



City of Elkins

Regular Council Meeting

August 15, 2024
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. **Public comment**
4. **Minutes**
 - a. Proposed minutes for the meeting of August 1, 2024
5. **Correspondence, Notifications, and Recognitions**
 - a. Building permits, zoning permits, and vacant property registrations
 - b. Promotion of EPD Sergeant B. Tice to Lieutenant
6. **Councilor Reports**
7. **Staff reports**
 - a. Treasurer's report
8. **Approval of vendor invoice payments**
 - a. Vendor invoices presented for approval: July 29-August 10, 2024

(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.)
9. **New business**
 - a. Resolution 1779: FY 2025 General Fund Budget Revision #1
 - b. Resolution 1780: Authorizing expenditure from the Building & Maintenance Account for electrical improvements at the Fire Department
 - c. Resolution 1781: Pledging support for a grant application to the National Endowment for the Arts by Old Brick Playhouse and the Augusta Heritage Center
 - d. Resolution 1782: Authorizing the treasurer to establish a fund and open a bank account for TIF District revenues
10. **Mayor's comments**
11. **Adjournment**



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	Minutes
Category:	Action Item
Agenda Item Name:	Proposed minutes for the meeting of August 1, 2024
Recommended By:	City Clerk
Summary:	Minutes proposed for the regular council meeting of August 1
Fiscal Impact:	n/a
Recommendation:	Consider for approval
Attachments:	1. city council - 2024_08_01 - minutes_proposed

Proposed Minutes

ELKINS COMMON COUNCIL REGULAR COUNCIL MEETING MINUTES

***401 Davis Avenue
Council Chamber, 2nd Floor
August 1, 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; Councilors N.E. Bross-Fregonara, A.C. Carroll, R.C. Chenoweth, G.M. Hinchman, B.C. Kerns, D.C. Parker, 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).

Councilors C.C. Lowther, E. L. Plishka, and L.S. Severino were absent.

PUBLIC COMMENT

There was no public comment.

MINUTES

Chenoweth MOVED APPROVAL OF THE MINUTES OF THE MEETING OF JULY 11, 2024. The motion carried.

APPROVAL OF VENDOR INVOICE PAYMENTS

Carroll 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 July 8-26, 2024.

NEW BUSINESS

Chenoweth MOVED APPROVAL OF ORDINANCE 337: AMENDING THE CITY CHARTER CONCERNING THE DATE OF THE MUNICIPAL ELECTION (FINAL READING). The motion carried.

Bross-Fregonara MOVED APPROVAL OF RESOLUTION 1775: REAUTHORIZING CONDITIONS OF CONTRACT BETWEEN MITCHELL TREE CARE, LLC AND LANDSCAPE CONSULTING, LLC AND THE CITY OF ELKINS, AND AUTHORIZING EXECUTION OF CONTRACT. The motion carried.

Proposed Minutes

Carroll MOVED APPROVAL OF RESOLUTION 1776: APPOINTING NEW MEMBERS TO THE ELKINS TREE BOARD. The motion carried.

Hinchman MOVED APPROVAL OF RESOLUTION 1777: ACCEPTING BID FOR RELOCATION OF A SANITARY SEWER LINE NEAR ELEVENTH STREET. The motion carried.

Carroll MOVED APPROVAL OF RESOLUTION 1778: ACCEPTING A GRANT ON BEHALF OF THE KUMP EDUCATION CENTER FROM THE WEST VIRGINIA ARCHIVES & HISTORY COMMISSION. The motion carried.

Hinchman MOVED APPROVAL OF RECOMMENDATIONS BY THE ARPA ADVISORY COMMITTEE FOR THE REALLOCATION OF CERTAIN ARPA FUNDS. The motion carried.

Chenoweth MOVED THAT COUNCIL ENTER EXECUTIVE SESSION UNDER THE ATTORNEY/CLIENT PRIVILEGE EXEMPTION FOR THE AGENDA ITEM “WHITMER WATER SYSTEM TAKEOVER.” The motion carried. The executive session began at 7:27 p.m. and ended at 7:52 p.m. The mayor announced that no decisions were made, and no actions were taken.

The meeting was adjourned at 7:57 p.m.

