



City of Elkins

Municipal Properties Committee Meeting

June 21, 2023
9:00 AM
401 Davis Avenue
Council Chamber, 2nd Floor

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 May 17, 2023.
4. **Reports**
5. **New business**
 - a. Memorandum of understanding between Kump Education Center and City of Elkins
 - b. Update on city hall HVAC costs
 - c. Review of city properties.
 - d. Building security
6. **Announcements**
7. **Adjournment**



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	June 21, 2023
Section:	Minutes
Category:	Action Item
Agenda Item Name:	Proposed minutes for the meeting of May 17, 2023.
Recommended By:	
Summary:	
Fiscal Impact:	
Recommendation:	
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	June 21, 2023
Section:	New business
Category:	Action Item
Agenda Item Name:	Memorandum of understanding between Kump Education Center and City of Elkins
Recommended By:	City Attorney/Kump Education Center staff
Summary:	From the City Attorney: Please find attached the most recent version of the MOU for consideration at the Committee meeting for next week. After the May meeting, I communicated with Heather and Priscilla and have made a change to only <u>Paragraph 12</u> concerning insurance coverage based on our discussion and to address Priscilla's questions. The other highlighted changes were in the version presented at the May meeting. I will be on vacation and unable to attend the meeting next week. If this version is not acceptable after discussing it at the meeting, please be precise about any suggested changes that the Committee wants made.
Fiscal Impact:	
Recommendation:	
Attachments:	1. KEC MOU from City Attorney June 15 version

**Memorandum of Understanding
Between
The City of Elkins
and
The Kump Education Center**

This Memorandum of Understanding (“MOU”) is made and entered into between the City of Elkins, a municipal corporation (“City”) and the Kump Education Center, Inc., a nonprofit corporation (“Center”). City and Center may be collectively referred to herein as the Parties.

RECITALS

Whereas, the City is the owner of the real property and structures known as the historic Kump House, (“Property”) located at 401 South Randolph Avenue, Elkins, W.Va., said property having been gifted to the City by Mary Gamble Kump, daughter of Governor H. G. Kump.

Whereas, the Center is a non-profit 501(c) (3) corporation which was formed to further the purposes of preservation, education and the declared wishes of the endowed trust of Mary Gamble Kump.

Whereas, the Parties enter into this MOU to establish the roles and responsibilities between City and Center, concerning the maintenance, use and operation of the Property.

AGREEMENT

1. The Center will have use of the Property for the stated goals of its organization to further the preservation and education purposes. Any use of the property for any purpose other than by the Center shall be scheduled and coordinated with the Center **and approved by the City.**

2. In consideration of the use of the Property, the Center will make efforts to procure funding for improvements to the Property. The source of the funding may be from grants, donations or other public ~~or~~ **and** private sources. All funding sources ~~requiring matching~~

~~funds~~ shall be presented to the City for its consideration and approval. The City will cooperate with the Center in the procurement of the funding as the owner of the Property.

3. The Center and City agree that all fund-raising efforts shall be under the direction of the Center and that the City shall not have any responsibility for or control over the actions of the Center. The Center agrees to inform the City of all fund-raising efforts.

4. During the term of this MOU, the Center shall maintain its non-profit 501(c) (3) corporation status. If the status of the Center changes for any reason, the Center shall inform the City of such change.

5. The City and the Center agree to consult together to resolve issues of building standards for safety, **maintenance** and historic integrity. Any issues concerning building standards will be in compliance with all Federal and State laws. Any non-emergency capital improvement in an amount above five hundred dollars (\$500.00) done on the Property shall be approved in advance by the City's Operations **Department**.

6. The Center shall make quarterly written reports to the City concerning the Property, including information but not limited to the following: 1) status of work, 2) plans for improvements, 3) efforts to obtain funding ~~and~~ 4) any events or activities planned by the Center, **and 5) financial information ,including the financial status of the Kump House Endowment Trust**. The Center will, upon reasonable notice from the City, make available for inspection its financial records related to the Property.

7. This MOU is neither a fiscal nor a funds obligation document. It is further understood that all work done by the Center on the Property will be done by volunteers or licensed contractors. Any request to have assistance of City employees concerning the Property **shall** be made to the City's Operations **Department**.

8. The partial or total invalidity of one or more parts of this MOU will not affect the intent or validity or remaining parts of this MOU.

9. This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia.

10. This MOU may be modified or amended, only upon written consent of both Parties. The terms and conditions of this MOU shall remain in effect for a period of one year from the effective date of this MOU, or terminated as mutually agreed, or upon ninety (90) days written notice by either Party. The term will be renewed automatically from year to year at the conclusion of the term, unless otherwise agreed upon by the Parties.

11. To the fullest extent permitted by law, the Center shall defend, indemnify and hold harmless City, its officers, representatives, agents and employees against any and all suits, damages, costs, fees, claims, demands, causes of action, losses, liabilities and expenses, including without limitation attorneys' fees, arising or resulting directly or indirectly from any act or omission of the Center or its assistants, employees or agents, including all claims relating to the injury or death of any person or damage to any property.

12. Throughout the term of this Agreement, the Center shall, at no cost to City, obtain and maintain a General Liability and Property Insurance policy on a per occurrence basis, with a minimum combined single limit coverage of \$1,000,000 per occurrence for all damages due to bodily injury, sickness or disease, or death to any person, and damage to property, including the loss of use thereof. As a condition precedent to City's obligation under this Agreement, the Center shall furnish written evidence of such coverage for the Property, with a Certificate of Insurance, naming the City, its officers and employees as additional insureds on the general Liability and Property insurance policy.

13. The City shall maintain General Liability and Property Insurance on the Property at its expense. In addition, the City shall maintain insurance coverage for personal property and contents on and contained in the Property.

14. This MOU contains the entire understanding between the Parties with respect to the subject matter herein.

In Witness Whereof, this MOU is executed by the City of Elkins and by the Kump Education Center, Inc. as of the date below.

City of Elkins

Kump Education Center, Inc.

By: _____
Jerry A. Marco, Mayor

By: _____

Its: _____

Date: _____

Date: _____



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	June 21, 2023
Section:	New business
Category:	Action Item
Agenda Item Name:	Update on city hall HVAC costs
Recommended By:	Operations manager, city clerk
Summary:	Council dedicated around \$400,000 to installation of HVAC and related improvements in city hall. Latest information suggests this work will cost in excess of \$1 million. Financing this amount will incur tens of thousands of dollars in annual debt service, possibly exceeding \$100,000/year.
Fiscal Impact:	TBD
Recommendation:	Discuss tradeoffs of paying for these improvements, compared to other known needed improvements not funded under this project plan, and consider updated recommendation to council.
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	June 21, 2023
Section:	New business
Category:	Action Item
Agenda Item Name:	Review of city properties.
Recommended By:	
Summary:	
Fiscal Impact:	
Recommendation:	
Attachments:	1. city properties



MUNICIPAL PROPERTY

CITY OF ELKINS, WV

Abstract

The City of Elkins, WV has 83 lots, for a total of 265.71 acers of land, with many buildings and storage building. Many Lots are together to for different municipal properties, like Parking lots are made up of many lots together. The city has many Parks and has a Flood Control Dam. The City of Elkins operates a Fleet of various Vehicle's and Heavy Equipment.

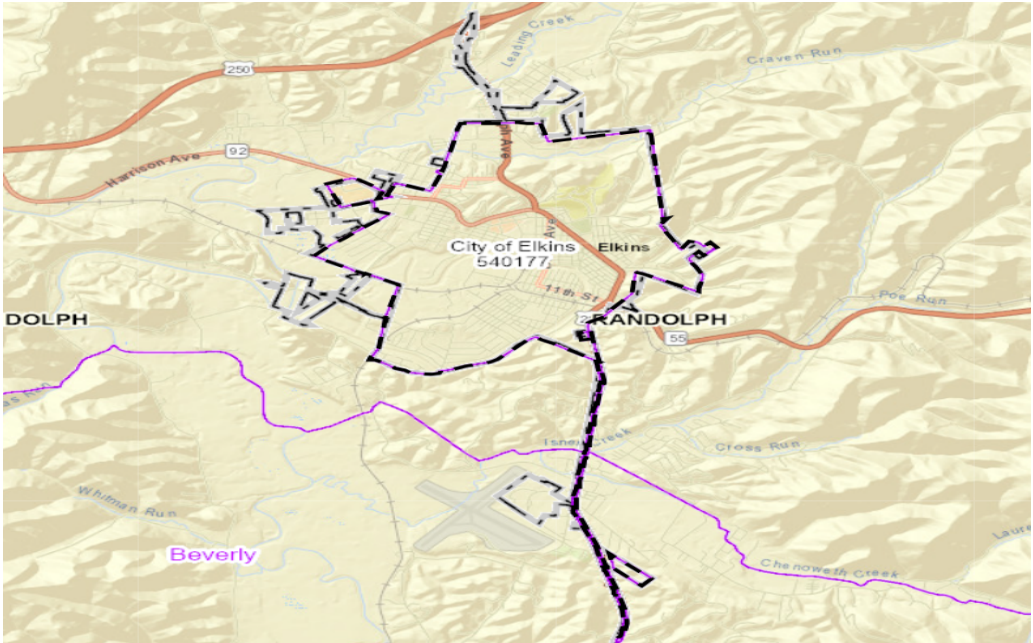
MIKE HINCHMAN

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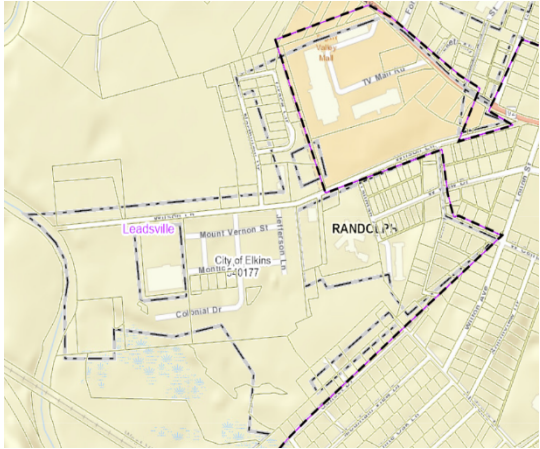
Boundries City of Elkins



