



City of Elkins

Regular Council Meeting

January 19, 2023
7:00 PM
401 Davis Avenue
Council Chamber, 2nd Floor

AGENDA

1. **Invocation and Pledge of Allegiance**
2. **Call to order and roll call**
3. **Agenda adjustments**
 - a. Building Permits
 - b. Approved minutes of committee, board and commission meetings
 - c. Elkins Fire Department annual report
 - d. Treasurer's report
 - e. *Resolution 1602: Approving Promotion of and Confirming Compensation Levels for members of the Elkins Fire Department*
 - f. *Resolution 1603: Approving "Full-Time Regular Employee" Status and Confirming Compensation Level for C. Hitt*
 - g. *Resolution 1604: Approving "Full-Time Regular Employee" Status and Confirming Compensation Level for D. Khol*
 - h. *Resolution 1605: Authorizing the Appointment of I. Allen to the Elkins Tree Board*
 - i. *Resolution 1606: General Fund Budget Revisions No. 1 through 3 for FY23*
 - j. *Resolution 1607: Fire Fund Budget Revision No. 1 for FY23*
 - k. *Resolution 1608: Approval of Budget Revision 2023-001-02 for Fiscal Year 2023*
 - l. *Resolution 1609: Approving the Transfer of Funds from the Financial Stabilization Account*
 - m. *Resolution 1610: Approving Changes in Health Insurance Policy Costs for Fiscal Year 2024*
 - n. *Resolution 1611: Authorizing Revision of Job Descriptions within Operations Department*
 - o. *Resolution 1612: Creation of Property Maintenance Code Official Position within the Operations Department, including Amendments to the City of Elkins Organizational Chart and Assignment to the Compensation and Classification Plan*
 - p. *Resolution 1613: Appointment of C. Griggs to Unexpired Third Ward Council Seat*
4. **Public comment**
5. **Minutes**

- a. Minutes proposed for the council public hearing of January 5, 2023.
- b. Minutes proposed for the regular council meeting of January 5, 2023.

6. Correspondence and Notifications

- a. Building Permits
- b. Approved minutes of committee, board and commission meetings

7. Presentation

- a. Laura Ward - Country Roads Transit/Senior Center

8. Committee Reports

9. Staff reports

- a. Elkins Fire Department annual report
- b. Treasurer's report

10. Approval of vendor invoice payments

(Available for public review in the city clerk's office two business days before this meeting, as required by W. Va. Ethics Commission Open Meetings Advisory Opinion 2012-04.)

Vendor invoices presented for approval:

- 1. AP check report for the period of January 2 - 13, 2023

11. Unfinished business

- a. Ordinance 309: An Ordinance of the Common Council of the City of Elkins, West Virginia, Renewing Franchise Agreement with Cequel III Communications II, LLC DBA Optimum (2nd and final reading)

12. New business

- a. Ordinance 310: An Ordinance of the Common Council of the City of Elkins, West Virginia To Amend and Revise Chapter 35: Elections (2nd and final reading)
- b. *Resolution 1602*: Approving Promotion of and Confirming Compensation Levels for members of the Elkins Fire Department
- c. *Resolution 1603*: Approving "Full-Time Regular Employee" Status and Confirming Compensation Level for C. Hitt
- d. *Resolution 1604*: Approving "Full-Time Regular Employee" Status and Confirming Compensation Level for D. Khol
- e. *Resolution 1605*: Authorizing the Appointment of I. Allen to the Elkins Tree Board
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- k. *Resolution 1611*: Authorizing Revision of Job Descriptions within Operations Department

- I. *Resolution 1612*: Creation of Property Maintenance Code Official Position within the Operations Department, including Amendments to the City of Elkins Organizational Chart and Assignment to the Compensation and Classification Plan
- m. *Resolution 1613*: Appointment of C. Griggs to Unexpired Third Ward Council Seat

13. Mayor's comments

14. Adjournment