Attest: S.R. Stokes, City Clerk

Jerry A. Marco, Mayor



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	Correspondence, Notifications, and Recognitions
Category:	Presentation
Agenda Item Name:	Building permits, zoning permits, and vacant property registrations
Recommended By:	
Summary:	The attached report shows building permits issued 7/29/2024-8/12/2024. There were 13 projects with a total valuation of \$421,886.00. Zoning permits show 1 new residential dwelling. To date this year, \$3,600 in vacant property registration fees have been collected and 8 liens have been placed upon properties. Six more liens to be filed this week. One new structure has been added to the list and four are pending.
Fiscal Impact:	See summary
Recommendation:	Review presented information
Attachments:	1. Building Permits - 2024_08_15

The attached report shows building permits issued 7/29/2024-8/12/2024. There were 13 projects with a total valuation of \$421,886.00.

Zoning permits show 1 new residential dwelling.

To date this year, \$3,600 in vacant property registration fees have been collected and 8 liens have been placed upon properties. Six more liens to be filed this week. One new structure has been added to the list and four are pending.

BUILDING PERMITS

8/12/2024 9:00 AM PROJECT MASTER REPORT PAGE: 1
PROJECTS: THRU ZZZZZZZZZZ REPORT SEQUENCE: Project
PROJECT TYPE: Exclude: BPZONING CONTRACTOR CLASS: All - All Contractor Classes
CONTRACTORS: All
APPLIED DATES: 7/29/2024 THRU 8/12/2024 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS INCLUDED: All ISSUED DATES: 0/00/0000 THRU 99/99/9999
=====

PROJECT: 240226 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
PROPERTY: 113 EARLE ST
APPLIED DATE: 8/01/2024 ISSUED DATE: 8/01/2024 EXPIRATION DATE: 1/29/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: BURKHOLDER BURKHOLDER ENTERPRISE ISSUED TO: SHEPHERD, JOY
5698 MORGANTOWN PIKE
BELINGTON, WV 26250 ELKINS, WV 26241
SQUARE FEET: 2,400
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240227 - RESIDENTIAL ACCESSORY BUILDING TYPE: BR-ACC RESIDENTIAL ACCESSORY BLD
PROPERTY: 314 WILSON ST
APPLIED DATE: 8/05/2024 ISSUED DATE: 8/05/2024 EXPIRATION DATE: 2/02/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: CAROLINACA CAROLINA CARPORTS INC. ISSUED TO: RIDENOUR, JOEY
PO BOX 1263
DOBSON, NC 27017 ELKINS, WV 26241
SQUARE FEET: 600
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240228 - RESIDENTIAL ROOFING TYPE: ROOF-RES RESIDENTIAL ROOFING
PROPERTY: 201 ALEXANDER AVE
APPLIED DATE: 8/05/2024 ISSUED DATE: 8/05/2024 EXPIRATION DATE: 2/02/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL ISSUED TO: HERRON, WILLARD
2224 BEVERLY PIKE
ELKINS, WV 26241 ELKINS, WV 26241
SQUARE FEET: 2,000
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 85.00

PROJECT: 240229 - RESIDENTIAL DEMOLITION TYPE: DEMO-RES RESIDENTIAL DEMOLITION
PROPERTY: 28 HEAVNER ACRES
APPLIED DATE: 8/05/2024 ISSUED DATE: 8/05/2024 EXPIRATION DATE: 2/02/2025 COMPLETION DATE: 0/00/0000
CONTRACTOR: WV RENTALS LLC
PO BOX 223
BUCKHANNON, WV 26201
SQUARE FEET: 1,000

DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 50.00		
PROJECT: 240230 - RESIDENTIAL REMODEL		TYPE: BR-REM	RESIDENTIAL REMODEL
PROPERTY: 102 RIVERVIEW DR			
APPLIED DATE: 8/06/2024	ISSUED DATE: 8/06/2024	EXPIRATION DATE: 2/03/2025	COMPLETION DATE: 0/00/0000
CONTRACTOR: BASEMENTA BASEMENT AUTHORITY OF WV		ISSUED TO: PENNINGTON, JAMES	
132 ROCKY STEP RD		1214 SMITH STREET, STE 301	
SCOTT DEPOT, WV 25560		CHARLESTON, WV 25301	
SQUARE FEET: 770			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 0.00		
PROJECT: 240231 - RESIDENTIAL PLUMBING		TYPE: PLB-RES	RESIDENTIAL PLUMBING
PROPERTY: 207 EVERGREEN DR			
APPLIED DATE: 8/06/2024	ISSUED DATE: 8/06/2024	EXPIRATION DATE: 2/03/2025	COMPLETION DATE: 0/00/0000
CONTRACTOR: BATHTITTER BATH FITTER		ISSUED TO: THOMPSON, ROGER N & MILDRE	
542 INDUSTRIAL DR		207 EVERGREEN DRIVE	
LEWISBERRY, PA 17339		ELKINS, WV 26241	
SQUARE FEET: 1			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 0.00		
PROJECT: 240232 - RESIDENTIAL ROOFING		TYPE: ROOF-RES	RESIDENTIAL ROOFING
PROPERTY: 11 KEY ST			
APPLIED DATE: 8/06/2024	ISSUED DATE: 8/06/2024	EXPIRATION DATE: 2/03/2025	COMPLETION DATE: 0/00/0000
CONTRACTOR: SUMMITENTE SUMMIT ENTERPRISES		ISSUED TO: HAWKER, VIRGINIA M	
PO BOX 2184		11 KEY ST	
ELKINS, WV 26241		ELKINS, WV 26241	
SQUARE FEET: 1,800			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 0.00		
PROJECT: 240233 - RESIDENTIAL PLUMBING		TYPE: PLB-RES	RESIDENTIAL PLUMBING
PROPERTY: 117 1/2 DAVIS ST			
APPLIED DATE: 8/07/2024	ISSUED DATE: 8/07/2024	EXPIRATION DATE: 2/04/2025	COMPLETION DATE: 0/00/0000
CONTRACTOR: DAVIESDEP DAVIES DEPENDABLE CONTRACTING		ISSUED TO: MONGOLD MANAGEMENT LLC	
88 VALLEY BEND RD		224 FILES CREEK RD	
VALLEY BEND, WV 26293		BEVERLY, WV 26253	
SQUARE FEET: 1			
DWELLING TYPE: PRIVATE	UNITS: 1		
STATUS: OPEN	BALANCE: 25.00		
PROJECT: 240234 - COMMERCIAL ROOFING		TYPE: ROOF-COM	COMMERCIAL ROOFING
PROPERTY: 310 RAILROAD AVE			
APPLIED DATE: 8/07/2024	ISSUED DATE: 8/07/2024	EXPIRATION DATE: 2/04/2025	COMPLETION DATE: 0/00/0000
CONTRACTOR: DESIGN DESIGN ROOFING & SHEET METAL		ISSUED TO: BIALEK, JAMES	
2224 BEVERLY PIKE		PO BOX 704	
ELKINS, WV 26241		ELKINS, WV 26241	
SQUARE FEET: 2,000			
DWELLING TYPE: PUBLIC	UNITS: 1		
STATUS: OPEN	BALANCE: 150.00		
PROJECT: 240235 - COMMERCIAL SIDEWALK/DRIVEWAY		TYPE: BC-SIDE	COM SIDEWALK/DRIVEWAY
PROPERTY: 2000 LIVINGSTON AVE			
APPLIED DATE: 8/07/2024	ISSUED DATE: 8/07/2024	EXPIRATION DATE: 8/13/2024	COMPLETION DATE: 0/00/0000
CONTRACTOR: SIMON SIMON CONCRETE SOLUTIONS		ISSUED TO: ELZA, MICHAEL C	
1801 LIVINGSTON AVENUE		2000 LIVINGSTON AVE	
ELKINS, WV 26241		ELKINS, WV 26241	

SQUARE FEET: 1,200
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 0.00

PROJECT: 240236 - SIGN

TYPE: SIGN SIGN

PROPERTY: 435 WILSON ST

APPLIED DATE: 8/12/2024

ISSUED DATE: 8/12/2024

EXPIRATION DATE: 2/09/2025 COMPLETION DATE: 0/00/0000

CONTRACTOR:

ISSUED TO: NATURE CONSERVANCY

435 WILSON ST

ELKINS, WV 26241

SQUARE FEET: 6
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 28.00

PROJECT: 240237 - NEW RESIDENTIAL BUILDING

TYPE: BR-NEW NEW RESIDENTIAL BUILDING

PROPERTY: 107 VALLEY CT

APPLIED DATE: 8/12/2024

ISSUED DATE: 8/12/2024

EXPIRATION DATE: 2/09/2025 COMPLETION DATE: 0/00/0000

CONTRACTOR: DAVIESDEP DAVIES DEPENDABLE CONTRACTING

ISSUED TO: MONGOLD MANAGEMENT LLC

88 VALLEY BEND RD
VALLEY BEND, WV 26293

224 FILES CREEK RD
BEVERLY, WV 26253

SQUARE FEET: 2,260
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 483.12

PROJECT: 240238 - RESIDENTIAL ROOFING

TYPE: ROOF-RES RESIDENTIAL ROOFING

PROPERTY: 120 EVERGREEN DR

APPLIED DATE: 8/12/2024

ISSUED DATE: 8/12/2024

EXPIRATION DATE: 2/09/2025 COMPLETION DATE: 0/00/0000

CONTRACTOR: TITAN TITAN ROOFING LLC

ISSUED TO: VARNER, JARED I

274 MAJESTIC VIEW DRIVE
KINGWOOD, WV 26537

120 EVERGREEN DR
ELKINS, WV 26241

SQUARE FEET: 1,750
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 77.5

ZONING PERMITS

PROJECT: 240237 - NEW RESIDENTIAL BUILDING

TYPE: BR-NEW NEW RESIDENTIAL BUILDING

PROPERTY: 107 VALLEY CT

APPLIED DATE: 8/12/2024

ISSUED DATE: 8/12/2024

EXPIRATION DATE: 2/09/2025 COMPLETION DATE: 0/00/0000

CONTRACTOR: DAVIESDEP DAVIES DEPENDABLE CONTRACTING

ISSUED TO: MONGOLD MANAGEMENT LLC

88 VALLEY BEND RD
VALLEY BEND, WV 26293

224 FILES CREEK RD
BEVERLY, WV 26253

SQUARE FEET: 2,260
DWELLING TYPE: PRIVATE UNITS: 1
STATUS: OPEN BALANCE: 483.12

VACANT STRUCTURE BILLING

8/12/2024 10:46 AM

F E E C O D E R E P O R T

PAGE: 1

LICENSES: THRU ZZZZZZZZZZ

LIC CODES: Include: CE-VAC

LIC STATUS: Pending, Active

FEE CODES: All

ORIGINATION DATE: 3/01/2024 THRU 8/12/2024

EFFECTIVE DATE: 0/00/0000 THRU 99/99/9999

EXPIRATION DATE: 0/00/0000 THRU 99/99/9999

PRINT DATE: 0/00/0000 THRU 99/99/9999

FEE CODE: VACANT - VACANT PROPERTY FEE

LICENSE	PERIOD	LIC CODE	STATUS	REPORT	ISSUED TO	# of Years	CHARGES
24285	3/04/24 - 3/05/24	CE-VAC	Pending	CODE	HOSEY LINDA	1.0000	200.00
24286	3/04/24 - 3/05/24	CE-VAC	Pending	CODE	HOSEY LINDA	1.0000	200.00
24287	3/04/24 - 3/05/24	CE-VAC	Active	CODE	HIGGINS MARIE	1.0000	200.00
24289	3/04/24 - 3/05/24	CE-VAC	Active	CODE	METHENY MICHE	1.0000	200.00
24290	3/04/24 - 3/05/24	CE-VAC	Active	CODE	MILLER LINDA	1.0000	200.00
24294	3/12/24 - 3/13/24	CE-VAC	Active	CODE	CHUA DOMIN	1.0000	200.00
24295	3/12/24 - 3/13/24	CE-VAC	Pending	CODE	ARBOGAST GARY	1.0000	200.00
24302	3/19/24 - 3/20/24	CE-VAC	Active	CODE	AUVIL BENJA	1.0000	200.00
24303	3/19/24 - 3/20/24	CE-VAC	Active	CODE	PROUDFOOT LINDA	1.0000	200.00
24305	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	HALLE SHANE	1.0000	200.00
24306	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	ARMENTROUT WILLI	1.0000	200.00
24307	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	ARMENTROUT WILLI	1.0000	200.00
24308	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	CORDER DEBOR	2.0000	200.00
24309	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	GUSTKE JAMES	1.0000	200.00
24310	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	GRAHAM ANNA	1.0000	200.00
24311	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	ANGER MIKE	1.0000	200.00
24312	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	SHIFFLETT DAVID	2.0000	200.00
24314	3/19/24 - 3/20/24	CE-VAC	Active	CODE	BEVERLY PIKE LAND LLC	2.0000	200.00
24315	3/19/24 - 3/20/24	CE-VAC	Pending	CODE	GUSTKE JAMES	2.0000	200.00
24324	4/04/24 - 4/05/24	CE-VAC	Active	CODE	BOGGS ANGEL	2.0000	200.00
24325	4/04/24 - 4/05/24	CE-VAC	Active	CODE	SHOMO LINDA	2.0000	200.00
24326	4/04/24 - 4/05/24	CE-VAC	Active	CODE	STEVENSON JULIA	2.0000	200.00
24327	4/04/24 - 4/05/24	CE-VAC	Active	CODE	YEAGER MARVI	2.0000	200.00
24328	4/04/24 - 4/05/24	CE-VAC	Active	CODE	KIRKPATRICK KRIST	2.0000	200.00
24333	4/16/24 - 4/17/24	CE-VAC	Active	CODE	VARNEY CHARL	2.0000	200.00
24334	4/16/24 - 4/17/24	CE-VAC	Active	CODE	MESSINGER DAVID	2.0000	200.00
24335	6/24/24 - 6/25/24	CE-VAC	Active	CODE	WHITE DELAI	2.0000	200.00
24336	4/16/24 - 4/17/24	CE-VAC	Active	CODE	KNUTTI FREDE	2.0000	200.00
24337	6/04/24 - 6/05/24	CE-VAC	Active	CODE	LOTHES WILFR	2.0000	200.00
24343	4/29/24 - 4/30/24	CE-VAC	Active	CODE	KHAN FARUK	2.0000	200.00
24344	4/29/24 - 4/30/24	CE-VAC	Pending	CODE	HATFIELD WANDA	2.0000	200.00
24345	4/29/24 - 4/30/24	CE-VAC	Pending	CODE	SHOCKEY KATHE	2.0000	200.00
24346	4/29/24 - 4/30/24	CE-VAC	Pending	CODE	SHOCKEY KATHE	2.0000	200.00
24347	4/29/24 - 4/30/24	CE-VAC	Pending	CODE	KIRKPATRICK REBEC	2.0000	200.00
24406	8/12/24 - 8/13/24	CE-VAC	Pending	CODE	MOORE GREGO	2.0000	200.00
24407	8/12/24 - 8/13/24	CE-VAC	Pending	CODE	CARR CAROL	2.0000	200.00
REPORT TOTALS:							36 57.0000 7,200.00