North Randolph

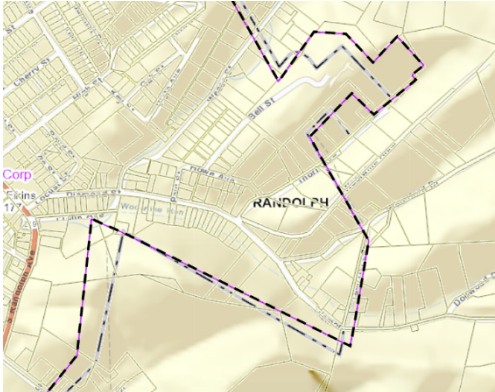
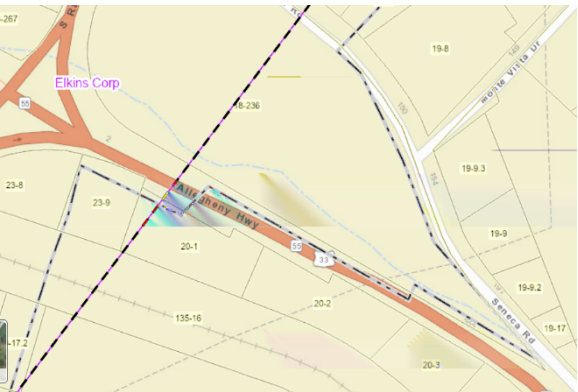
Wilson Lane

5 lane



Route 33

Weese and Diamond Streets



City Hall, Parking lot and Darden House

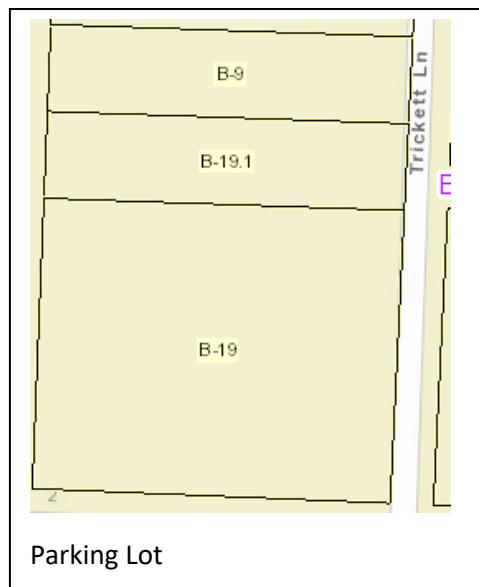
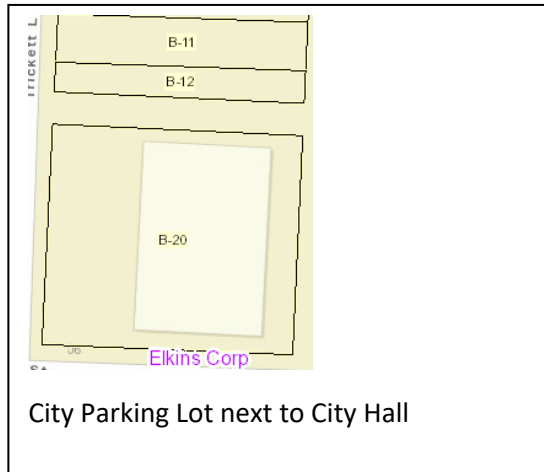
City Hall

401 Davis Ave. Elkins, WV 26241



City Hall

Property Class	X - Exempt
Land Use	660 – Police/City Hall
Use Type	82-Multi-Use - Office
Living Area	5,970
Cubic Feet	83,580
Built	1916



3 BAXTER STREET



**Owner(s): City of Elkins
Housing:**

- Street Department
- Water Distribution
- Central Garage
- And Vacant Lot

Legal Description:
1.46 AC VALLEY IMP CO

Parcel Detail Information

Description

IAS Parcel ID	05 1701660002
GIS Parcel ID	42-05-0017-0166-0002
County ID	42 - Randolph
District Name	5 - Elkins Corp
Map	17 (click here for PDF map)
Parcel Number	166
Parcel Suffix	2
Legal Description	27878 SQ FT (0.640 AC); V IMP CO
Acreage (deed)	0.64
Tax Year	2021
Tax Class	4
Deed Book	603
Deed Page	232
Property Class Type	X - Exempt

Property Owner

Property Owner(s)	ELKINS BUILDING COMMISSION
Owner Address	401 DAVIS AVE, ELKINS, WV 26241

Darden House

Darden House and Carriage House



Darden House

Owner(s): CITY OF ELKINS

Address: 425 DAVIS AVE

Class Type:

Exempt **Legal Description:**

B-5 LOT 34 & PT 33

Carriage House

Owner(s): CITY OF ELKINS

Address: DAVIS AVE

Class Type: Exempt

Legal Description: B-5 LOT 35 & PT 36

Property Owner and Mailing Address

Owner(s)	CITY OF ELKINS
Mailing Address	401 DAVIS AVE, ELKINS, WV 26241

Property Location

Physical Address	425 DAVIS AVE
E-911 Address	421 DAVIS AVE Elkins WV 26241
Parcel ID	42-05-000B-0006-0000
County	42 - Randolph
District	5 - Elkins Corp
Map	(Click for PDF tax map)
	000B
Parcel No.	0006
Parcel Suffix	0000
Map View Link	https://mapwv.gov/parcel/?pid=42-05-000B-0006-0000

General Information

Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
4	451 / 172	0.152	0.16	B-5 LOT 34 & PT 33

