

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
January 18, 2024
7:00 p.m.***

Elkins Common Council met in regular session in the council chamber of city hall. Present were Mayor Jerry A. Marco; Councilpersons N.E. Bross-Fregonara, A.C. Carroll, R.C. Chenoweth, G.M. Hinchman, B.C. Kerns, D.C. Parker, E. L. Plishka, L.S. Severino, and C.H. Thompson; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Operations Manager M. Kesecker; City Attorney G. S. Roberts; and City Clerk S.R. Stokes (recording secretary).

Councilor C.C. Lowther was absent.

PUBLIC COMMENT

There was no public comment.

MINUTES

Chenoweth **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 21, 2023.** The motion carried.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- a. Recognition of Municipal Judge R. Jones
- b. Recommendation of zoning for unzoned parcel near North 12th Street (attached)

APPROVAL OF VENDOR INVOICE PAYMENTS

Hinchman **MOVED APPROVAL OF THE INVOICES PRESENTED.** The motion carried.

The invoices in question were as specified on the following list, which is attached and made part of this record:

- Accounts Payable check transactions for the period December 18, 2023-January 12, 2024.

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NEW BUSINESS

Carroll MOVED APPROVAL OF ORDINANCE 319: AMENDING AND RE-ENACTING CITY CODE CHAPTER 30.20 ET SEQ.: COMPETITIVE BIDDING (FINAL READING). The motion carried.

Chenoweth MOVED APPROVAL OF ORDINANCE 320: CONSIDERATION ON FIRST READING OF AN ORDINANCE AUTHORIZING THE ISSUANCE BY THE CITY OF ELKINS OF SEWER REVENUE BONDS IN AN AMOUNT NOT TO EXCEED \$250,000 TO FINANCE THE COST OF DESIGN, ACQUISITION, CONSTRUCTION AND EQUIPPING OF ADDITIONS, BETTERMENTS AND EXTENSIONS TO THE CITY'S SANITARY SEWER SYSTEM (FIRST OF TWO READINGS). The motion carried.

Chenoweth MOVED APPROVAL OF RESOLUTION 1711: APPOINTING R. CARR TO THE ELKINS SANITARY BOARD. The motion carried.

Carroll MOVED APPROVAL OF RESOLUTION 1712: APPOINTING V. BROUGHTON AND C. TRIBBLE TO THE ELKINS BUILDING COMMISSION. The motion carried.

Hinchman MOVED APPROVAL OF RESOLUTION 1713: APPROVE CHANGES TO EMPLOYEE PEIA BENEFITS FOR FISCAL YEAR 2025. The motion carried.

Thompson MOVED APPROVAL OF RESOLUTION 1714: ACCEPTANCE OF BID FOR "WELCOME TO ELKINS" SIGNS. The motion carried.

The meeting was adjourned at 7:12 p.m.

*Approved by council at the meeting
of MONTH DAY, YEAR*

Jerry A. Marco, Mayor

Attest:

Sutton Stokes, City Clerk

Memo

To: City Council

From: Sutton Stokes, City Clerk

Date: January 18, 2024

Re: Planning Commission recommendation concerning unzoned parcel of CSX land near North 12th Street

Attachments:

- Reference Map
- Elkins Zoning Code Section 21-44 Permitted Uses in the City Residential (R-2) District
- Elkins Zoning Code Section 21-56 Permitted uses in the Commercial (B-1) District

The 2022 zoning update left unzoned a parcel of land owned by CSX between North 12th Street and the railroad tracks, near where North 12th Street intersects South Davis Avenue. The Elkins Planning Commission has been considering how to zone this parcel since September 2023.

Following the process recently adopted by council (Ordinance 317, finally adopted December 21), for zoning unzoned parcels, the Planning Commission now submits its recommendation for zoning this unzoned parcel. (Please see attached map.)

Council now having received this recommendation, the following steps are required by Ordinance 317:

- Notification of the property owner by certified mail
- Public hearing before council, advertised via Class II legal advertisement

As with all zoning changes, this one would be finally enacted via the standard ordinance process, i.e., on two readings at least one week apart.

##

Reference Map

The map below shows the approximate location of CSX's unzoned parcel as a yellow block. The color polygons show the adjacent zoned areas and the commission's recommendation for zoning the unzoned (yellow) parcel.

- Purple = Industrial
- Red = Commercial
- Green = City Residential

