City of Elkins

Regular Council Meeting

February 2, 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. Treasurer's report

4. Public comment

5. Minutes

a. Minutes proposed for the regular council meeting of January 19, 2023

6. Correspondence and Notifications

a. Building Permits

b. Approved minutes of committee, board and commission meetings

7. Presentation

a. Elkins Main Street - Scott Goddard

b. Elkins Tree Board - Nanci Bross-Fregonara

8. Committee Reports

9. Staff reports

a. Elkins Police 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 16 - 27, 2023

11. New business

a. *Resolution 1614:* Authorizing Acceptance of Demonstration City Grant Award by the Elkins Tree Board from the West Virginia Division of Forestry

12. Mayor's comments

13. Adjournment

ELKINS COMMON COUNCIL
REGULAR COUNCIL MEETING
MINUTES

401 Davis Avenue
Council Chamber, 2nd Floor
January 19, 2023
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, R.C. Chenoweth, M. D. Cuonzo, J.A. Guye, G.M. Hinchman, D.C. Parker, and L.H. Vest; City Treasurer T. Judy; Fire Chief S.D. Himes; Police Chief T. Bennett; Interim Operations Manager M. Kesecker; City Attorney G. S. Roberts; and City Clerk J.R. Sutton (acting as recording secretary).

Councilpersons C.C. Lowther and L.S. Severino were absent.

MINUTES

Cm. Chenoweth, **MOVED APPROVAL OF THE MINUTES OF THE PUBLIC HEARING OF JANUARY 5, 2023.** The motion carried.

Cm. Parker, **MOVED APPROVAL OF THE MINUTES OF THE REGULAR COUNCIL MEETING OF JANUARY 5, 2023.** The motion carried.

CORRESPONDENCE AND NOTIFICATIONS

Council received the following correspondence and notifications:

- Approved minutes of committee, board and commission meetings

PRESENTATION

Laura Ward, Executive Director of County Roads Transit and the Elkins-Randolph County Senior Center reported to council on the number of riders in fiscal year 2022 and so far in 2023 as well as the impact the service has on the community. Mrs. Ward offered several examples of riders who use the transit service for medical appointments, shopping and social events. When asked, Mrs. Ward advised that if they were provided additional funds, she would increase the hours per day and add rides on weekends to better serve the working population.

COMMITTEE REPORTS provided by all committee chairs present.

STAFF REPORTS were provided by all administrative officers present. Also included:
- Elkins Fire Department annual report
- Treasurer's report

APPROVAL OF VENDOR INVOICE PAYMENTS

Cm. 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 January 2 – 13, 2023

UNFINISHED BUSINESS

Cm. Chenoweth **, MOVED APPROVAL OF ENTERING INTO EXECUTIVE SESSION FOR THE UNDER ATTORNEY CLIENT PRIVILEGE TO DISCUSS 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.** The motion carried. Council entered executive session at 7:39 p.m. and returned at 7:57 p.m. The chair announced no action was taken.

Cm. Chenoweth **,MOVED APPROVAL OF TO POSTPONE 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) UNTIL THE CLERK IS ADVISED TO PUT IT BACK ON THE COUNCIL AGENDA.** The motion carried.

NEW BUSINESS

Cw. Cuonzo **, MOVED APPROVAL OF 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).** The motion carried.
The motion carried.

Cm. Hinchman **, MOVED APPROVAL OF RESOLUTION 1602: APPROVING PROMOTION OF AND CONFIRMING COMPENSATION LEVELS FOR MEMBERS OF THE ELKINS FIRE DEPARTMENT.** The motion carried.

Cm. Chenoweth **, MOVED APPROVAL OF RESOLUTION 1603: APPROVING "FULL-TIME REGULAR EMPLOYEE" STATUS AND CONFIRMING COMPENSATION LEVEL FOR C. HITT.** The motion carried.

XYZ **, MOVED APPROVAL OF RESOLUTION 1604: APPROVING "FULL-TIME REGULAR EMPLOYEE" STATUS AND CONFIRMING COMPENSATION LEVEL FOR D. KHOL.** The motion carried.

Cw. Bross-Fregonara **, MOVED APPROVAL OF RESOLUTION 1605: AUTHORIZING THE APPOINTMENT OF I. ALLEN TO THE ELKINS TREE BOARD.** The motion carried.

Cm. Hinchman , **MOVED APPROVAL OF RESOLUTION 1606: GENERAL FUND BUDGET REVISIONS NO. 1 THROUGH NO. 3 FOR FY23.** The motion carried.

Cw. Cuonzo , **MOVED APPROVAL OF RESOLUTION 1607: FIRE FUND BUDGET REVISION NO. 1 FOR FY23.** The motion carried.

Cm. Chenoweth , **MOVED APPROVAL OF RESOLUTION 1608: APPROVAL OF BUDGET REVISION 2023-001-02 FOR FISCAL YEAR 2023.** In accordance with the requirements of the state auditor's office for interdepartmental budget revisions, the chair ordered a roll-call vote. The recording secretary called roll in random order. The motion carried. Council votes were as follows:

N. Bross-Fregonara	Yes	(vacant)	n/a	L. Severino	Absent
R. Chenoweth	Yes	M. Hinchman	Yes	L. Vest	Yes
M. Cuonzo	Yes	C. Lowther	Absent	Mayor J. Marco (in case of tie)	n/a
J. Guye	Yes	D. Parker	Yes		

Cm. Hinchman , **MOVED APPROVAL OF RESOLUTION 1609: APPROVING THE TRANSFER OF FUNDS FROM THE FINANCIAL STABILIZATION ACCOUNT.** The motion carried.

Cm. Chenoweth , **MOVED APPROVAL OF RESOLUTION 1610: APPROVING CHANGES IN HEALTH INSURANCE POLICY COSTS FOR FISCAL YEAR 2024.** The motion carried.

Cw. Cuonzo , **MOVED APPROVAL OF RESOLUTION 1611: AUTHORIZING REVISION OF JOB DESCRIPTIONS WITHIN OPERATIONS DEPARTMENT.** The motion carried.

Cw. Vest , **MOVED APPROVAL OF RESOLUTION 1612: CREATION OF PROPERTY MAINTENANCE CODE OFFICIAL POSITION WITHIN THE OPERATIONS DEPARTMENT, INCLUDING AMENDING THE CITY OF ELKINS ORGANIZATIONAL CHART AND ASSIGNMENT TO THE COMPENSATION AND CLASSIFICATION PLAN.** The motion carried.

Cm. Hinchman , **MOVED APPROVAL OF RESOLUTION 1613: APPOINTMENT OF C. GRIGGS TO UNEXPIRED THIRD WARD COUNCIL SEAT.** The motion carried.

MAYOR'S COMMENTS were provided.

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

The meeting adjourned at 8:23 p.m.

Approved by council at the meeting
of MONTH DAY, YEAR

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Jerry A. Marco, Mayor

Attest:

____

Jessica R. Sutton, City Clerk

BUILDING PERMITS

Presented at council meeting of: **January 2, 2023**

The following building permits have been issued since the previous regular council meeting.

ISSUED BUILDING PERMITS				
Permit	**Applicant**	**Location**	**Description**	**Value**
230000	Higgins, Mary	134 Riverview Dr	Remodel Kitchen	10,000.00
230001	Smith, Harry	10 S Randolph Ave	Porches, HVAC & Remodel Interior	28,000.00
230002	White, Gloria	109 Knapp St	Demolition of House	5,200.00
230003	Johnson, Bill & Beverly	332 Randolph Ave	Install Metal Roof	23,000.00
230004	Fisher, Dora	119 Conway Dr	Replace Windows	2,500.00
230005	Hippie Chick Boutique	304 Railroad Ave	Window Sign	50.00
230006	Simon, Michael	1801 Livingston Ave	Replace Roof Shingles	8,797.00
230007	Higgins, Mary	206 Hinkle St	Install Stand-by Generator	7,079.00
230008	Davis Trust Co.	227 Davis Ave	Replace Shingles	31,000.00
230009	Knutti, Emil	119 Grandview Ave	Remodel Bathroom	5,991.00
230010	Chewning, Amy	109 Evans Dr	Remodel Bathroom	7,200.00

SANITARY BOARD
SPECIAL MEETING MINUTES

401 Davis Avenue
City Hall, Council Chambers
December 8, 2022
10:00 a.m.

Present were Board Members: Mayor J. Marco, Chair; R. Biller; and V. White

Also present were: Wastewater Chief Operator W. Hymes; Treasurer T. Judy; and Interim Operations Manager M. Himes (recording secretary)

MINUTES

SANITARY BOARD MEMBER R. BILLER , MOVED APPROVAL OF NOVEMBER 28, 2022 MEETING MINUTES. **The motion carried.**

REPORTS

Chief Operator W. Hymes reported a spill that happened on 12/7/2022 that was related to industrial waste or possibly other issues. There was high flow, and the sludge is not settling. Ms. Hymes invited the board members to visit the plant. The utility truck for the collection department has been received, the crane will be installed in March 2023.

Wastewater Collection Supervisor M. Hartley was absent.

Treasurer T. Judy provided the following November 30, 2022, financial report:

Elkins Sanitary Board
Income Statement
For the Period Ending November 30, 2022

Total Revenue	$201,476.37
Total Expenses	$211,751.14
Net Profit/(Loss)	($10,274.77)

Balance In Sewer Account	$459,323.93
Balance In Sewer Depreciation Account	$246,691.04
Balance In O/M Account	$247,527.38

TRJ 12/5/2022

Ms. Judy reported that the revenues are down due to utility payment being delinquent.

UNFINISHED BUSINESS

There was discussion on C-Com LLC contract. Mayor Marco reported that Dewaine Corley has been hired as a city employee that will work twenty (20) hours with the Water Department and W. Hymes should contact Wes Lambert to schedule IT services with Mr. Corley. W. Hymes reported she may not need someone on site due to contracting with other IT services for the new SCADA system.

City Attorney G. Roberts reported that she has worked with Michael Griffith and Bob Rodecker on the rate increase information. This discussion will be on the next meeting agenda. Ms. Hymes talked about researching other ways to increase revenue and would like to look into the pellet mill project.