Fire Department



226 4th Street, Elkins, WV26241

Owner(s): CITY OF ELKINS

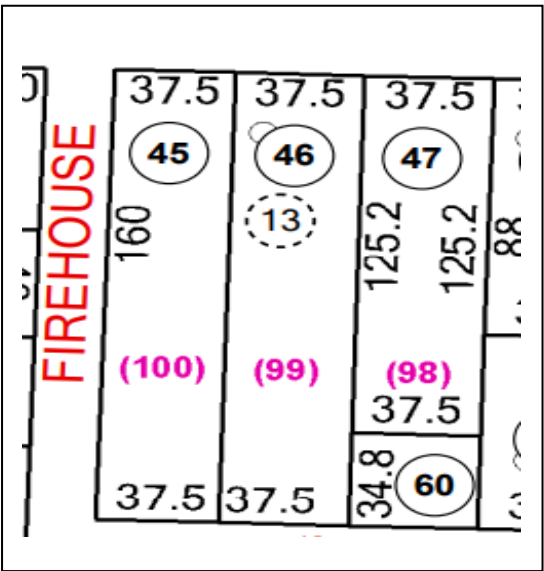
Class Type: Exempt

Legal Description: LOT 37.5 X 160

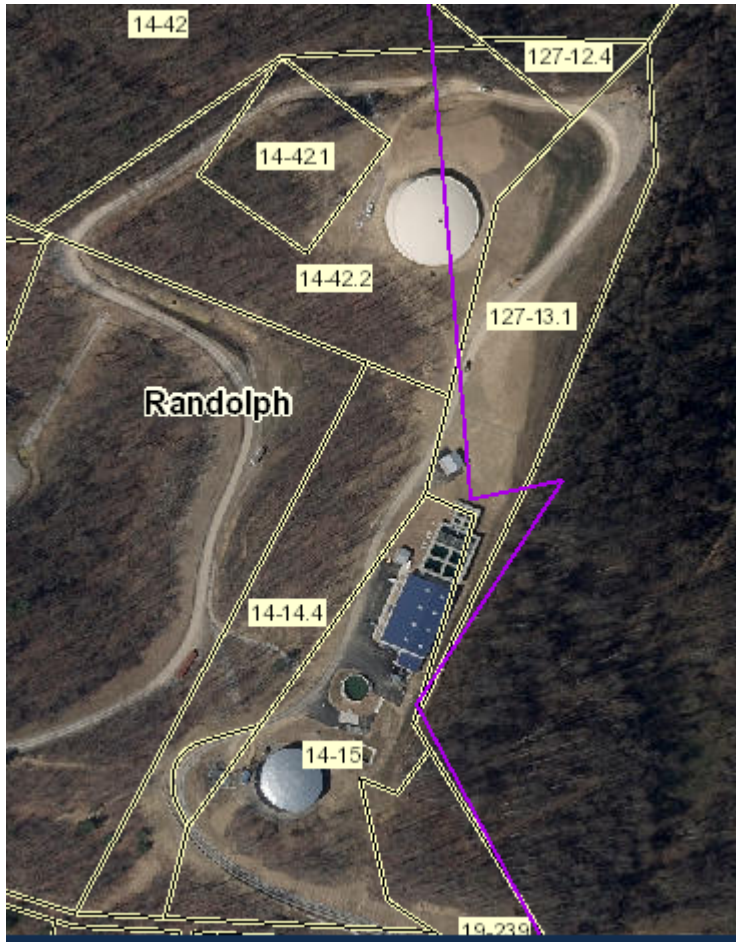
Legal Description: LOT 99 375 X 160

Legal Description: LOT 98

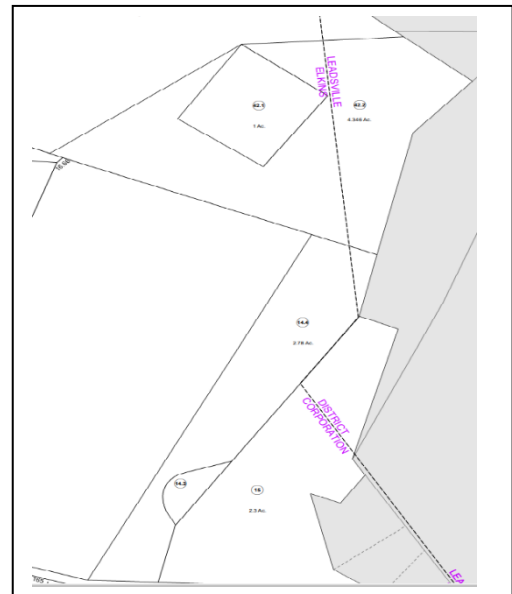
Legal Description: LOT 98



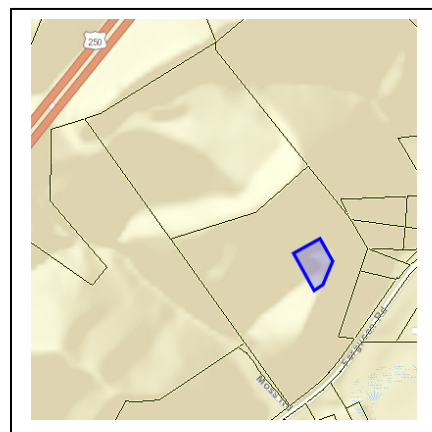
Water Plant



Owner(s): CITY OF ELKINS
Address: TERRACE AVE
Class Type: Exempt
Legal Description: 2.3 AC
Legal Description: 2.780 AC
Legal Description: 2.78 AC WEES ST
Legal Description: 4.346 AC
Legal Description: 1 AC RESERVOIR



Owner(s): CITY OF ELKINS
Address: ROUTE 11 (Old Water Tank Crystal Springs)
Class Type: Exempt
Legal Description: 0.989 AC



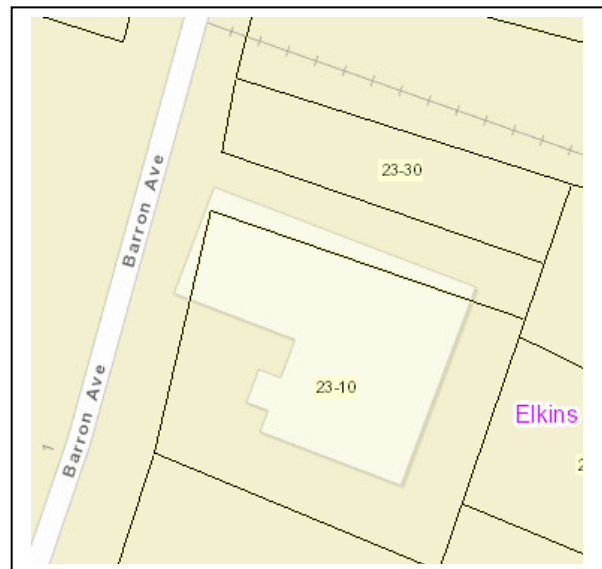
PUMP STATION RANDOLPH AVE

Owner(s): CITY OF ELKINS

Address: 31 BARRON AVE, Elkins, WV, 26241

Class Type: Exempt

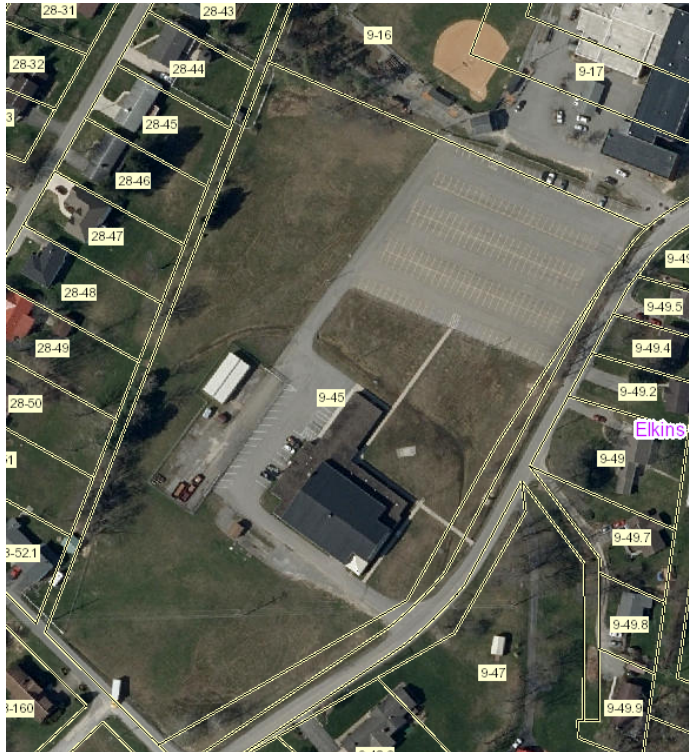
Legal Description: PUMP STATION RANDOLPH AVE



Old Water Plant

IAS Parcel ID	05 2300100000
GIS Parcel ID	42-05-0023-0010-0000
County ID	42 - Randolph
District Name	5 - Elkins Corp
Map	23 (click here for PDF map)
Parcel Number	10
Parcel Suffix	0
Legal Description	PUMP STATION RANDOLPH AVE
Acreage (deed)	0.6583
Tax Year	2022
Tax Class	4
Deed Book	118
Deed Page	534
Property Class Type	X - Exempt

Phil Gainer Community Center



Owner(s): ELKINS MUNICIPAL BUILDING COMMISSION
Address: R.E LEE AVE
Class Type: Exempt
Legal Description:
 SURF 8.02 AC; (PHIL GAINER COMM CENTER)

Acreage (deed) **8.02**

Tax Year **2021**

Tax Class **4**

Deed Book **604**

Deed Page **139**



Bldg/ Card #	Line	Type	Year Built	CG	Units	Size	Area
1	2	Asphalt Parking Pavement	1980	11	1	x	99,733
1	3	Armory Exempt	1960	11	1	x	20,566
1	1	Addition	1975	22	1	30x60	1,800

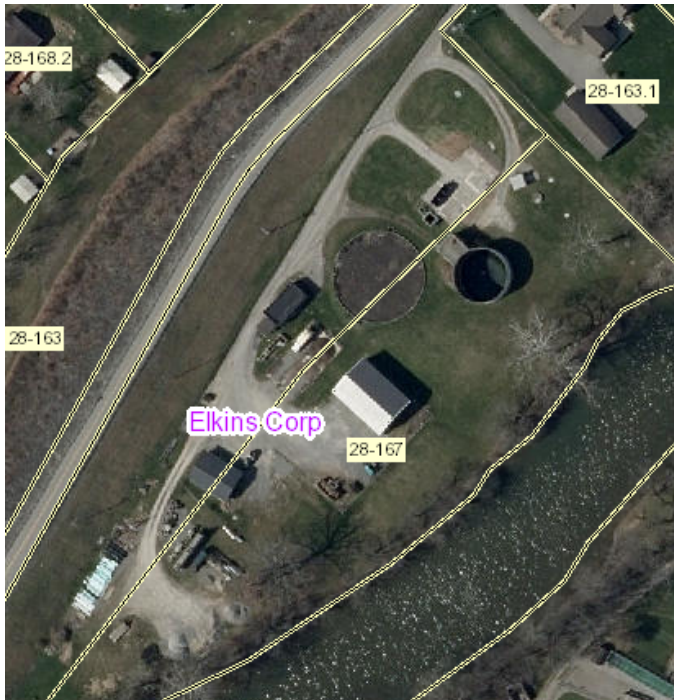
Waste Water Plant Riverbend Road



Waste Water Collection

Waste Water Collection Legal **Description:** 2.27 AC OLD SEWAGE TREATMENT; PLANT

Flood Control Road



Lift Stations of Waste Water



Lift Station, Waste Water Pictures



Barron Ave Lift Station



Cherokee Lift Station



Glendale Lift Station



Steward Avenue Life Station



Reidboard Lift Station



AB Andrews Lift Station



Vector Avenue Lift Station



Whiteman Lift Station

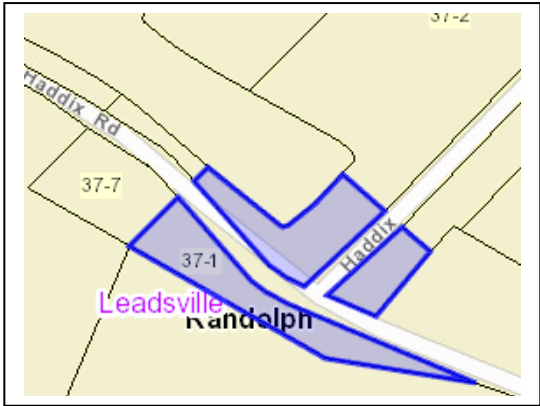


Teaberry Hills



Old Plant Lift Station

Flood Control Road (Dam on Both Sides) and Haddix Road



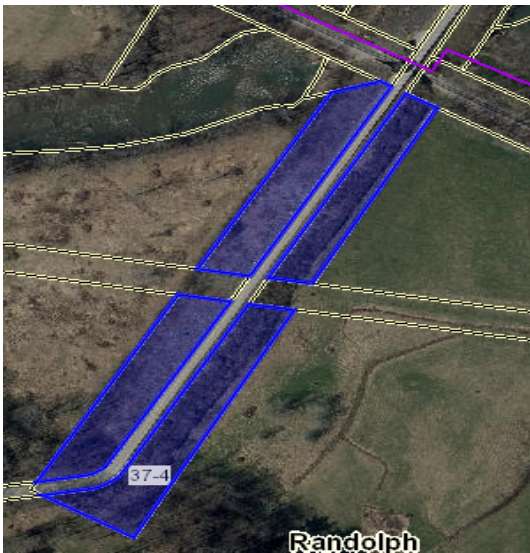
Police Build: Flood Control Road



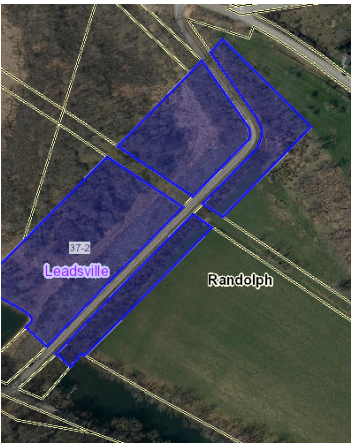
Leve and Land (Flood Dike) Flood Control Road



Log Stop Building and Flood control water outlet Building control by Water Dept.

