RFP first be brought to Council so members can discuss whether the City is willing to contemplate a project at this cost level.

If the Municipal Properties Committee believes the concept merits further consideration, next recommended steps are:

1. Confirm with FirstEnergy whether the proposed mounting arrangement is permissible.
2. Ask the Finance Committee to identify possible funding sources, with a recommendation to Council for a budget revision as needed.
3. Present the proposed scope and RFP to Council for discussion before it is issued. Detailed cost estimates or the amount the City may be prepared to spend could be discussed in executive session under **W. Va. Code § 6-9A-4(b)(9)**, if Council determines that public disclosure could adversely affect the City's financial interests in the competitive procurement process.
4. In open session, determine whether Council supports seeking proposals for the four-block system, the eight-block system, or both.
5. If Council supports proceeding, finalize and issue the RFP.

##



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Sourcing traffic lights from DOH replacement projects for use downtown
Recommended By:	Councilor Lowther
Summary:	Surplus traffic lights appear to be available from DOH. This item supports discussion of obtaining and utilizing them.
Fiscal Impact:	TBD
Recommendation:	Consider any needed recommendations to Council
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	September 14, 2026
Section:	New Business
Category:	Action Item
Agenda Item Name:	Ongoing items: • All Veterans Council MOU and planning for Veterans Park area • Sidewalk improvement grant program
Recommended By:	City Clerk
Summary:	This agenda items allows reports and discussion concerning certain long-term items that are in research and/or development stages. There will not necessarily be an update at every meeting.
Fiscal Impact:	TBD
Recommendation:	Review, discuss, and make recommendations as information becomes available
Attachments:	None