Sanitary Board Member V. White , **MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS PHASE II PROJECT FOR ATTORNEY CONSULTATION.** The motion carried.

Elkins Sanitary Board entered executive session at 10:15 a.m. to take up Unfinished Business item c. Phase II Project discussion. Elkins Sanitary Board ended executive session at 11:08 a.m. with no action taken.

W. Hymes reported that she has not received a response from Uretek regarding the Randolph Avenue foam filled line. The board requested that M. Himes send a follow-up letter to Uretek. There was discussion on the issues with Davis Memorial Presbyterian Church basement. W. Hymes reported she is not certain the foam causing the flooding issues. The issues are happening only when it rains.

NEW BUSINESS

Sanitary Board Member R. Biller , **MOVED APPROVAL OF Burgess & Niple invoice no. 1043205 dated 09/27/2022 in the amount of $120.00.** The motion carried.

Treasurer T. Judy provided loan quotes for the sewer cleaner truck.

Mayor J. Marco, **MOVED APPROVAL TO ACCEPT TRUIST FINANCIAL CORP AT 4.09% INTEREST FOR TEN (10) YEARS AND TO AUTHORIZE TREASURER T. JUDY TO SIGN OFF ON FINANCING DOCUMENTS.** The motion carried.

Sanitary Board Member R. Biller , **MOVED APPROVAL OF CINTAS UNIFORM CONTRACT AND ADDENDUM EFFECTIVE FROM 10/24/2022 TO 10/24/2025.** The motion carried.

W. Hymes reported that she has discussed Phase III Projects with Mike Davis of Burgess and Niple. Ms. Hymes will reach out to Cary Smith at Region VII to assist with moving forward on RFQ's for projects.

ANNOUNCEMENTS

Next meeting will be January 23, 2023 due to holiday.

Sanitary Board Member J. Marco, **MOVED ADJOURNMENT**. The motion carried.

The meeting adjourned at 11:28 a.m.

The foregoing minutes were approved at the meeting of Jan. 23, 2023

Jerry A Marco - Mayor
Name & Title

Jerry A Marco
Signature

Municipal Properties Committee
Regular Meeting
Minutes

401 Davis Avenue
City Hall, Council Chambers
December 14, 2022
11:00 a.m.

Present were Committee Members: M. Cuonzo, chair, J. Guye and M. Hinchman

Also present were: Mayor J. Marco; Interim Operations Manager M. Himes; City Clerk J. Sutton; Treasurer T. Judy; City Attorney G. Roberts, and Police Chief T. Bennett

PUBLIC COMMENT

Logan Smith spoke on behalf of Preservation Alliance West Virginia (PAWV) regarding their lease of space in the Darden House and is happy to answer any questions during that discussion. PAWV also wants to reaffirm their support of the committee in finding resources for building maintenance and repairs, events or funding.

MINUTES

Cw. Guye, **MOVED APPROVAL OF THE MINUTES OF THE NOVEMBER 16, 2022, MEETING.** The motion carried.

REPORTS

Operations Manager – M. Himes reported on her meetings with Darden House lease holders; the stakeholder and public meetings facilitated by GAI in their development of the Streetscape Masterplan; potential funding for the Davis Avenue bridge; continued development of the sanitation garage plans; movement of the recycling containers from the wastewater collection facility to Baxter Street; evaluation of City Hall space and improvements on 3rd floor to create new offices; repairs to the glass lobby door; update on the elevator; and the reposting of the GIS position.

UNFINISHED BUSINESS

Cm. Hinchman, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL FOR APPROVAL OF NEW LEASE AGREEMENTS FOR TENANTS OF THE DARDEN HOUSE.** The motion carried.

The committee agreed that no lease will be required for Elkins Historic Landmarks Commission use of space at the Darden House, including one office, storage, the library, and common spaces including for public meetings. Should the EHLC hold an event, they will be required to follow the rental procedures and requirements.

NEW BUSINESS

City Clerk J. Sutton presented drafts of rental procedures, rental reservation request and rental agreement and amended with committee input.

Cm. Hinchman, **MOVED APPROVAL OF A RECOMMENDATION TO COUNCIL THE ADOPTION OF DARDEN COMPLEX RENTAL PROCEDURES AND RELATED DOCUMENTS.** The motion carried.

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

The meeting adjourned at 12:05 p.m.

The foregoing minutes were approved at the meeting of Jan. 18, 2023

Marilynn Chonko Chair
Name & Title

Signature

WATER BOARD MEETING MINUTES

401 Davis Avenue
City Hall, Council Chambers
December 27, 2022
4:00 p.m.

Present were Board Members: Mayor J. Marco, Chair; C. Cain Bush; S. Bennett; and C. Preusch

Also present were: Chief Water Operator W. Lambert; City Treasurer T. Judy; Interim Operations Manager/Operations Assistant (recording secretary) M. Himes; and City Attorney G. Roberts

M. Marstiller was absent.

MINUTES

S. BENNETT, MOVED APPROVAL OF THE MINUTES OF THE NOVEMBER 16, 2022, MEETING. The motion carried.

REPORTS

Chief Water Operator W. Lambert reported eighty (80) calls were received between December 24-26th due to inclement weather. Mr. Lambert reported he received a rough draft of an energy audit and is working with Councilor Hinchman on grants for the water fund. A rough draft of the SCADA system upgrades is ready for review. Joe New, a longtime water plant employee passed away. W. Lambert would like to install a memorial flagpole at the Water Plant in memory of Joe. W. Lambert mentioned that PSC representatives will be doing a flow test on the Midland PSD master meter.

Treasurer T. Judy presented the following Financial Statements as of November 30, 2022:

Elkins Water Board
Income Statement
For the Period Ending November 30, 2022

Total Revenue	$398,821.67
Total Expenses	$258,804.43
Net Profit/(Loss)	$140,017.24
Balance In Water Account	$71,031.88
Balance In Water Depreciation Account	$54,508.33
Balance In Water O/M Account	$192,269.96

TRJ 12/5/2022

NEW BUSINESS

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654166 DATED 11/11/2022 IN THE AMOUNT OF $2,362.50** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654165DATED 11/04/2022 IN THE AMOUNT OF $2,212.50** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654167 DATED 11/18/2022 IN THE AMOUNT OF $1,500.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654168 DATED 11/25/2022 IN THE AMOUNT OF $1,500.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654169 DATED 12/02/2022 IN THE AMOUNT OF $1,500.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654170 DATED 12/09/2022 IN THE AMOUNT OF $2,700.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654171 DATED 12/16/2022 IN THE AMOUNT OF $2,250.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654172 DATED 12/23/2022 IN THE AMOUNT OF $2,662.50** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF C-COM LLC INVOICE NUMBER 654173 DATED 12/24/2022 IN THE AMOUNT OF $562.50** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF STEVE'S ELECTRICAL SERVICE LLC INVOICE NUMBER 2021441 DATED 11/10/2022 IN THE AMOUNT OF $2,450.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF STEVE'S ELECTRICAL SERVICE LLC INVOICE NUMBER 202142 DATED 11/17/2022 IN THE AMOUNT OF $1,200.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF STEVE'S ELECTRICAL SERVICE LLC INVOICE NUMBER 202143 DATED 12/09/2022 IN THE AMOUNT OF $2,340.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF STEVE'S ELECTRICAL SERVICE LLC INVOICE NUMBER 202145 DATED 12/19/2022 IN THE AMOUNT OF $1,620.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF STEVE'S ELECTRICAL SERVICE LLC INVOICE NUMBER 202146 DATED 12/26/2022 IN THE AMOUNT OF $1,200.00** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF KAY CASTO & CHANEY INVOICE NUMBER 140709 DATED 12/12/2022 IN THE AMOUNT OF $6,721.68** The motion carried.

C. Cain Bush , **MOVED APPROVAL OF CRIM LAW OFFICE, PLLC INVOICE NUMBER 316 DATED 09/30/2022 IN THE AMOUNT OF $770.00** The motion carried

S. Bennett asked why the backup batteries are tested twice per month. W. Lambert reported they have had issues with failures and want to stay on top of testing.

W. Lambert reported on the WAIE and EIMT interviews. The selected candidates Dewaine Corley and Steve Miller will begin employment on 12/29/222.

MAYOR J. MARCO, MOVED ADJOURNMENT. The motion carried.

The meeting adjourned at 4:26 p.m.

The foregoing minutes were approved at the meeting of January 24, 2023

Jerry A Marco - Mayor
Name & Title

Jerry A Marco
Signature

WATER BOARD SPECIAL MEETING MINUTES

401 Davis Avenue
City Hall, Council Chambers
January 13, 2023
10:00 a.m.

Present were Board Members: Mayor J. Marco, Chair; C. Cain Bush; and S. Bennett

Also present were: Chief Water Operator W. Lambert; City Treasurer T. Judy; Interim Operations Manager/Operations Assistant (recording secretary) M. Himes; City Attorney G. Roberts; and External Affairs S. Stokes

M. Marstiller and C. Preusch were absent.

NEW BUSINESS

Mayor J. Marco, **MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS LEADSVILLE PSD REQUEST.** The motion carried.

Elkins Water Board entered executive session at 9:03 a.m. Elkins Water Board ended executive session at 10:42 a.m. with no action taken.

C. CAIN BUSH, **MOVED TO AUTHORIZE CITY ATTORNEY G. ROBERTS TO WRITE A LETTER IN RESPONSE TO LPSD DENYING REQUEST FOR REIMBURSEMENT.** The motion carried.

C. CAIN BUSH, **MOVED TO AUTHORIZE BOB RODECKER WITH KAY CASTO & CHANEY TO CONTACT WHITMER AND HARMAN WATER PLANTS REQUESTING TO WAIVE POTENTIAL CONFLICT WITH HIS REPRESENTATION OF THEIR SYSTEMS.** The motion carried.

C. CAIN BUSH, **MOVED TO AUTHORIZE BOB RODECKER WITH KAY CASTO & CHANEY TO RESPOND TO THE PSC ORDER REGARDING THE WHITMER WATER PLANT DUE ON JANUARY 24, 2024.** The motion carried.