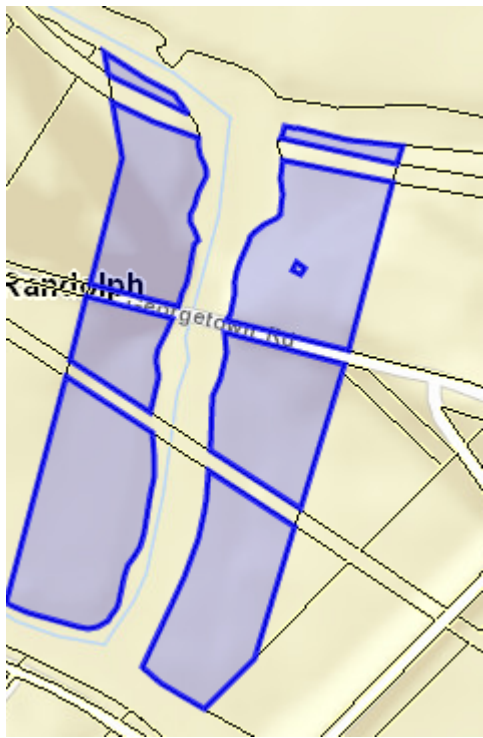


Flood Control (Dike) Haddix Road



Property On Georgetown Road

Land Owned by City of Elkins, Georgetown Road



Spillway and both sides of the Tygart River

Multiple Lots that City of Elkins Owns

STEWARD AVE

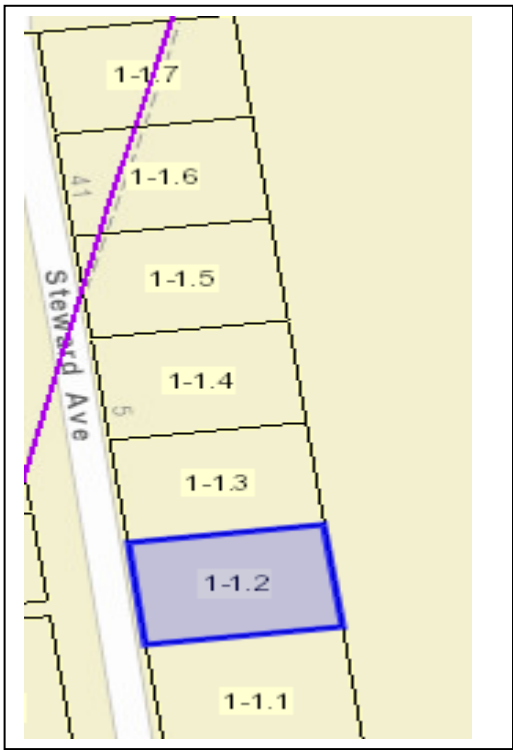
Owner(s): CITY OF ELKINS

Address: STEWARD AVE

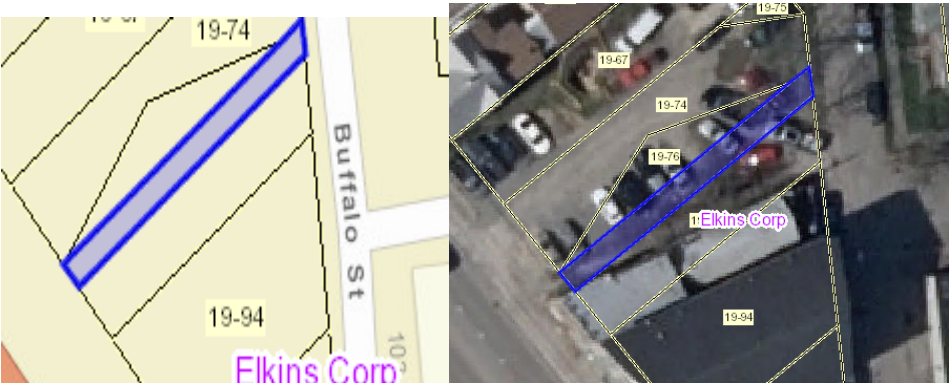
Class Type: Exempt

Lot 1-16 not City own, all other lot belong to City

City owns all lots except lot 1-1.6

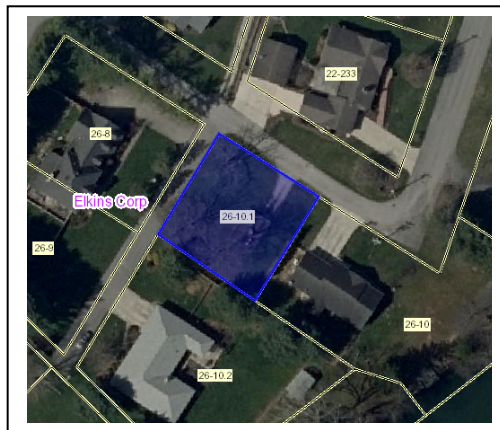
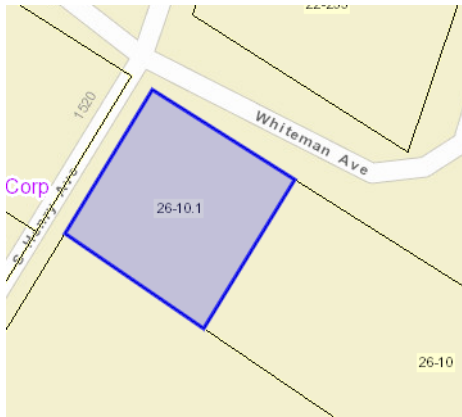


Tax		Deeded	Calculated	Legal Description
Class	Book / Page	Acres	Acres	
4	120 / 156	0.022	0.02	6X109X6X105



Owner(s): CITY OF ELKINS
Class Type: Exempt
Legal Description: BL-D PT LOTS 5 & 6

Tax		Deeded	Calculated	
Class Book / Page		Acres	Acres	Legal Description
4	271 / 535	0.230	0.20	BL-D PT LOTS 5 & 6



ABANDON PT HINKLE ST

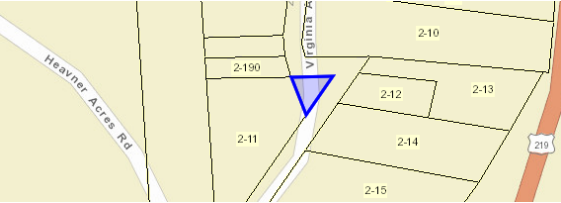
Owner(s): CITY OF ELKINS
Class Type: Exempt
Legal Description: ABANDON PT HINKLE ST

Tax		Deeded	Calculated	
Class Book / Page		Acres	Acres	Legal Description
4	420 / 604	0.450	0.50	ABANDON PT HINKLE ST



14 HEAVNER ADD

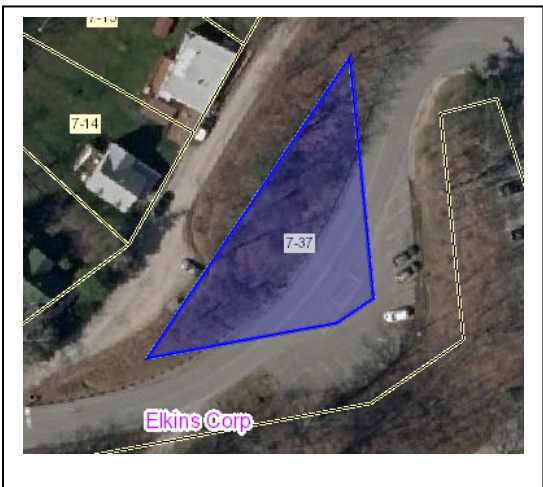
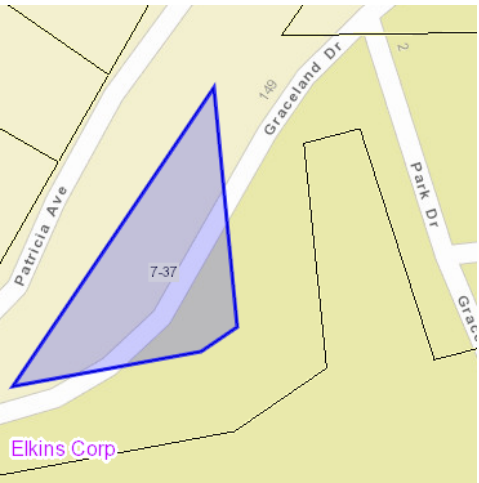
Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
4	440 / 471	0.007	0.01	PT LOT 14 HEAVNER ADD