MAYOR J. MARCO, MOVED ADJOURNMENT. The motion carried.

The meeting adjourned at 10:47 a.m.

The foregoing minutes were approved at the meeting of January 24, 2023

Jerry A Marco - Mayor
Name & Title

Jerry A Marco
Signature

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ELKINS PLANNING COMMISSION
MEETING MINUTES

401 Davis Avenue
City Hall, council chambers
September 27, 2022
7:00 p.m.

Present were Members: N. Bross-Fregonara, President; D. Talbott, V.P.; K. Somers; P. Kolsun; and Mayor J. Marco.

Also present: City Attorney G. Roberts; City Clerk J. Sutton; and External Affairs Specialist S. Stokes

V. Jackson and B. Woods were absent.

MINUTES

J. Marco **MOVED APPROVAL OF THE AMENDED MINUTES OF THE JULY 18, 2022 PUBLIC HEARING.** The motion carried.

J. Marco **MOVED APPROVAL OF THE MINUTES OF THE JULY 18, 2022 MEETING.** The motion carried.

NEW BUSINESS

City Clerk J. Sutton advised the committee of a concern in the application of Special Events as described in the definition and in section 21-84. The committee reviewed and discussed in length, special events and mass gatherings. The committee agrees that requiring a permit for a special event defined as a gathering of 100-300 people and that is permitted in every zone is unnecessary. K. Somers inquired how the removal of the Event, Special use would impact the rest of the ordinance. The Clerk requested time to investigate.

J. Marco **MOVED APPROVAL TO TABLE THE DISCUSSION OF THE DEFINITIONS OF EVENTS.** The motion carried.

External Affairs Specialist S. Stokes is working on FAQ's for the new zoning and asked committee members what types of questions they are hearing most. Committee members reported inquiries about signs and bed & breakfasts primarily. There was also a discussion about how to target messages to certain audiences and the committee agrees that realtors would be a good place to start. K. Somers will let the Clerk know if there is a local organization of realtors and any contact information.

N. Bross-Fregonara asked for a review of zoning processes. The Clerk advised that since council has appointed P. Isner as the zoning officer, any inquiries they have or hear from the public should be directed to him. There is also significant information available on the website.

J. Marco **MOVED APPROVAL TO REMOVE FROM THE TABLE THE DISCUSSION OF THE DEFINITIONS OF EVENTS.** The motion carried.

J. Sutton reported back to the committee each section of the City Code related to Zoning where reference to a special event appeared. She believes the removal of this term from each of these sections will not negatively impact the remaining regulations.

D. Talbott **MOVED APPROVAL TO RECOMMEND TO COUNCIL THE ELIMINATION OF "SPECIAL EVENT" AS A USE FROM THE ZONING CODE AND ANY REFERENCE THEREIN.** The motion carried.

P. Kolsun **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 8:13 p.m.

The foregoing minutes were approved at the meeting of 1-18, ~~2022~~ 2023

Nanci Bross-Fregonara, President
Name & Title

Nanci Bross-Fregonara
Signature

2022 ANNUAL REPORT

Elkins Tree Board Members

Marilyn Cuonzo (Chair); Linda Burke (Vice Chair); Nanci Bross-Fregonara (Secretary); Linda Silva (Treasurer); Members: Sam Golston, Angela Daniels, and Aira Burkhart

The Elkins Tree Board (ETB) was responsible for approximately 100 trees being planted in our community; whether part of the city's Adopt-a-Tree program, seedling plantings at the ETB nursery or the extensive tree restoration project at City Park. We continue to work closely with Friends of Trees, Our Town, the Emma Scott Garden Club and WV Master Naturalist program to mutually support green-related initiatives. Support from the City of Elkins, especially the Street and Operations departments and Parks and Recreation; the West Virginia Division of Forestry; and the community, continues to be inspiring.

Actions and Accomplishments 2022

January 2022

- Tree City Recertification and Growth Award applications submitted to WV Division of Forestry (WV DOF). Both were successfully received and awarded. Grant for third WV DOF Demonstration City program also approved.

February 2022

- Planned and ordered trees for extensive tree restoration project in City Park.

March 2022

- Work began with Demonstration City Grant with the City of Elkins Street Department removing more tree boxes and trees at 7 locations. Installation of trees begins by city arborist David Mitchell. The trees were a minimum of 2" caliber of various species determined by ETB members and arborist to be the most appropriate. Three were planted in tree berm which did not require tree removal. Downtown and Darden Garden trees were pruned as part of the grant thereby ensuring their health and shape.
- The ETB joined Our Town's Get Ready for Spring event in The Atrium. ETB had a booth with hands-on activities and tree planting information, and hosted a well-attended Fruit Tree Pruning Workshop at the Kump House afterwards.

April 2022

- Arbor Day 2022 celebrations began with Earth Day at City Park at which the ETB handed out 50 redbud seedlings and manned an information booth. This was a shared event with Elkins Women's Club and other agencies. It was followed by two ETB organized workdays which resulted in 30 trees planted at Elkins City Park as part of the board's restoration plan to ensure the future of the park's canopy. Nearly 50 volunteers from Parks and Rec, Friends of Trees, Master Naturalists, the community and The Children's Home participated.
- On the actual Arbor Day, there were two tree plantings: ETB's Glendale Park and Emma Scott Garden Club's at Bluegrass Park. This was followed by the planting of two large trees donated by MonPower at Bluegrass Park. ▶

Public Pruning Workshops: Spring & Fall

Arbor Day commemorations: Bluegrass & Glendale parks

Earth Day Tree Planting @ City Park

May 2022

- ETB members prepared the Darden Gardens for spring with student volunteers from the Mountain School.

June-August 2022

- Monthly maintenance continued at the Kump House ETB tree nursery and orchard. Projects included fence repair, weeding and pruning of heirloom apple trees and planting seedings. WV Master Naturalists, Friends of Trees and Mountain School volunteers assisted with efforts.

September 2022

- ETB receives notification of receiving the prestigious Gold Leaf award from the International Society of Arboriculture, Mid-Atlantic region, for excellence in Arbor Day programming.

October 2022

- Adopt-A-Tree program returns with 14 trees donated to homeowners and businesses to help green the City.
- ETB host pruning workshop with WV DOF forester before tree give-away.

November 2022

- Third WV DOF Demonstration City Grant completed with tree beds expanded and tree grates installed.
- ETB formally requests that COE order cigarette receptacles for downtown trash bins to protect tree beds at Municipal Properties Committee meeting.

December 2022

- Decorated Darden House for the holidays.
- Work begins on fourth and final tree replacement-related Demonstration City Grant.

LOOKING AHEAD FOR 2023

- Working on Elkins' Urban Forest Management Plan, which includes City Park Project and forest canopy analysis
- Continue and expand collaborative projects to increase public education
- Improve tree inventory listing
- Update/expand COE tree ordinance

From clockwise, from left to right: Young recipient of tree from ETB, Earth Day activities sponsored by Tree Board, and FOT volunteer at heirloom apple orchard.

100
trees planted

More than
840
volunteer hours donated to Elkins' urban forest

Mon Power Planting at Bluegrass Park

Darden Garden Clean-up

Tree Nursery maintenance day with Mountain School help

New tree identification tags installed at Glendale Park

Adopt-a-tree Day at nursery

Receiving Gold Leaf award

CITY OF ELKINS
AGENDA ITEM REPORT

Meeting Date:	February 2, 2023
Section:	Staff reports
Category:	Presentation
Agenda Item Name:	Elkins Police Department annual report
Recommended By:	
Summary:	
Fiscal Impact:	
Recommendation:	
Attachments:	None

FY2023 Purchasing Card Rebates

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		TOTAL
General Fund	**2,071.89**	**2,015.31**				**4,087.20**
Parks Fund	**149.13**	**441.72**				**590.85**
Fire Fund	**181.34**	**135.99**				**317.33**
Water Fund	**484.52**	**437.25**				**921.77**
Sewer Fund	**800.36**	**749.99**				**1,550.35**
Sanitation Fund	**440.01**	**406.03**				**846.04**
Landfill Fund	-	-				-
	4,127.25	**4,186.29**	-	-		**8,313.54**

MASTERCARD P-CARD QUARTERLY REBATES

	October	October Fuel	November	November Fuel	December	December Fuel	
General Fund	49,669.40	8,548.71	39,593.21	7,413.26	36,031.69	6,280.01	105,224.58
Parks Fund	28,427.67	293.03	1,234.95	274.90	2,406.29	59.26	30,230.55
Fire Fund	5,332.82	474.21	790.26	36.71	1,012.13	49.08	6,634.00
Water Fund	11,199.13	4,170.10	2,437.88	2,941.15	7,814.41	2,606.75	20,748.26
Sewer Fund	24,587.28	1,920.69	12,393.87	1,795.02	20,955.74	1,565.79	40,696.86
Sanitation Fund	5,315.40	6,781.27	1,350.18	6,894.71	10,029.98	5,731.30	20,341.56
Landfill Fund	-	-	-	-	-	-	-
	124,531.70	22,188.01	57,800.35	19,355.75	78,250.24	16,292.19	
							223,875.81
							0.018699162

General Fund - Rebates	2,015.31
Parks - Rebates	565.29
Fire-Rebates	124.05
Water - Rebates	387.98
Sewer - Rebates	761.00
Sanitation - Rebates	380.37
Landfill Rebates	0.00
	$ 4,186.29