Glendale Drive Lot 10858 SQ FT PARK

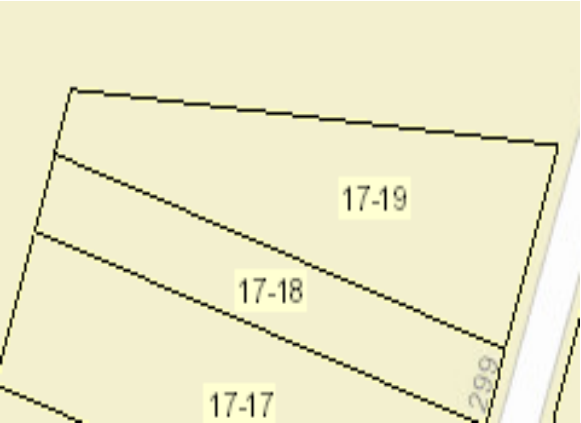
General Information

Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
4	434 / 45	0.240	0.20	10858 SQ FT PARK



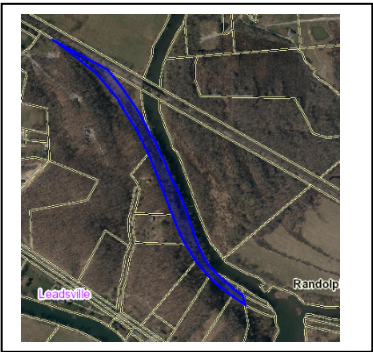
Davis Ave Bridge Lot 17 and 19

Tax		Deeded	Calculated	
Class	Book / Page	Acres	Acres	Legal Description
4	364 / 131	0.107	0.10	BLK-71 PT LOT 737 VALLEY IMP CO



Abandoned Rail Road 6.4 AC RAILROAD R/W

Tax		Deeded	Calculated	
Class	Book / Page	Acres	Acres	Legal Description
3	184 / 322	6.400	5.25	6.4 AC RAILROAD R/W



Lot at D&E

Owner(s): CITY OF ELKINS

Class Type: Exempt

Legal Description: 10858 SQ FT PARK



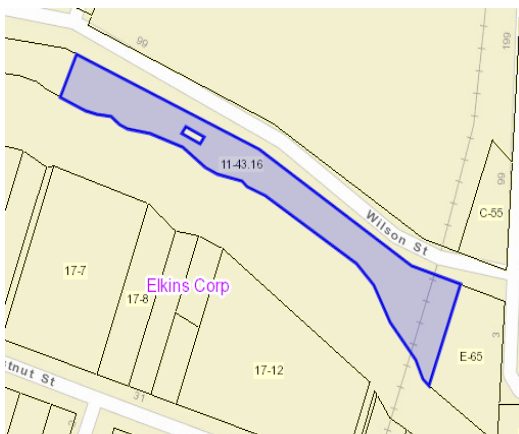
Lot at Swinging Bridge

Owner(s): CITY OF ELKINS

Address: WILSON STREET

Class Type: Exempt

Legal Description: PARCEL B 0.67 AC; TYGART VALLEY RIVER

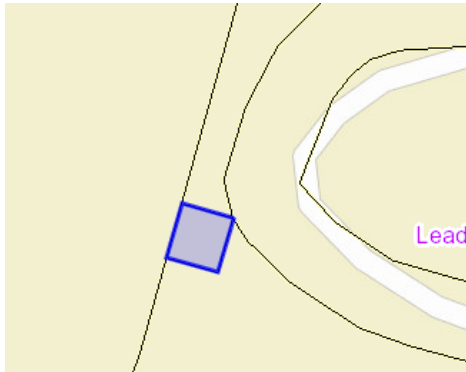


Lot at Bearhunter Mountain Booster Station Water Dept

Owner(s): CITY OF ELKINS

Class Type: Exempt

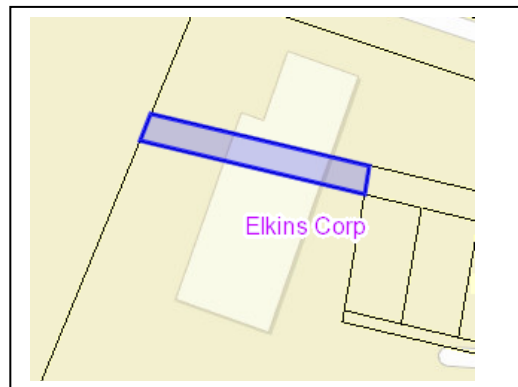
Legal Description: PT LOT 1 856.3 SQ FT; BEARHUNTER MTN



TANNERY DRIVE 30X230

Owner(s): CITY OF ELKINS

Legal Description: TANNERY DRIVE 30X230



LOTS 1-2 HINKLE ADD

Owner(s): CITY OF ELKINS

Address: 1028 HARRISON AVE

Class Type: Exempt

Legal Description: B-4 LOTS 1-2 HINKLE ADD



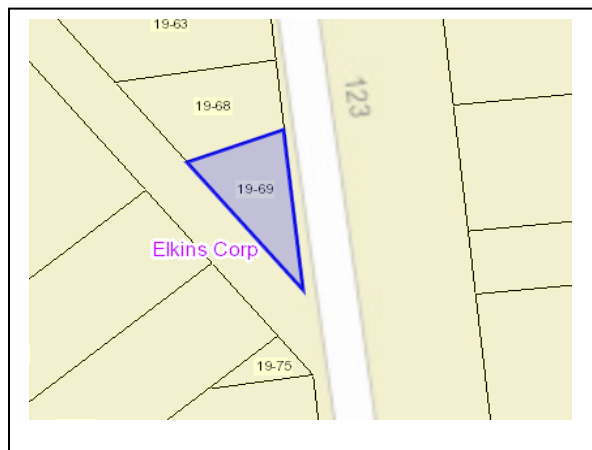
Buffalo Street Lot

Owner(s): CITY OF ELKINS

Address: BUFFALO ST

Class Type: Exempt

Legal Description: ALLEY ENTRANCE



Old City Garage 11TH ST

Owner(s): RANDOLPH COUNTY DEVELOPMENT AUTHORITY (Old Central Garage)

Address: 11TH ST

Class Type: Exempt

Legal Description: PARCEL



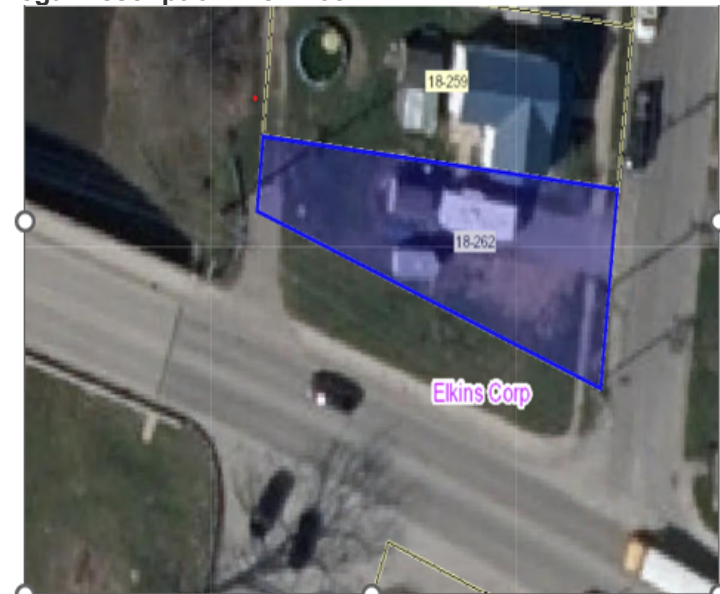
11th Street Bridge Lot

Owner(s): CITY OF ELKINS

Address: DELAWARE AVE

Class Type: Exempt

Legal Description: LOT 135 BLK 21



Kump House and Property

Owner(s): CITY OF ELKINS KUMP HOUSE TRUST

Address: RANDOLPH AVE

Class Type: Exempt

Legal Description: 3 AC

Year built **1924**



Parcel ID 42-05-0018-0236-0000

County 42 - Randolph

District 5 - Elkins Corp

Map

[0018](#)

Parcel No. 0236

Parcel Suffix 0000

Fire Dept. Storage Build 3 River Street



Owner(s):

ELKINS VOLUNTEER FIREMENS ASSOCIATION INC

Address: 3 RIVER ST

Class Type: Exempt

Legal Description: B-50 LOT 714 RIVER ST

Parks

City Park

Owner(s): CITY OF ELKINS (PARK)

Address: [85 PARK ST, Elkins, WV, 26241](#)

Class Type: Exempt

Legal Description: CITY PARK SYCAMORE ST



Tax		Deeded	Calculated	Legal Description
Class	Book / Page	Acres	Acres	
4	Y / 407	7.900	8.30	CITY PARK SYCAMORE ST

River Bend Park. Soccer, Baseball, Walking Track

River Bend Park. Soccer, Baseball, Walking Track

Legal Description: 22.77 AC RIVERBEND PARK



Bluegrass Park

Legal Description: 3.91 AC

Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
4	140 / 337	3.910	3.31	3.91 AC