Oct-Dec 2022 MASTERCARD P-CARD REBATE

ARP Funds Approved	Dollars		Council Approval
ARP Funds		**$3,089,843**	
Interest		**$2,484**	
Total		**$3,092,327**	
Water Distribution	389,775		8/19/2021
(City Hall) Water and Sewage Facility	450,000		8/19/2021
Water Plant	261,000		8/19/2021
Clerk Dept, Web redesign, Management Soft	31,350		10/7/2021
Addiction and Homeless Resources Task Force	5,000		10/7/2021
Water Line and Sewage Replacement Eng. Estimate	154,246		10/7/2021
Community Projects	154,246		10/7/2021
Wastewater and Wheel Loader	102,000		11/18/2021
Wastewater SCADA	55,000		11/18/2021
EPRC	31,000		3/17/2022
Davis Medical Center	9,079		3/17/2022
Wastewater SCADA (additional funds)	45,000		3/17/2022
Street Dept. backhoe	110,271		4/7/2022
Water Plant SCADA	147,801		4/7/2022
Riverfront Dev. Design	5,000		4/7/2022
Wastewater Collection service truck & **bed**	165,900		5/25/2022
N. Randolph sewer study	15,100		6/2/2022
Street Department equipment & vehicles	543,000		6/2/2022
Fire Department equipment	60,000		6/2/2022
Wastewater Collection backhoe	134,100		6/2/2022
Wastewater dump site	80,000		6/2/2022
Wasterwater SCADA upgrades	76,705		7/28/2022
Water Plant compressors	21,784		7/28/2022
Trf WWC Backhoe to Uitility Bed **$900 Adj Above**			9/1/2022
Total Appropriated	3,047,357	98.55%	
Remaining Available	44,970	1.45%	

SUMMARY

Date Paid	Vendor	Revenue	Expenditure	Amount	Balance Available	Fund/Dept. Usage
7/22/2021		Deposit	ARPA	$1,542,466.71	$1,542,466.71	N/A
9/30/2021	Ogden Enterprise		tandem trailer	$19,600.00	$1,522,866.71	Water Dist
9/30/2021	Leslie Equipment		light plant	$9,750.00	$1,513,116.71	Water Dist
9/30/2021	Mountain Valley Bank	Interest	n/a	$152.13	$1,513,268.84	N/A
10/5/2021	CR Enviromental		replacement bearing, labor	$1,400.00	$1,511,868.84	Water Trt
10/7/2021	Steve's Electrical		floc bearing replacement	$900.00	$1,510,968.84	Water Trt
10/8/2021	Elkins Fordland		2015 Ford 150	$20,875.00	$1,490,093.84	Water Dist
10/18/2021	CivicPlus		website agenda management	$8,708.00	$1,481,385.84	General/Clerk
10/18/2021	Power Equipment		2 trash pumps	$3,527.98	$1,477,857.86	Water Trt
10/20/2021	C-Com		gate pedistal	$1,779.96	$1,476,077.90	Water Trt
10/21/2021	Hack Company		panel, channel, software	$24,750.87	$1,451,327.03	Water Trt
10/21/2021	Steve's Electrical		labor for trash pumps	$900.00	$1,450,427.03	Water Trt
10/21/2021	Zoro		4-bearings	$1,944.00	$1,448,483.03	Water Trt
10/21/2021	Camlock Direct		4" camlock hoses	$2,739.68	$1,445,743.35	Water Trt
10/21/2021	C-Com		computer, scada, drives, labor	$11,000.00	$1,434,743.35	Water Trt
10/26/2021	Steve's Electrical		sludge removal equipment	$800.00	$1,433,943.35	Water Trt
10/27/2021		Deposit	ARPA-Additional Funds	$2,454.82	$1,436,398.17	N/A
10/31/2021	Mountain Valley Bank	Interest	n/a	$143.58	$1,436,541.75	N/A
11/18/2021	Power Equipment		water pumps, couplings	$479.94	$1,436,061.81	Water Trt
11/30/2021	Mountain Valley Bank	Interest	n/a	$151.27	$1,436,213.08	N/A
12/1/2021	Southern States		stihl chain saw	$1,629.99	$1,434,583.09	Water Dist
12/3/2022	USA Blue Book		pump, wrenches, tapping kit	$7,371.51	$1,427,211.58	Water Dist
12/15/2021	Snap-On		wrench,ratchet & socket set	$1,495.00	$1,425,716.58	Water Dist
12/15/2021	Snap-On		pick set, sharpener, service set	$788.50	$1,424,928.08	Water Dist
12/15/2022	C-Com		Scada computer, printer, labor	$1,841.99	$1,423,086.09	Water Trt
12/20/2021	Ilderton Dodge		2021 Ram 5500	$77,312.00	$1,345,774.09	Water Dist
12/28/2021	Leslie Equipment		light plant	$10,000.00	$1,335,774.09	Water Dist
12/28/2021	Cybertech		SCADA upgrade servers	$20,000.00	$1,315,774.09	Water Trt
12/28/2021	Cybertech		SCADA upgrade Unit A	$20,000.00	$1,295,774.09	Water Trt
12/31/2021	Mountain Valley Bank	Interest	n/a	$143.49	$1,295,917.58	N/A
1/4/2022	State Electric		pvc conduit, fittings, wire	$1,815.58	$1,294,102.00	Water Trt
1/5/2022	Cleveland Brothers		CAT 420 XE	$121,913.00	$1,172,189.00	Water Dist
1/12/2022	Hach Company		modify raw water analyzers	$18,538.55	$1,153,650.45	Water Trt
1/12/2022	Hach Company		clearwell analyzers	$17,547.23	$1,136,103.22	Water Trt
1/31/2022	Mountain Valley Bank	Interest	n/a	$133.43	$1,136,236.65	N/A
2/1/2022	Hach Company		SCADA implementation	$24,900.00	$1,111,336.65	Water Trt
2/9/2022	Cybertech		firewall upgrade	$4,562.96	$1,106,773.69	Water Trt
2/9/2022	Weimer Ford		2012 Nissan Titan	$23,472.46	$1,083,301.23	Water Dist
2/9/2022	Water Pump Direct		trash pump, couplings	$2,144.17	$1,081,157.06	Water Dist
2/9/2022	Adkins Home Center		generator, cover	$901.99	$1,080,255.07	Water Dist
3/2/2022	LMC & Associates		website design & development	$3,400.83	$1,076,854.24	General/Clerk
2/24/2022	Airgas USA LLC		welder, spool, cylinder	$5,920.10	$1,070,934.14	Water Dist
2/28/2022	Mountain Valley Bank	Interest	n/a	$103.43	$1,071,037.57	N/A
3/31/2022	Mountain Valley Bank	Interest	n/a	$109.66	$1,071,147.23	N/A
4/11/2022	Cybertech		ignition migration	$48,277.60	$1,022,869.63	Sewer Trt
4/11/2022	Cybertech		SCADA migration	$87,948.42	$934,921.21	Water Trt
4/11/2022	Newlons International		2021 Luigong 835H loader	$98,728.00	$836,193.21	Sewer Trt

$474,711.29 4/30/22 Annual Treasu

4/11/2022	State Equipment		Case 580 SN backhoe	$110,771.00	$725,422.21	Streets
4/11/2022	COE Parks & Recreation		sewer pump for Riverbend	$8,994.00	$716,428.21	Parks
4/11/2022	Davis Health System		respirators, filters	$9,709.00	$706,719.21	Community Requests
4/29/2022	Builders Group		hammerdrill, grinder, discs	$881.60	$705,837.61	Water Dist
4/29/2022	Core & Main		2-Hymax socket sets	$560.00	$705,277.61	Water Dist
4/29/2022	CITCO Water		chlorine test kits	$2,805.53	$702,472.08	Water Dist
4/29/2022	USA Blue Book		carrying cases, valve keys, wrenches	$970.57	$701,501.51	Water Dist
4/29/2022	Vannostrand Arch.		emergency generator bid docs	$9,600.00	$691,901.51	City Hall
4/30/2022	**Mountain Valley Bank**	Interest	n/a	**$91.87**	**$691,993.38**	**N/A**
5/11/2022	Baker Equipment		2021 Ram 5500 Utility Bed	$55,344.00	$636,649.38	Water Dist
5/17/2022	Our Town		2022 Concert series	$3,000.00	$633,649.38	Community Requests
5/17/2022	Burgess & Niple		water needs assessment	$4,980.00	$628,669.38	Water/Sewer Infrastucture
5/25/2022	Burgess & Niple		sewer needs assessment	$4,233.00	$624,436.38	Water/Sewer Infrastucture
5/26/2022	Elkins Chrysler Dodge		2021 Ram 5500	$80,275.00	$544,161.38	Sewer Collection
5/31/2022	**Mountain Valley Bank**	Interest	n/a	**$71.36**	**$544,232.74**	**N/A**
6/2/2022	Amtower Auto		trash pump, press washer, drill	$7,580.53	$536,652.21	Water Dist
6/2/2022	Old Brick Playhouse		OB sound, lights	$8,000.00	$528,652.21	Community Requests
6/2/2022	USA Blue Book		wrenches, shutoff tool, hammer	$1,248.83	$527,403.38	Water Dist
6/2/2022	Pollardwater		wrench, cutters, tubing, sockets	$1,431.28	$525,972.10	Water Dist
6/2/2022	Burgess & Niple		water needs assessment	$2,739.00	$523,233.10	Water/Sewer Infrastucture
6/2/2022	Burgess & Niple		sewer needs assessment	$2,739.00	$520,494.10	Water/Sewer Infrastucture
6/29/2022	Rand Co Comm Arts		paint, piano, restroom upgrade	$5,000.00	$515,494.10	Community Requests
6/30/2022		Interest	n/a	**$56.44**	**$515,550.54**	**N/A**
7/7/2022	State Equipment		Case SC208DSM Roller	$97,000.00	$418,550.54	Streets
7/7/2022	Crane & Machinery		2022 Manitek Aerial Tk	$174,900.00	$243,650.54	Streets
7/8/2022		Deposit	APRA	$1,544,921.53	**$1,788,572.07**	N/A
7/11/2022	Elkins Babe Ruth		bleacher project	$50,000.00	$1,738,572.07	Community Requests
7/19/2022	Meals on Wheels		Feeding the Seniors	$7,000.00	$1,731,572.07	Community Requests
7/27/2022	Burgess & Niple		water needs assessment	$1,245.00	$1,730,327.07	Water/Sewer Infrastucture
7/27/2022	Burgess & Niple		sewer needs assessment	$1,245.00	$1,729,082.07	Water/Sewer Infrastucture
7/27/2022	USA Blue Book		2 carrying cases	$390.00	$1,728,692.07	Water Dist
7/27/2022	USA Blue Book		lighted valve keys	$746.85	$1,727,945.22	Water Dist
7/29/2022	Rand. Co. Housing Auth.		Youthbuild Education & Training	$10,000.00	$1,717,945.22	Community Requests
7/29/2022	Preston Chevrolet		2022 Chevy Silverado 3500	$71,296.00	$1,646,649.22	Streets
7/31/2022		Interest	n/a	**$183.32**	**$1,646,832.54**	**N/A**
8/8/2022	GAI Consultants		professional services-River Front	$4,500.00	$1,642,332.54	General/City Hall
8/8/2022	Builders Group		chisels, knife, blades, socked	$728.44	$1,641,604.10	Water Dist
8/31/2022		Interest	n/a	**$224.14**	**$1,641,828.24**	**N/A**
9/1/2022	Burgess & Niple		water needs assessment	$996.00	$1,640,832.24	Water/Sewer Infrastucture
9/1/2022	Burgess & Niple		sewer needs assessment	$996.00	$1,639,836.24	Water/Sewer Infrastucture
9/1/2022	Fastenal		bandsaw, impact wrench, sawzall	$1,843.60	$1,637,992.64	Water Dist
9/1/2022	Leslie Equipment		JD 310SL Backhoe	$134,100.00	$1,503,892.64	Sewer Collection
9/1/2022	Compressor World		2-Kaishan compressors	$19,892.00	$1,484,000.64	Water Trt
9/7/2022	LMC & Associates		website design & development	$3,333.33	$1,480,667.31	General/Clerk