Glenn Dale Park

Owner(s): CITY OF ELKINS

Address: GLENDALE DR

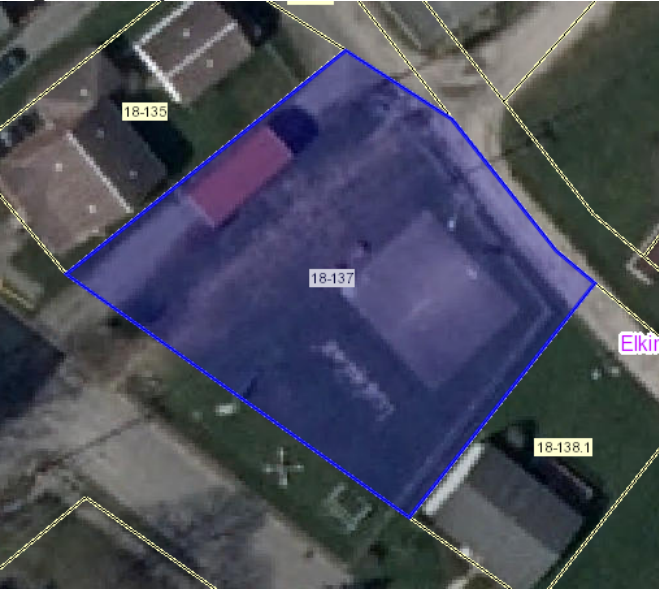
Class Type: Exempt

Legal Description: 18.45 AC GLENDALE ADD



Davis Street Park

Owner(s): CITY OF ELKINS
Address: Davis Street
Class Type: Exempt
Legal Description: LOT MICHAEL LAND



Lot behind Davis Street

Owner(s): CITY OF ELKINS
Address:
Class Type: Exempt
Legal Description: CORA WAGNER P/O LOT C; WOOLWINE ADD

General Information

Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
4	151 / 482	0.164	0.20	CORA WAGNER P/O LOT C WOOLWINE ADD



Parking Lots

Sweco Parking Lot

Owner(s): CITY OF ELKINS

Address: RAILROAD AVE

Class Type: Exempt

Legal Description: B-15 LOT 108-109



City Parking Lot Kerens Ave.



Owner(s): CITY OF ELKINS

Address: 215 KERENS AVE

Class Type: Exempt

Legal Description: B-54 PT LOT 811 ALL 812

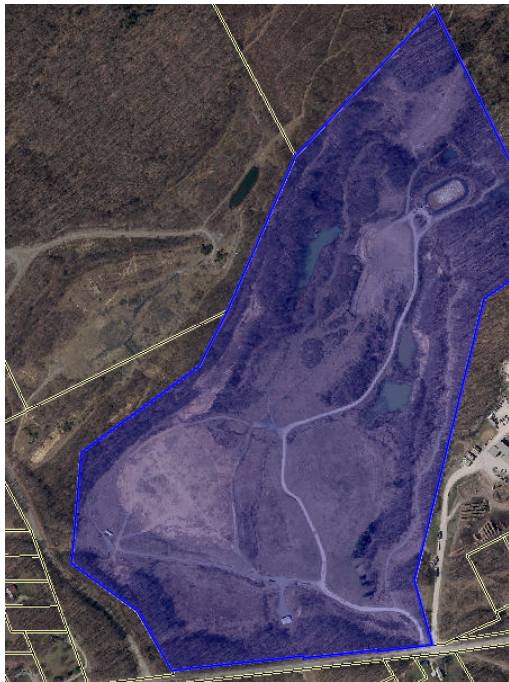
ELKINS LAND FILL

Owner(s): CITY OF ELKINS

Address: ROUTE 33, Scale House Road

Class Type: Exempt

Legal Description: 109.43 AC; ELKINS LAND FILL



Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
3	288 / 6	109.430	111.20	109.43 AC ELKINS LAND FILL

Lot end of Wilson Lane (Old Reidboard)

Owner(s): CITY OF ELKINS

Address: OFF WILSON LANE

Class Type: Exempt

Legal Description: 3.28 AC TYGART VALLEY RIVER



Tax Class	Book / Page	Deeded Acres	Calculated Acres	Legal Description
4	229 / 367	3.280	3.20	3.28 AC TYGART VALLEY RIVER

City of Elkins Parcels, Deed Book and Page With Link to Parcel

	Parcel	Owner	Street Address	Legal Description	Deed Book	Deed Page	WV Property Viewer Shard Link
1	42-10-0126-0058-0000	COE	Â Â Â Â Â	4.1 AC RAILROAD R/W	184	322	https://mapwv.gov/parcel/?pid=42-10-0126-0058-0000
2	42-05-0014-0014-0003	COE	Â Â Â Â Â	0.113 AC	504	140	https://mapwv.gov/parcel/?pid=42-05-0014-0014-0003
3	42-05-0018-0262-0000	COE	DELAWARE AVE	LOT 135 BLK 21			https://mapwv.gov/parcel/?pid=42-05-0018-0262-0000
4	42-05-0020-0082-0004	COE	Â Â Â Â Â	256 SQ FT	531	465	https://mapwv.gov/parcel/?pid=42-05-0020-0082-0004
5	42-05-0001-0001-0004	COE	STEWARD AVE	LOT S-4 IRVIN ADD	467	715	https://mapwv.gov/parcel/?pid=42-05-0001-0001-0004
6	42-05-0018-0137-0000	COE	Â Â Â Â Â	LOT MICHAEL LAND	136	544	https://mapwv.gov/parcel/?pid=42-05-0018-0137-0000
7	42-05-0005-0136-0000	COE	Â Â Â Â Â	3.91 AC	140	337	https://mapwv.gov/parcel/?pid=42-05-0005-0136-0000
8	42-05-0001-0063-0000	COE	Â Â Â Â Â	LOTS 86-87 PARKVIEW ADD	216	238	https://mapwv.gov/parcel/?pid=42-05-0001-0063-0000
9	42-05-0014-0015-0000	COE	TERRACE AVE	2.3 AC			https://mapwv.gov/parcel/?pid=42-05-0014-0015-0000
10	42-05-0017-0018-0000	COE	932 S DAVIS AVE	BLK-71 PT LOT 737 VALLEY IMP CO	364	131	https://mapwv.gov/parcel/?pid=42-05-0017-0018-0000
11	42-10-0133-0080-0001	COE	Â Â Â Â Â	PT LOT 1 856.3 SQ FT BEARHUNTER MTN	566	725	https://mapwv.gov/parcel/?pid=42-10-0133-0080-0001
12	42-05-0028-0163-0000	COE	FLOOD CONTROL RD	11.08 AC OLD SEWAGE TREATMENT PLANT	162	442	https://mapwv.gov/parcel/?pid=42-05-0028-0163-0000
13	42-05-0018-0098-0000	COE	Â Â Â Â Â	CORA WAGNER P/O LOT C WOOLWINE ADD	151	482	https://mapwv.gov/parcel/?pid=42-05-0018-0098-0000
14	42-05-0001-0001-0007	COE	STEWARD AVE	LOT S-7 8580 SQ FT ERVIN ADD	465	434	https://mapwv.gov/parcel/?pid=42-05-0001-0001-0007
15	42-05-0014-0042-0002	COE	Â Â Â Â Â	4.346 AC	565	819	https://mapwv.gov/parcel/?pid=42-05-0014-0042-0002
16	42-05-0013-0032-0002	COE	Â Â Â Â Â	PARCEL A 2502 SQ FT SYCAMORE ST	550	378	https://mapwv.gov/parcel/?pid=42-05-0013-0032-0002
17	42-05-0037-0001-0000	COE	ROUTE 3	2.6 AC HADDIX ROAD TYGARTS VALLEY RIVER			https://mapwv.gov/parcel/?pid=42-05-0037-0001-0000
18	42-05-0037-0003-0000	COE	Â Â Â Â Â	0.7 AC	163	140	https://mapwv.gov/parcel/?pid=42-05-0037-0003-0000