9/7/2022	Zoro		penlight, ratchet, shutoff tool	$524.49	$1,480,142.82	Water Dist
9/7/2022	Zoro		pliers, wrenches, tubing cutter	$870.96	$1,479,271.86	Water Dist
9/20/2022	Elkins Farmers Market		canopy, tables, signage, banner	$2,500.00	$1,476,771.86	Community Requests
9/28/2022	Burgess & Niple		water needs assessment	$1,369.50	$1,475,402.36	Water/Sewer Infrastucture
9/28/2022	Burgess & Niple		sewer needs assessment	$1,369.50	$1,474,032.86	Water/Sewer Infrastucture
9/28/2022	CivicPlus		website agenda, bds/comm module	$6,321.00	$1,467,711.86	General/Clerk
9/28/2022	D&E		amphitheater project	$43,746.00	$1,423,965.86	Community Requests
9/28/2022	Snap-On		assorted tools	$3,116.34	$1,420,849.52	Water Dist
9/28/2022	Cybertech		SCADA upgrade	$40,773.77	$1,380,075.75	Sewer Trt
9/30/2022		**Interest**	**n/a**	**$191.47**	**$1,380,267.22**	**N/A**
10/24/2022	Burgess & Niple		water needs assessment	$996.00	$1,379,271.22	Water/Sewer Infrastucture
10/24/2022	Burgess & Niple		sewer needs assessment	$996.00	$1,378,275.22	Water/Sewer Infrastucture
10/24/2022	Heritage Fire		adapters, valve, monitor, nozzle	$30,752.88	$1,347,522.34	Fire Dept
10/24/2022	Zoro		clamps, sealant, union, bushing	$542.91	$1,346,979.43	Water Trt
10/24/2022	Zoro		connectors, cap, tee, valve	$230.60	$1,346,748.83	Water Trt
10/24/2022	Zoro		nipple	$30.16	$1,346,718.67	Water Trt
10/24/2022	Zoro		liquid tight	$37.00	$1,346,681.67	Water Trt
10/24/2022	Zoro		band clamp	$127.92	$1,346,553.75	Water Trt
10/24/2022	Big Chimney Auto		60" CA DRW Chassis	$85,625.00	$1,260,928.75	Sewer Trt
10/31/2022		**Interest**	**n/a**	**$240.10**	**$1,261,168.85**	**N/A**
11/2/2022	Zoro		air hoses	$383.44	$1,260,785.41	Water Trt
11/17/2022	State Electric		fittings, straps, boxes, pvc	$1,152.29	$1,259,633.12	Water Trt
11/17/2022	State Electric		Nema cvr box	$118.62	$1,259,514.50	Water Trt
11/29/2022	Burgess & Niple		water needs assessment	$498.00	$1,259,016.50	Water/Sewer Infrastucture
11/29/2022	Burgess & Niple		sewer needs assessment	$498.00	$1,258,518.50	Water/Sewer Infrastucture
11/30/2022		**Interest**	**n/a**	**$231.70**	**$1,258,750.20**	**N/A**
12/8/2022	Witmer Safety		fire structure boots	$2,653.15	$1,256,097.05	Fire Dept
12/13/2022	Elkins-Rand YMCA		Youth Center Washroom Project	$5,000.00	$1,251,097.05	Community Requests
12/31/2022		**Interest**	**n/a**	**$256.75**	**$1,251,353.80**	**N/A**
1/11/2023	Municipal Emergency Services		thermal camera kit	$5,808.97	$1,245,544.83	Fire Dept
1/11/2023	Heritage Fire		nozzle	$732.36	$1,244,812.47	Fire Dept
1/25/2023	Cira & Associates		asbestos testing	$585.00	$1,244,227.47	City Hall
1/25/2023	Vannostrand Arch.		HVAC project	$49,000.00	$1,195,227.47	City Hall

Deposits

American Rescue Plan Act Reporting

Davis Medical Center		Date Paid	Vendor	Expenditure	Amount	Balance Available
$9,709.00						$9,709.00
		4/11/2022	Davis Medical	respirators, filters, supplies	$9,709.00	$0.00
					$9,709.00	

American Rescue Plan Act Reporting

Elkins Parks & Recreation	Date Paid	Vendor	Expenditure	Amount	Balance Available
$31,000.00					$31,000.00
	4/11/2022	COE Parks	sewer pump for Riverbend	$8,994.00	$22,006.00
				$8,994.00	

American Rescue Plan Act Reporting

Water Distribution	Date Paid	Vendor	Expenditure	Amount	Balance Available	
$389,775.00					$389,775.00	
	9/30/2021	Ogden Enterprise	tandem trailer	$19,600.00	$370,175.00	Sumitted 4/30/22
	9/30/2021	Leslie Equipment	light plant	$9,750.00	$360,425.00	
	10/8/2021	Elkins Fordland	2015 F150	$20,875.00	$339,550.00	
	12/1/2021	Southern States	stihl chain saw	$1,629.99	$337,920.01	
	12/3/2022	USA Blue Book	pump, wrenches, tapping kit	$7,371.51	$330,548.50	
	12/15/2021	Snap-On	wrench, ratchet & socket set	$1,495.00	$329,053.50	
	12/15/2021	Snap-On	pick set,sharpener,service set	$788.50	$328,265.00	
	12/16/2022	Cleveland Bros	CAT 420 XE	$121,913.00	$206,352.00	
	12/20/2021	Ilderton Dodge	2021 Ram 5500	$77,312.00	$129,040.00	
	12/28/2021	Leslie Equipment	light plant	$10,000.00	$119,040.00	
	2/9/2022	Weimer Ford	2012 Nissan Titan	$23,472.46	$95,567.54	
	2/9/2022	Water Pump Direct	trash pump, couplings	$2,144.17	$93,423.37	
	2/9/2022	Adkins Home Center	generator, cover	$901.99	$92,521.38	
	2/24/2022	Airgas USA LLC	welder, spool, cylinder	$5,920.10	$86,601.28	
	4/29/2022	Builders Group	hammerdrill, grinder, discs	$881.60	$85,719.68	
	4/29/2022	Core & Main	2-Hymax socket sets	$560.00	$85,159.68	
	4/29/2022	CITCO Water	chlorine test kits	$2,805.53	$82,354.15	
	4/29/2022	USA Blue Book	carrying cases, valve keys, wrenches	$970.57	$81,383.58	
	5/11/2022	Baker Equipment	2021 Ram 5500 Utility Bed	$55,344.00	$26,039.58	
	6/2/2022	Amtower Auto	trash pump, press washer, drill	$7,580.53	$18,459.05	
	6/2/2022	USA Blue Book	wrenches, shutoff tool, hammer	$1,248.83	$17,210.22	
	6/2/2022	Pollardwater	wrench, cutters, tubing, sockets	$1,431.28	$15,778.94	
	7/27/2022	USA Blue Book	2 carrying cases	$390.00	$15,388.94	
	7/27/2022	USA Blue Book	lighted valve keys	$746.85	$14,642.09	
	8/8/2022	Builders Group	chisels, knife, blades, socket	$728.44	$13,913.65	
	8/5/2022	Fastenal	bandsaw, impact wrench, sawzall	1,843.60	$12,070.05	
	9/7/2022	Zoro	penlight, ratchet, shutoff tool	524.49	$11,545.56	
	9/7/2022	Zoro	pliers, wrenches, tubing cutter	870.96	$10,674.60	
	9/28/2022	Snap-On	assorted tools	3,116.34	$7,558.26	
				$382,216.74		

Water Treatment	Date Paid	Vendor	Expenditure	Amount	Balance Available	
$408,801.00					$408,801.00	
	10/5/2021	CR Enviromental	replacement bearing, labor	$1,400.00	$407,401.00	Sumitted 4/30/22
	10/7/2021	Steve's Electrical	floc bearing replacement	$900.00	$406,501.00	
	10/18/2021	Power Equipment	2 trash pumps	$3,527.98	$402,973.02	
	10/20/2021	C-Com	gate pedistal	$1,779.96	$401,193.06	
	10/21/2021	Hack Company	panel, channel, software	$24,750.87	$376,442.19	
	10/21/2021	Steve's Electrical	labor for trash pumps	$900.00	$375,542.19	
	10/21/2021	Zoro	4-bearings	$1,944.00	$373,598.19	
	10/21/2021	Camlock Direct	4" camlock hoses	$2,739.68	$370,858.51	
	10/21/2021	C-Com	computer, scada, drives, labor	$11,000.00	$359,858.51	
	10/26/2021	Steve's Electrical	sludge removal equipment	$800.00	$359,058.51	
	11/18/2021	Power Equipment	water pumps, couplings	$479.94	$358,578.57	
	12/15/2021	C-Com	scada computer, printer, install	$1,841.99	$356,736.58	
	12/28/2021	Cybertech	SCADA upgrade servers	$20,000.00	$336,736.58	
	12/28/2021	Cybertech	SCADA upgrade Unit A	$20,000.00	$316,736.58	
	1/4/2022	State Electric	pvc conduit,fittings,wire	$1,815.58	$314,921.00	
	1/12/2022	Hack Company	modify raw water analyzers	$18,538.55	$296,382.45	
	1/12/2022	Hack Company	clearwell analyzers	$17,547.23	$278,835.22	
	2/1/2022	Cybertech	SCADA implementation	$24,900.00	$253,935.22	
	2/9/2022	Cybertech	firewall upgrade	$4,562.96	$249,372.26	
	4/11/2022	Cybertech	SCADA ignition, migration	$87,948.42	$161,423.84	
	9/1/2022	Compressor World	2-Kaishan compressors	$19,892.00	$141,531.84	
	10/24/2022	Zoro	clamps, sealant, union, bushing	$542.91	$140,988.93	
	10/24/2022	Zoro	connectors, cap, tee, valve	$230.60	$140,758.33	
	10/24/2022	Zoro	nipple	$30.16	$140,728.17	
	10/24/2022	Zoro	liquid tight	$37.00	$140,691.17	
	10/24/2022	Zoro	band clamp	$127.92	$140,563.25	
	11/2/2022	Zoro Tools	air hoses	$383.44	$140,179.81	
	11/17/2022	State Electric	fittings, straps , boxes, pvc	$1,152.29	$139,027.52	
	11/17/2022	State Electric	Nema cvr box	$118.62	$138,908.90	
				$269,892.10		

American Rescue Plan Act Reporting

Sewer Collection		Date Paid	Vendor	Expenditure	Amount	Balance Available
$300,000.00						$300,000.00
		5/26/2022	Elkins Chrysler Dodge	2021 Ram 5500	$80,275.00	$219,725.00
		9/1/2022	Leslie Equipment	JD 310SL Backhoe	$134,100.00	$85,625.00
		10/24/2022	Big Chimney Auto	60" CA DRW Chassis	$85,625.00	$0.00
					$300,000.00	

Sewer Treatment		Date Paid	Vendor	Expenditure	Amount	Balance Available
$282,000.00						$282,000.00
		4/11/2022	Cybertech	SCADA ignition, migration	$48,277.60	$233,722.40
		4/11/2022	Newlon's Intl	2021 Luigong loader	$98,728.00	$134,994.40
		9/28/2022	Cybertech	SCADA upgrade	$40,773.77	$94,220.63
					$187,779.37	

American Rescue Plan Act Reporting

Clerk's Office	Date Paid	Vendor	Expenditure	Amount	Balance Available	
$31,350.00					$31,350.00	Sumitted 4/30/22
	10/18/2021	CivicPlus	website agenda management	$8,708.00	$22,642.00	
	3/2/2022	LMC & Associates	website design & development	$3,400.83	$19,241.17	
	9/7/2022	LMC & Associates	website design & development	$3,333.33	$15,907.84	
	9/28/2022	CivicPlus	website agenda & bds/comm module	$6,321.00	$9,586.84	
				$21,763.16		

City Hall	Date Paid	Vendor	Expenditure	Amount	Balance Available
$450,000.00					$450,000.00
	4/29/2022	Vannostrand Arch	emergency generator bid docs	$9,600.00	$440,400.00
	1/25/2023	Cira & Associates	asbestos testing	$585.00	$439,815.00
	1/25/2023	Vannostrand Arch	HVAC	$49,000.00	$390,815.00
				$59,185.00	

Addiction & Homelessness	Date Paid	Vendor	Expenditure	Amount	Balance Available
$5,000.00					$5,000.00
				$0.00	

Community Request	Date Paid	Vendor	Expenditure	Amount	Balance Available
$154,246.00					$154,246.00
	5/17/2022	Our Town	2022 Concert Series	$3,000.00	$151,246.00
	6/2/2022	Old Brick Playhouse	OB sound, lights	$8,000.00	$143,246.00
	6/29/2022	Rand Co Comm Arts	Paint, piano, restroom upgrade	$5,000.00	$138,246.00
	7/11/2022	Elkins Babe Ruth	Bleacher project	$50,000.00	$88,246.00
	7/19/2022	Meals on Wheels	Feeding the Seniors	$7,000.00	$81,246.00
	7/29/2022	Rand Co Housing Auth	Youthbuild Education & Training	$10,000.00	$71,246.00
	9/20/2022	Elkins Farmers Market	Canopy, tables, signage, banner	$2,500.00	$68,746.00
	9/28/2022	D&E College	Amphitheater project	$43,746.00	$25,000.00
	12/13/2022	Elkins-Rand YMCA	Youth Center Washroom Project	$5,000.00	$20,000.00
				$134,246.00	

American Rescue Plan Act Reporting

Sewer/Water Infrastructure
$154,246.00

Date Paid	Vendor	Expenditure	Amount	Balance Available
				$154,246.00
5/17/2022	Burgess & Niple	Water needs assessment	$4,980.00	$149,266.00
5/25/2022	Burgess & Niple	Sewer needs assessment	$4,233.00	$145,033.00
6/29/2022	Burgess & Niple	Water needs assessment	$2,739.00	$142,294.00
6/29/2022	Burgess & Niple	Sewer needs assessment	$2,739.00	$139,555.00
7/27/2022	Burgess & Niple	Water needs assessment	$1,245.00	$138,310.00
7/27/2022	Burgess & Niple	Sewer needs assessment	$1,245.00	$137,065.00
8/24/2022	Burgess & Niple	Water needs assessment	$996.00	$136,069.00
8/24/2022	Burgess & Niple	Sewer needs assessment	$996.00	$135,073.00
9/28/2022	Burgess & Niple	Water needs assessment	$1,369.50	$133,703.50
9/28/2022	Burgess & Niple	Sewer needs assessment	$1,369.50	$132,334.00
10/24/2022	Burgess & Niple	Water needs assessment	$996.00	$131,338.00
10/24/2022	Burgess & Niple	Sewer needs assessment	$996.00	$130,342.00
11/29/2022	Burgess & Niple	Water needs assessment	$498.00	$129,844.00
11/29/2022	Burgess & Niple	Sewer needs assessment	$498.00	$129,346.00
			$24,900.00	

American Rescue Plan Act Reporting

Streets		Date Paid	Vendor	Expenditure	Amount	Balance Available
$653,271.00						$653,271.00
		4/11/2022	State Equipment	Case 580SN backhoe	$110,771.00	$542,500.00
		7/7/2022	State Equipment	Case SV208DSM Roller	$97,000.00	$445,500.00
		7/7/2022	Crane & Machinery	2022 Manitek Aerial Tk	$174,900.00	$270,600.00
		7/29/2022	Preston Chevrolet	2022 Chevy Silverado 3500	$71,296.00	$199,304.00
					$453,967.00	

American Rescue Plan Act Reporting

Elkins Fire Dept.		Date Paid	Vendor	Expenditure	Amount	Balance Available
$60,000.00						$60,000.00
		10/24/2022	Heritage Fire	adapters, valve, monitor, nozzle	$30,752.88	$29,247.12
		12/8/2022	Witmer Safety	fire structure boots	$2,653.15	$26,593.97
		1/11/2023	Municipal Emergency Services	thermal camera kit	$5,808.97	$20,785.00
		1/11/2023	Heritage Fire	nozzle	$732.36	$20,052.64
					$39,947.36	

American Rescue Plan Act Reporting

N. Randolph Sewer Study		Date Paid	Vendor	Expenditure	Amount	Balance Available
$15,100.00						$15,100.00
					$0.00	

American Rescue Plan Act Reporting

Riverfront Development Design		Date Paid	Vendor	Expenditure	Amount	Balance Available
$5,000.00						$5,000.00
		8/8/2022	GAI Consultants	professional services	$4,500.00	$500.00
					$4,500.00	

VENDOR SET: 01 Elkins

BANK: * ALL BANKS

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02342	Safety Caution Equipment Co							
C-CHECK	Safety Caution EquipmentVOIDED	V	1/18/2023			000015		277.00CR

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0			0.00	0.00	0.00
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	0			0.00	0.00	0.00
EFT:	0			0.00	0.00	0.00
NON CHECKS:	0			0.00	0.00	0.00
VOID CHECKS:	1	VOID DEBITS	0.00			
		VOID CREDITS	277.00CR	277.00CR	0.00	

TOTAL ERRORS: 0

		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK:	TOTALS:	1	277.00CR	0.00	0.00
BANK:	TOTALS:	1	277.00CR	0.00	0.00

VENDOR SET: 01 Elkins
BANK: ARPA America Rescue Plan Act
DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00118	Cira and Associates Consulting							
I-11942	City Hall contracted services	R	1/25/2023	585.00		000089		585.00
01155	Vannostrand Architects, PLLC							
I-22080550-1	City Hall contracted services	R	1/25/2023	49,000.00		000090		49,000.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2			49,585.00	0.00	49,585.00
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	0			0.00	0.00	0.00
EFT:	0			0.00	0.00	0.00
NON CHECKS:	0			0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00			
		VOID CREDITS	0.00	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: ARPA TOTALS:	2	49,585.00	0.00	49,585.00
BANK: ARPA TOTALS:	2	49,585.00	0.00	49,585.00

VENDOR SET: 01 Elkins
BANK: FINST Financial Stabilization
DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00140	City of Elkins							
I-Transfer to Demo	transfer to Demolition	R	1/25/2023	11,000.00		000014		11,000.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1			11,000.00	0.00	11,000.00
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	0			0.00	0.00	0.00
EFT:	0			0.00	0.00	0.00
NON CHECKS:	0			0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00			
		VOID CREDITS	0.00	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: FINSTTOTALS:	1	11,000.00	0.00	11,000.00
BANK: FINST TOTALS:	1	11,000.00	0.00	11,000.00