19	42-05-0016-0024-0000	COE	Â Â Â Â Â	PART LOT 15 KISTLER L CO	338	654	https://mapwv.gov/parcel/?pid=42-05-0016-0024-0000
20	42-05-0016-0031-0000	COE	Â Â Â Â Â	TANNERY DRIVE 30X230	416	42	https://mapwv.gov/parcel/?pid=42-05-0016-0031-0000
21	42-05-0018-0272-0000	COE	Â Â Â Â Â	TRIANGLE 83.4 X 74.8 X 28	149	316	https://mapwv.gov/parcel/?pid=42-05-0018-0272-0000
22	42-05-0001-0001-0001	COE	GILMORE ST	LOT S-1 ERVIN ADD 100 X 110	471	246	https://mapwv.gov/parcel/?pid=42-05-0001-0001-0001
23	42-05-000C-0015-0000	COE	RAILROAD AVE	B-15 LOT 108-109	281	464	https://mapwv.gov/parcel/?pid=42-05-000C-0015-0000
24	42-05-0040-0001-0000	COE	OFF WILSON LANE	3.28 AC TYGART VALLEY RIVER	229	367	https://mapwv.gov/parcel/?pid=42-05-0040-0001-0000
25	42-05-000C-0020-0000	COE	215 KERENS AVE	B-54 PT LOT 811 ALL 812	367	746	https://mapwv.gov/parcel/?pid=42-05-000C-0020-0000
26	42-05-000C-0032-0000	COE	2ND ST	B-54 PT LOTS 808- 809	282	225	https://mapwv.gov/parcel/?pid=42-05-000C-0032-0000
27	42-05-0019-0077-0000	COE	RANDOLPH AVE	6X109X6X105	120	156	https://mapwv.gov/parcel/?pid=42-05-0019-0077-0000
28	42-05-0007-0037-0000	COE	Â Â Â Â Â	10858 SQ FT PARK	434	45	https://mapwv.gov/parcel/?pid=42-05-0007-0037-0000
29	42-05-0011-0043-0001	COE	Â Â Â Â Â	5952 SQ FT RAILROAD PROPERTY	408	140	https://mapwv.gov/parcel/?pid=42-05-0011-0043-0001
30	42-05-0011-0043-0016	COE	WILSON STREET	PARCEL B 0.67 AC TYGART VALLEY RIVER	575	141	https://mapwv.gov/parcel/?pid=42-05-0011-0043-0016
31	42-05-0009-0046-0000	COE	R.E LEE AVE	.7 AC	162	442	https://mapwv.gov/parcel/?pid=42-05-0009-0046-0000
32	42-05-0011-0044-0000	COE	Â Â Â Â Â	ALLEY WEST OF NINTH STREET 20X180	414	237	https://mapwv.gov/parcel/?pid=42-05-0011-0044-0000
33	42-05-000B-0009-0000	COE	Â Â Â Â Â	LOT 28 B-4 40 X 150	470	376	https://mapwv.gov/parcel/?pid=42-05-000B-0009-0000
34	42-05-0011-0043-0013	COE	MARTIN STREET	2.702 AC RAILROAD R-O-W	550	722	https://mapwv.gov/parcel/?pid=42-05-0011-0043-0013
35	42-05-0023-0010-0000	COE	BARRON AVE	PUMP STATION RANDOLPH AVE	118	534	https://mapwv.gov/parcel/?pid=42-05-0023-0010-0000
36	42-05-000B-0006-0000	COE	425 DAVIS AVE	B-5 LOT 34 & PT 33	451	172	https://mapwv.gov/parcel/?pid=42-05-000B-0006-0000
37	42-05-000B-0019-0000	COE	RAILROAD AVE	B-4 LOTS 30-31-32	470	376	https://mapwv.gov/parcel/?pid=42-05-000B-0019-0000
38	42-05-000B-0010-0000	COE	DAVIS AVE	B-5 LOT 35 & PT 36	451	172	https://mapwv.gov/parcel/?pid=42-05-000B-0010-0000

39	42-05-000B-0011-0000	COE	DAVIS AVE	B-5 3/4 OF 36 OLD INTER MTNEXT	361	571	https://mapwv.gov/parcel/?pid=42-05-000B-0011-0000
40	42-05-000B-0019-0001	COE	Â Â Â Â Â	B-4 LOT 29	470	345	https://mapwv.gov/parcel/?pid=42-05-000B-0019-0001
41	42-05-0019-0238-0001	COE	Â Â Â Â Â	PT LOT 28 1169 SQ FT (0.027 AC) COFFMAN ADD	579	500	https://mapwv.gov/parcel/?pid=42-05-0019-0238-0001
42	42-05-000B-0045-0000	COE	Â Â Â Â Â	LOT 37.5 X 160	54	395	https://mapwv.gov/parcel/?pid=42-05-000B-0045-0000
43	42-05-000B-0046-0000	COE	Â Â Â Â Â	LOT 99 375 X 160	152	455	https://mapwv.gov/parcel/?pid=42-05-000B-0046-0000
44	42-05-000B-0060-0000	COE	Â Â Â Â Â	LOT 98	286	606	https://mapwv.gov/parcel/?pid=42-05-000B-0060-0000
45	42-05-000D-0046-0000	COE	Â Â Â Â Â	B-43	120	14	https://mapwv.gov/parcel/?pid=42-05-000D-0046-0000
46	42-05-0028-0167-0000	COE	Â Â Â Â Â	2.27 AC OLD SEWAGE TREATMENT PLANT	200	380	https://mapwv.gov/parcel/?pid=42-05-0028-0167-0000
47	42-05-0014-0014-0004	COE	Â Â Â Â Â	2.780 AC	571	447	https://mapwv.gov/parcel/?pid=42-05-0014-0014-0004
48	42-05-0006-0020-0000	COE	1028 HARRISON AVE	B-4 LOTS 1-2 HINKLE ADD	601	377	https://mapwv.gov/parcel/?pid=42-05-0006-0020-0000
49	42-05-0017-0019-0000	COE	932 S DAVIS AVE	BLK-71 PT LOT 737 VALLEY IMP CO	364	131	https://mapwv.gov/parcel/?pid=42-05-0017-0019-0000
50	42-05-0037-0007-0000	COE	ROUTE 3	1.5 AC HADDIX RD TYGARTS VALLEY RIVER			https://mapwv.gov/parcel/?pid=42-05-0037-0007-0000
51	42-10-0119-0040-0001	COE	ROUTE 11	0.989 AC	356	22	https://mapwv.gov/parcel/?pid=42-10-0119-0040-0001
52	42-05-0002-0011-0001	COE	Â Â Â Â Â	PT LOT 14 HEAVNER ADD	440	471	https://mapwv.gov/parcel/?pid=42-05-0002-0011-0001
53	42-05-0037-0005-0000	COE	Â Â Â Â Â	0.6 AC	163	140	https://mapwv.gov/parcel/?pid=42-05-0037-0005-0000
54	42-05-0014-0041-0000	COE	TERRACE AVE	LOT 118 TOOTHMAN	565	764	https://mapwv.gov/parcel/?pid=42-05-0014-0041-0000
55	42-05-0014-0042-0001	COE	Â Â Â Â Â	1 AC RESERVOIR	257	195	https://mapwv.gov/parcel/?pid=42-05-0014-0042-0001
56	42-05-0015-0011-0000	COE	Â Â Â Â Â	LOT 8 GLENDALE ADD	216	236	https://mapwv.gov/parcel/?pid=42-05-0015-0011-0000
57	42-05-0015-0013-0000	COE	Â Â Â Â Â	22.77 AC RIVERBEND PARK	376	98	https://mapwv.gov/parcel/?pid=42-05-0015-0013-0000
58	42-05-0001-0001-0005	COE	STEWART AVE	LOT S-5 ERVIN ADD	467	722	https://mapwv.gov/parcel/?pid=42-05-0001-0001-0005

59	42-16-0107-0034-0001	COE	ROUTE 33	109.43 AC ELKINS LAND FILL	288	6	https://mapwv.gov/parcel/?pid=42-16-0107-0034-0001
60	42-10-0126-0059-0000	COE	Â Â Â Â Â	6.4 AC RAILROAD R/W	184	322	https://mapwv.gov/parcel/?pid=42-10-0126-0059-0000
61	42-05-0015-0012-0005	COE	GLENDALE DR	18.45 AC GLENDALE ADD	485	405	https://mapwv.gov/parcel/?pid=42-05-0015-0012-0005
62	42-05-0014-0037-0000	COE	TERRACE AVE	B-D LOT 31 HILLSIDE ADD	572	220	https://mapwv.gov/parcel/?pid=42-05-0014-0037-0000
63	42-05-0015-0012-0000	COE	GLENDALE DR	16.21 AC GLENDALE ADD	485	405	https://mapwv.gov/parcel/?pid=42-05-0015-0012-0000
64	42-10-0127-0012-0004	COE	Â Â Â Â Â	0.363 AC	568	16	https://mapwv.gov/parcel/?pid=42-10-0127-0012-0004
65	42-10-0127-0013-0001	COE	Â Â Â Â Â	2.78 AC WEES ST	566	29	https://mapwv.gov/parcel/?pid=42-10-0127-0013-0001
66	42-05-0037-0004-0000	COE	Â Â Â Â Â	9.54 AC	163	140	https://mapwv.gov/parcel/?pid=42-05-0037-0004-0000
67	42-05-0037-0006-0000	COE	Â Â Â Â Â	0.75 AC	163	140	https://mapwv.gov/parcel/?pid=42-05-0037-0006-0000
68	42-05-0037-0002-0000	COE	Â Â Â Â Â	11.90 AC	163	140	https://mapwv.gov/parcel/?pid=42-05-0037-0002-0000
69	42-05-0001-0001-0002	COE	STEWARD AVE	LOT S-2 ERVIN ADD	471	253	https://mapwv.gov/parcel/?pid=42-05-0001-0001-0002
70	42-05-000C-0025-0001	COE	KERENS AVE	B-54 PT LOTS 809-810-811	366	61	https://mapwv.gov/parcel/?pid=42-05-000C-0025-0001
71	42-05-0001-0001-0003	COE	STEWARD AVE	LOT S-3 IRWIN ADD	467	700	https://mapwv.gov/parcel/?pid=42-05-0001-0001-0003
72	42-05-000C-0033-0000	COE	2ND ST	B-54 PT LOTS 808-809	282	223	https://mapwv.gov/parcel/?pid=42-05-000C-0033-0000
73	42-05-0026-0010-0001	COE	Â Â Â Â Â	BL-D PT LOTS 5 & 6	271	535	https://mapwv.gov/parcel/?pid=42-05-0026-0010-0001
74	42-05-000C-0025-0000	COE	KERENS AVE	150 X 146 PT LOT 810	367	746	https://mapwv.gov/parcel/?pid=42-05-000C-0025-0000
75	42-05-0019-0069-0000	COE	BUFFALO ST	ALLEY ENTRANCE	116	447	https://mapwv.gov/parcel/?pid=42-05-0019-0069-0000
76	42-05-0010-0105-0000	COE	Â Â Â Â Â	ABANDON PT HINKLE ST	420	604	https://mapwv.gov/parcel/?pid=42-05-0010-0105-0000
77	42-05-0023-0030-0000	COE	BARRON AVE	7008 SQ FT B & F PIKE	439	329	https://mapwv.gov/parcel/?pid=42-05-0023-0030-0000
78	42-05-000B-0012-0000	COE	DAVIS AVE	B-5 1/2 OF LOT 37 OLD INTERMTN	361	571	https://mapwv.gov/parcel/?pid=42-05-000B-0012-0000
79	42-05-000B-0047-0000	COE	Â Â Â Â Â	LOT 98	280	68	https://mapwv.gov/parcel/?pid=42-05-000B-0047-0000
80	42-05-0019-0239-0000	COE	KIRK ST ABOVE TERRACE AVE	LOTS 29-33 1.96 AC COFFMAN ADD	565	767	https://mapwv.gov/parcel/?pid=42-05-0019-0239-0000