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02122	Burke, Linda							
C-102522 CKREQ	clear ck req of 102522	N	1/25/2023	220.92CR		000000		
I-CKREQ REIM 102522	Reimburse 6-1 gal pots	N	1/25/2023	220.92		000000		
00741	Great-West Trust Company LLC							
I-VF 202301241368	Voya	D	1/24/2023	355.00		004393		
I-VF2202301241368	Voya AT	D	1/24/2023	50.00		004393		405.00
00032	Absolute Assurance Drug Test L							
I-08053505	Testing	R	1/18/2023	195.00		012820		195.00
00047	Truist Governmental Finance							
I-000004 012723	9948000234-04 012723 #76	R	1/18/2023	2,256.75		012821		
I-000006 012723	9948000234-06 012723 #18	R	1/18/2023	2,643.26		012821		
I-00005 012423	9948000234-05 012423 #36	R	1/18/2023	2,596.05		012821		7,496.06
00075	Encova Insurance							
I-36452115	WCN 120222-010223	R	1/18/2023	5,981.00		012822		5,981.00
00082	Builders Group, Inc.							
I-170170	couplings/tape	R	1/18/2023	32.76		012823		
I-706905 706899	LP Gas Heater/Lumber	R	1/18/2023	311.53		012823		344.29
00132	Clarksburg Water Board							
I-M89947	Bac T Sample Boil Water	R	1/18/2023	23.00		012824		23.00
00158	COE Water Depreciation Account							
I-WtrDepr 10/2022	Water Depr Dep 10/2022	R	1/18/2023	8,495.46		012825		8,495.46
00378	J F Allen Co.							
I-619-26-32-35-44-46	De-Icing Salt	R	1/18/2023	5,034.96		012826		5,034.96
00414	Wesley Lambert							
I-Reimb 011023	Reimb-pers card chgd Splashtop	R	1/18/2023	192.00		012827		192.00
00457	Metalworks, Inc.							
I-11952 12024	Supply Steel/Weld Tank	R	1/18/2023	622.00		012828		622.00
00465	Steve's Electrical Service LLC							
I-202145	Maint 121222-121522	R	1/18/2023	1,620.00		012829		
I-202146	Maint 121822-122522	R	1/18/2023	1,200.00		012829		2,820.00
00468	Miss Utility of West Virginia,							
I-WV22-5535	Message Fees December 2022	R	1/18/2023	86.95		012830		86.95

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00471	Mon Power							
I-CityPk 240 011223	City Park 240 121022-011023	R	1/18/2023	10.32		012831		
I-Park St 465 011223	Park St 465 121022-011023	R	1/18/2023	10.68		012831		
I-Park St 996 011223	Park St 996 121022-011023	R	1/18/2023	5.93		012831		
I-RRAve 011723	Blk LT 0 RR Ave 121422-011223	R	1/18/2023	43.04		012831		69.97
00483	Mountain Valley Bank							
I-1202553-21 012823	1202553-21 012823	R	1/18/2023	2,369.18		012832		2,369.18
00701	Toshiba Financial Services							
I-4910749711	E4515AC 122722-012723	R	1/18/2023	209.59		012833		209.59
00707	Trickett Hardware, Inc.							
I-2545	hardware/shovels/propane	R	1/18/2023	154.09		012834		154.09
00712	Tyler Technologies, Inc.							
I-025405555	Maintenance/Support	R	1/18/2023	41,797.02		012835		
I-025406911	Mary Starbird 11/10/22	R	1/18/2023	910.00		012835		42,707.02
00726	USA Blue Book							
I-215382	Transmitters/Drying Tube	R	1/18/2023	2,628.65		012836		2,628.65
00812	WV Regional Jail and Correctio							
I-12122B49F	30 inmate days TVRJ 12/22	R	1/18/2023	1,447.50		012837		1,447.50
00838	Groundhog Directional Drilling							
I-1093	Bore services Harpertown	R	1/18/2023	8,090.00		012838		8,090.00
00848	Snap-on							
I-01032380634	14.4v 2.5 Ahr Battery	R	1/18/2023	114.95		012839		114.95
00884	Colonial Court Service Station							
I-575566	Tire - 20 Fd Exp Right Front	R	1/18/2023	274.00		012840		274.00
00900	National Road Utility Supply,							
I-334643 thru 47	coupling/gaskets/flangekits	R	1/18/2023	8,136.87		012841		8,136.87
00992	McNeil & Company							
I-48094130	Renewal Comm Pkg 020123	R	1/18/2023	2,671.00		012842		
I-48099130	Inland Marine Renewal 020123	R	1/18/2023	1,098.75		012842		3,769.75
01313	COE Water O & M Account							
I-Water O&M 10/2022	Water O&M Dep 10/2022	R	1/18/2023	12,902.14		012843		12,902.14

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.		NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01390		Phoenix Solutions, LLC							
	C-4687 2x	Inv 4687 on 2 POs	R	1/18/2023	2,418.96CR		012844		
	I-4687 4709	Chemicals	R	1/18/2023	12,314.46		012844		
	I-4687-4715-4739	Chemicals	R	1/18/2023	8,513.92		012844		18,409.42
01416		Gerry Roberts							
	I-CK Req RCDA Deed	Reimb RCDA Deed	R	1/18/2023	36.00		012845		36.00
01445		Linda Silva							
	I-Reimb 011223	Reimb - zip ties/shears/snips	R	1/18/2023	72.69		012846		72.69
01447		Heritage Fire Equipment							
	I-7255	maint to Tower 402	R	1/18/2023	10,389.96		012847		10,389.96
01449		Dodson Pest Control							
	I-231731021242 22	Pest Cont Serv 12/2022	R	1/18/2023	60.00		012848		60.00
01594		Pace Analytical Services LLC							
	I-407209 407933	Contract Analysis Nov/Dec 2022	R	1/18/2023	1,701.76		012849		1,701.76
01681		DataMax Corporation							
	I-12312022	Collections Dec 31 2022	R	1/18/2023	4,033.25		012850		
	I-14601	collections 12/2022	R	1/18/2023	127.95		012850		4,161.20
01697		C-Com LLC							
	I-654171	Maint/Repairs 1213-121522	R	1/18/2023	2,250.00		012851		
	I-654172	Maint/Repair 1219-122222	R	1/18/2023	2,662.50		012851		
	I-654173	Call out -plant feed pumps	R	1/18/2023	562.50		012851		5,475.00
01727		Enterprise FM Trust							
	I-FBN4652608	Fleet Lease 01/2023	R	1/18/2023	16,274.47		012852		16,274.47
01833		P3 Cost Analysts							
	I-16672 01/2023	Merchant Acct Sav 01/2023	R	1/18/2023	389.01		012853		389.01
01836		Bob Evans							
	I-675563	replumb Glendale Office	R	1/18/2023	350.00		012854		350.00
02223		Quality Machine Company Inc							
	I-M198360	Flatbars/Bevels/labor TK21	R	1/18/2023	1,878.30		012855		1,878.30
02322		Badger Meter							
	I-80115846	Beacon MBL Hosting 12/22	R	1/18/2023	210.85		012856		210.85

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.		NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00787		WV Bureau of Employment Progra							
	I-4Q 22 Vol Fire	Unemployment Vol Fire 4Q	R	1/19/2023	38.47		012857		38.47
01753		Fifth Third Bank							
	I-MCard Fleet 12/22	MasterCard Fleet Pmt 12/2022	R	1/19/2023	16,292.19		012858		16,292.19
01753		Fifth Third Bank							
	C-GALLS 11794644	CR-boots	R	1/20/2023	193.75CR		012859		
	C-WEBSTAURANT	Webstaurant CR taxes chgd	R	1/20/2023	62.54CR		012859		
	I-MCard Pmt 12/2022	MasterCard Stmt Pmt 123122	R	1/20/2023	78,250.24		012859		77,993.95
00116		Child Support Enforcement							
	I-CDS202301241368	Child Support	R	1/24/2023	528.00		012860		528.00
00121		Citizens Bank of WVFP							
	I-FP 202301241368	Fire Pension	R	1/24/2023	517.51		012861		517.51
00122		Citizens Bank of WVPp							
	I-PP 202301241368	Police Pension	R	1/24/2023	174.36		012862		
	I-PPN202301241368	Police Pension-2010 Forward	R	1/24/2023	480.43		012862		654.79
00147		COE Misc							
	I-MIS202301241368	Misc Reimbursements	R	1/24/2023	548.00		012863		548.00
00150		COE Payroll							
	I-T1 202301241368	Federal Withholding	R	1/24/2023	13,327.78		012864		13,327.78
00151		COE Payroll							
	I-T3 202301241368	FICA	R	1/24/2023	14,876.92		012865		
	I-T4 202301241368	Medicare	R	1/24/2023	4,988.54		012865		19,865.46
00152		COE Payroll							
	I-T2 202301241368	State Withholding	R	1/24/2023	7,083.00		012866		7,083.00
00203		Davis Trust Company							
	I-CC 202301241368	Employee Christmas Club	R	1/24/2023	2,520.00		012867		2,520.00
00747		Washington National Insurance							
	I-WN 202301241368	Washington National Insurance	R	1/24/2023	726.43		012868		726.43
00837		COE Payroll Reimbursement							
	I-001202301241368	Payroll Reimbursement	R	1/24/2023	53,475.21		012869		
	I-006202301241368	Payroll Reimbursement	R	1/24/2023	5,063.20		012869		
	I-036202301241368	Payroll Reimbursement	R	1/24/2023	16,129.36		012869		
	I-400202301241368	Payroll Reimbursement	R	1/24/2023	19,912.23		012869		
	I-401202301241368	Payroll Reimbursement	R	1/24/2023	15,276.78		012869		
	I-404202301241368	Payroll Reimbursement	R	1/24/2023	11,972.77		012869		121,829.55