81	42-05-0018-0236-0000	COE	RANDOLPH AVE	3 AC	WB46	607	https://mapwv.gov/parcel/?pid=42-05-0018-0236-0000
82	42-05-0013-0052-0001	COE	Â Â Â Â Â	CITY PARK SYCAMORE ST	Y	407	https://mapwv.gov/parcel/?pid=42-05-0013-0052-0001
83	42-05-0013-0017-0001	COE	COLLEGE ST	PARK ON COLLEGE ST	0	0	https://mapwv.gov/parcel/?pid=42-05-0013-0017-0001

CITY OF ELKINS VEHICLES FLEET

CITY OF ELKINS, WEST VIRGINIA SCHEDULE OF VEHICLES OWNED AS OF 06/14/2023

<u>YEAR</u>	<u>TRADE NAME</u>	<u>MODEL OR DESCRIPTION</u>	<u>DEPARTMENT</u>	<u>Loan/Lease/Own</u>	<u>Last Payment</u>
2017	FORD	F250	CENTRAL GARAGE	Loan	7/31/2022
2017	JEEP	COMPASS	CODE ENFORCEMENT	Loan	5/11/2022
2021	FORD	F150	CUSTODIAL	Lease	8/31/2026
2014	FORD	EXPLORER	FIRE Dept.	Own	n/a
2019	JEEP	CHEROKEE	OPERATIONS	Lease	12/31/2023
2013	FORD	EXPLORER	POLICE	Own	n/a
2020	FORD	EXPLORER	POLICE	Lease	9/30/2025
2020	FORD	EXPLORER	POLICE	Lease	9/30/2025
2020	FORD	EXPLORER	POLICE	Lease	9/30/2025
2021	FORD	EXPLORER	POLICE	Lease	9/30/2026
2021	FORD	EXPLORER	POLICE	Lease	9/30/2026
2021	FORD	EXPLORER	POLICE	Lease	10/31/2026
2021	FORD	EXPLORER	POLICE	Lease	10/31/2026
2021	FORD	EXPLORER	POLICE	Lease	11/30/2026
2021	FORD	EXPLORER	POLICE	Lease	11/30/2026
2021	FORD	EXPLORER	POLICE	Lease	11/30/2026
2021	FORD	EXPLORER	POLICE	Lease	11/30/2026
2021	CHEV	TAHOE	POLICE	Lease	12/31/2026
2021	CHEV	TAHOE	POLICE	Lease	12/31/2026
2021	CHEV	TAHOE	POLICE	Lease	12/31/2026
2021	CHEV	TAHOE	POLICE	Lease	12/31/2026
	Oshkosh	MRAP	Police	Own	
2016	FORD	F350 TRUCK	SANITATION	Own	n/a
2004	FORD	F350	SEWER TREATMENT	Own	n/a
2020	FORD	F350	SEWER TREATMENT	Lease	8/31/2025
1996	GMC	Utility Crane	SEWER COLLECT	Own	n/a
2005	FORD	F550	SEWER COLLECT	Own	n/a
2011	FORD	F550	SEWER COLLECT	Own	n/a
2014	FORD	F150	SEWER COLLECT	Own	n/a
2016	FORD	F550	SEWER COLLECT	Own	n/a
2018	FORD	Transit Van w/camera	SEWER COLLECT	Loan	9/28/2025
2021	Ram	F550 UTILITY TRUCK	SEWER COLLECT	Own	n/a

2021	FORD	F150	SEWER COLLECT	Lease	7/31/2026
<u>YEAR</u>	<u>TRADE NAME</u>	<u>MODEL OR DESCRIPTION</u>	<u>DEPARTMENT</u>	<u>Loan/Lease/Own</u>	<u>Last Payment</u>
1986	FORD	F-700 DUMP TRUCK	STREET	Own	n/a
1995	FORD	BUCKET TRUCK	STREET	Own	n/a
1996	FORD	DUMP TRUCK	STREET	Own	n/a
1999	GMC	DUMP TRUCK	STREET	Own	n/a
2002	GMC	LEAF TRUCK	STREET	Own	n/a
2004	FORD	F350	STREET	Own	n/a
2005	FORD	F-550 DUMP TRUCK	STREET	Own	n/a
2005	INTERNATIONAL	4200	STREET	Own	n/a
2009	FORD	F-350	STREET	Own	n/a
2012	FORD	F-350	STREET	Own	n/a
2012	CHALLENGER	ISUZU STREET SWEEPER	STREET	Own	n/a
2017	FORD	F250	STREET	Own	n/a
2017	FORD	F550	STREET	Own	n/a
2017	FORD	F550	STREET	Loan	7/31/2022
2020	FORD	F250	STREET	Lease	2/28/2025
2020	FORD	F550	STREET	Lease	11/30/2025
2000	FORD	F250	WATER DIST	Own	n/a
2004	FORD	F550 DUMP TRUCK	WATER DIST	Own	n/a
2006	JEEP	LAREDO	WATER DIST	Own	n/a
2008	FORD	F550 UTILITY TRUCK WITH AUTO CRANE	WATER DIST	Own	n/a
2008	FORD	F550 WITH DUMP BODY	WATER DIST	Own	n/a
2010	CHEV	COLORADO TRUCK	WATER DIST	Own	n/a
2013	FORD	F250	WATER DIST	Own	n/a
2010	FORD	RANGER TRUCK	WATER DIST	Own	n/a
2014	FORD	F150	WATER DIST	Own	n/a
2016	FORD	F250	WATER DIST	Own	n/a
2021	Ram	F550 UTILITY TRUCK	WATER DIST	Own	n/a
2017	FORD	F550 UTILITY TRUCK	WATER DIST	Own	n/a
2023	FORD	F350 4 door work Trk	WATER DIST	Lease	Due Now
2012	Nissan	Titan Half ton	WATER PLANT	Own	n/a
2022	Ram	Big Horn 1500	WATER PLANT	LEASE	

Does not include Fire Truck and Sanitation Trucks

CITY OF ELKINS HEAVY EQUIPMENT

<u>YEAR</u>	<u>TRADE NAME</u>	<u>MODEL OR DESCRIPTION</u>	<u>DEPARTMENT</u>	<u>Loan/Lease/Own</u>
2008	John Deere	200D1 Excavator	At Water Dept	Own
2008	Caterpillar	Dozer D5G XL	At Water Plant	Own
1982	Polar	Vacuum Truck	Street Dept.	Own
2022	Wachs	Value Exerciser	Water Dept	Own
1994	Freightliner	Tractor Truck (tractor trailer)	Sewer-Collection	Own
2008	Caterpillar	340 Excavator	Sewer-Collection	Own
1997	Motor Grader	Champion	Street Dept	Own
2021	Sany	80 Excavator	Water Dept	Own
2021	Sany	Small 60 Excavator	Water Dept	Own
2001	Komatsu	400n Backhoe	Street Dept	Own
2021	Ford	Bucket Truck	Street Dept	Own
2022	Case	580SN Backhoe	Street Dept	Own
2008	John Deere	410 Backhoe	Water Dept	Own
2004	Caterpillar	Backhoe	Sewer-Collection	Own
2021	Whach	Valve exercises	Water Dept	Own
2022	CHI PNEUMATIC CPLT	(2) Light towers/generators	Water Dept.	Own
2022	LiuGong	LG-848 Wheel Loader	Wastewater Plant	Own
1986	John Deere	Front End Loader	Wastewater	Own
1974	LeeBoy	Street Drum Roller	Street Dept	Own
2022	John Deere	310 Backhoe	Wastewater Plant	Own
2004	Bobcat	Skid Steer	Street Dept	Own
2022	New	Vac Truck	Wastewater Plant	Own
2022	Case	Large Alley Roller	Street Dept	Own
1994		Heavy Hauling Trailer	Wastewater	Own
2020	Gator	Dump Trailer	Street Dept	Own
1991	Komatsu	Tractor & Brush hog	Street Dept	Own
1999	Honda	ATV with Plow & Salt Spreader	Street Dept	Own
2008	Stone	Concrete Mixer	Street Dept	Own
	Kawasaki Mule	Side by Side ATV	Police Dept.	Own
1980	North Star	Truck Mounted Weed Sprayer	Street Dept	Own
	Wood Chipper	Brush & logs up to 12 inches	Street Dept	Own
2022	Case	Large Alley Roller	Street Dept	Own
2002	GMC	Leaf Truck& its Vac Pony Motor	Street Dept	Own
2022	Wach Neuson	Small Street Roller	Street Dept	Own
	Cub Cadet	Riding Lawn XT1	Street Dept	Own
2023	Wield	Small Grader For Street	Street Dept	Own



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	June 21, 2023
Section:	New business
Category:	Presentation
Agenda Item Name:	Building security
Recommended By:	Operations Manager
Summary:	Ops Manager will brief the community on matters related to electronic access and hardening of access points in city facilities.
Fiscal Impact:	
Recommendation:	
Attachments:	None