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01885	Colonial Life							
I-CL 202301241368	Colionial Life-AT	R	1/24/2023	85.92		012870		
I-CLP202301241368	Colonial Life-PT	R	1/24/2023	52.52		012870		138.44
00006	AFLAC							
I-AF 202301101365	Aflac-After Tax Ins	R	1/25/2023	85.21		012871		
I-AF 202301241368	Aflac-After Tax Ins	R	1/25/2023	85.21		012871		
I-AFL202301101365	Aflac Insurance	R	1/25/2023	99.30		012871		
I-AFL202301241368	Aflac Insurance	R	1/25/2023	99.30		012871		369.02
00242	Elkins Professional Firefighte							
I-EPF202301101365	Elkins Professional FF	R	1/25/2023	90.00		012872		
I-EPF202301241368	Elkins Professional FF	R	1/25/2023	90.00		012872		180.00
00498	Naylor's Ace Hardware							
I-455301	Batteries	R	1/25/2023	103.37		012873		
I-456215	DRVR Kit	R	1/25/2023	149.00		012873		252.37
00569	Randolph County Clerk							
I-Yeager Est	Estate Claim Raymond Yeager	R	1/25/2023	5.00		012874		5.00
00591	Retiree Health Benefit Trust F							
C-NUTTER 01/2023	RHBT went to 0.00 1/1/23	R	1/25/2023	105.14CR		012875		
C-PHARES 1/2023	RHBT Change 1/2023	R	1/25/2023	186.00CR		012875		
I-RChenoweth 1/23	RChenoweth 01/2023	R	1/25/2023	70.00		012875		
I-RHB202301241368	Retiree Health Benefit Trust	R	1/25/2023	4,830.00		012875		
I-RHBT 01/2023	Retirees 01/2023	R	1/25/2023	2,171.70		012875		6,780.56
00792	WV Consolidated Retirement Boa							
I-RTD202301101365	Retirement	R	1/25/2023	6,981.27		012876		
I-RTD202301241368	Retirement	R	1/25/2023	7,589.20		012876		14,570.47
00805	FBMC							
I-MFB202301101365	Mt. Flex Benefit	R	1/25/2023	1,590.36		012877		
I-MFB202301241368	Mt. Flex Benefit	R	1/25/2023	1,603.35		012877		
I-RChenoweth 01/23	RChenoweth 01/23	R	1/25/2023	52.54		012877		3,246.25
00810	WV Public Employee Insurance A							
I-BL 202301241368	Basic Life Benefit	R	1/25/2023	163.68		012878		
I-BL1202301241368	Basic Life Benefit +	R	1/25/2023	1.14		012878		
I-DL 202301101365	Dependent Life	R	1/25/2023	81.10		012878		
I-DL 202301241368	Dependent Life	R	1/25/2023	81.10		012878		
I-HPA202301101365	Ins-Health Plan A	R	1/25/2023	719.00		012878		
I-HPA202301241368	Ins-Health Plan A	R	1/25/2023	719.00		012878		
I-HPB202301101365	Ins-Health Plan B	R	1/25/2023	462.00		012878		
I-HPB202301241368	Ins-Health Plan B	R	1/25/2023	462.00		012878		
I-ICA202301101365	Ins - Emp/Child-Plan A	R	1/25/2023	917.00		012878		
I-ICA202301241368	Ins - Emp/Child-Plan A	R	1/25/2023	917.00		012878		

VENDOR SET: 01 Elkins
BANK: Pool Pooled Cash
DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-ICB202301101365	Ins- Emp/child - Plan B	R	1/25/2023	1,192.50		012878		
I-ICB202301241368	Ins- Emp/child - Plan B	R	1/25/2023	1,192.50		012878		
I-IFA202301101365	Ins - Family - Plan A	R	1/25/2023	11,858.00		012878		
I-IFA202301241368	Ins - Family - Plan A	R	1/25/2023	11,858.00		012878		
I-IFB202301101365	Ins - Family - Plan B	R	1/25/2023	5,126.00		012878		
I-IFB202301241368	Ins - Family - Plan B	R	1/25/2023	5,126.00		012878		
I-IFD202301101365	Ins-Fam-Plan B - Post Tax	R	1/25/2023	466.00		012878		
I-IFD202301241368	Ins-Fam-Plan B - Post Tax	R	1/25/2023	466.00		012878		
I-ISA202301101365	Ins - Single - Plan A	R	1/25/2023	4,003.50		012878		
I-ISA202301241368	Ins - Single - Plan A	R	1/25/2023	4,003.50		012878		
I-ISB202301101365	Ins-Single - Plan B	R	1/25/2023	1,872.00		012878		
I-ISB202301241368	Ins-Single - Plan B	R	1/25/2023	2,080.00		012878		
I-OL 202301101365	Optional Life	R	1/25/2023	325.45		012878		
I-OL 202301241368	Optional Life	R	1/25/2023	329.40		012878		
I-RChenoweth 01/23	RChenoweth Health/Life	R	1/25/2023	1,079.76		012878		
I-TOF202301101365	Tobacco Surcharge Family	R	1/25/2023	375.00		012878		
I-TOF202301241368	Tobacco Surcharge Family	R	1/25/2023	375.00		012878		
I-TOS202301101365	Tobacco Surcharge Single	R	1/25/2023	137.50		012878		
I-TOS202301241368	Tobacco Surcharge Single	R	1/25/2023	150.00		012878		56,539.13
00952	WV Consolidated Retirement Boa							
I-RTF202301101365	Retirement	R	1/25/2023	3,182.34		012879		
I-RTF202301241368	Retirement	R	1/25/2023	2,753.52		012879		
I-RTN202301101365	Retirement	R	1/25/2023	4,223.70		012879		
I-RTN202301241368	Retirement	R	1/25/2023	3,845.52		012879		14,005.08
00992	McNeil & Company							
I-48104130	Umbrella Renewal 020123	R	1/25/2023	437.50		012880		437.50
00993	WV Consolidated Retirement Boa							
I-RT6202301101365	Retirement 6%	R	1/25/2023	8,724.54		012881		
I-RT6202301241368	Retirement 6%	R	1/25/2023	8,825.94		012881		17,550.48
01102	Ferguson Waterworks #2080							
I-0789262	1/2 L Coup/1 CTS/CTS Comp	R	1/25/2023	354.00		012882		354.00
01331	TimeClock Plus							
I-00243521	Hardware support/maint	R	1/25/2023	2,214.02		012883		2,214.02
01390	Phoenix Solutions, LLC							
I-4780	Chemicals	R	1/25/2023	8,806.40		012884		8,806.40
01445	Linda Silva							
I-CKREQ 011923	grow bags reimb	R	1/25/2023	89.00		012885		89.00

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01594	Pace Analytical Services LLC							
I-2230392005	Analytical Services	R	1/25/2023	135.75		012886		
I-2230392137	Analytical Service	R	1/25/2023	130.32		012886		
I-2230393018	Analytical Services	R	1/25/2023	130.32		012886		
I-2230394230	Analytical Services	R	1/25/2023	266.07		012886		
I-2230396995	Analytical Services	R	1/25/2023	130.32		012886		
I-2230397033	Analytical Services	R	1/25/2023	130.32		012886		
I-2230398739	Analytical Services	R	1/25/2023	135.75		012886		
I-2230399958	Analytical Services	R	1/25/2023	386.62		012886		
I-2230399979	Analytical Services	R	1/25/2023	1,223.92		012886		
I-2230405060	Analytical Services	R	1/25/2023	130.32		012886		
I-2230406902	Analytical Services	R	1/25/2023	135.75		012886		
I-2230407544	Analytical Services	R	1/25/2023	130.32		012886		
I-2330410099	Analytical Services	R	1/25/2023	352.95		012886		3,418.73
01790	Crim Law Office PLLC							
I-322	Attny Services Nov 2022	R	1/25/2023	8,090.00		012887		
I-323	Mun Ct Matters 11/2022	R	1/25/2023	2,550.00		012887		10,640.00
01910	Optimum B2B							
I-100962025	Optical Internet Access	R	1/25/2023	650.00		012888		650.00
02047	Cybertech Automation USA Inc							
I-12396	2-SI-D-Onsite	R	1/25/2023	208.00		012889		208.00
02157	Jerry A Marco							
I-Exp-WVML	Meeting w/legislatures-WVML	R	1/25/2023	342.09		012890		342.09
02340	West Virginia State Tax Depart							
I-GAR202301101365	Garnishment - DI# 614946	R	1/25/2023	61.00		012891		
I-GAR202301241368	Garnishment - DI# 614946	R	1/25/2023	61.00		012891		122.00
02385	Stryker Sales, LLC							
I-4004301M	AED CR/brackets/freight	R	1/25/2023	119.74		012892		119.74
02396	Ross Teter							
I-22CR442 BND RFND	Bond Refund Jacques-22CR442	R	1/25/2023	302.00		012893		302.00

VENDOR SET: 01 Elkins

BANK: Pool Pooled Cash

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	74			576,838.50	0.00	576,838.50
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	1			405.00	0.00	405.00
EFT:	0			0.00	0.00	0.00
NON CHECKS:	1			0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00			
		VOID CREDITS	0.00	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: Pool TOTALS:	76	577,243.50	0.00	577,243.50
BANK: Pool TOTALS:	76	577,243.50	0.00	577,243.50

VENDOR SET: 01 Elkins

BANK: SEIZU Police Seizure

DATE RANGE: 1/16/2023 THRU 1/27/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02342	Safety Caution Equipment Co							
I-Case #22-F-89	Case #22-F-89 seizure	V	1/18/2023	277.00		000015		277.00
02342	Safety Caution Equipment Co							
M-CHECK	Safety Caution EquipmentVOIDED	V	1/18/2023			000015		277.00CR
02392	Crystal Crites							
I-Case #22-F-89	Case #22-F-89 Seizure	R	1/18/2023	277.00		000016		277.00

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1			554.00	0.00	277.00
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	0			0.00	0.00	0.00
EFT:	0			0.00	0.00	0.00
NON CHECKS:	0			0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00			
		VOID CREDITS	277.00CR	277.00CR	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: SEIZU TOTALS:	1	277.00	0.00	277.00
BANK: SEIZU TOTALS:	1	277.00	0.00	277.00
REPORT TOTALS:	80	638,105.50	0.00	638,105.50

SELECTION CRITERIA

VENDOR SET: 01-Elkins
VENDOR: ALL
BANK CODES: Exclude: PCARD
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 1/16/2023 THRU 1/27/2023
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS
SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All