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	Correspondence, Notifications, and Recognitions
Category:	Presentation
Agenda Item Name:	Promotion of EPD Sergeant B. Tice to Lieutenant
Recommended By:	
Summary:	
Fiscal Impact:	
Recommendation:	
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	Staff reports
Category:	Presentation
Agenda Item Name:	Treasurer's report
Recommended By:	City Treasurer
Summary:	The attached report from the City Treasurer includes: • General Fund Revenue Detail report showing: most recent month's revenues, YTD revenues, and YTD actual revenues as percentage of budgeted revenues • Bank account balances • Budget control summary
Fiscal Impact:	n/a
Recommendation:	Review presented information
Attachments:	1. Treasurer's Report - 2024_08_15

General Fund Revenue Detail

	July Revenues	YTD Revenues	Percent of Revenues Collected Per Budget	Percent of Yr. Completed 8.33
Unassigned Fund Balance				
County Tax	\$18,986.42	\$18,986.42	1.54%	1,231,105.00
B & O Tax	\$405,677.81	\$405,677.81	25.29%	1,604,000.00
Hotel/Motel Tax	\$29,057.73	\$29,057.73	14.51%	200,200.00
Gas & Oil Severance Tax	\$0.00	\$0.00	0.00%	50,000.00
2% City Utility Tax	\$7,930.14	\$7,930.14	9.33%	85,000.00
Utility Excise Tax	\$31,760.29	\$31,760.29	10.25%	310,000.00
Liquor Tax	\$21,653.92	\$21,653.92	23.54%	92,000.00
Police	\$2,489.82	\$2,489.82	15.56%	16,000.00
Municipal Court	\$3,109.50	\$3,109.50	7.41%	41,950.00
Code Enforcement	\$3,725.25	\$3,725.25	12.42%	30,000.00
Business License	\$5,315.00	\$5,315.00	19.33%	27,500.00
Intergovernmental	\$175,658.40	\$175,658.40	77.04%	228,017.00
Franchise/IRP Fees	\$34,089.15	\$34,089.15	26.84%	127,000.00
Phil Gainer Community Center	\$6,320.00	\$6,320.00	15.80%	40,000.00
Misc. Revenue	\$20,399.76	\$20,399.76	15.03%	135,760.00
Municipal Sales Tax	\$336,230.23	\$336,230.23	24.02%	1,400,000.00
TOTAL	\$1,102,403.42	\$1,102,403.42	19.62%	5,618,532.00

Bank Account Name	Balance as of 7/31/2024
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ARPA	\$494,573.50
Elkins Building Comm. Sinking Fund	\$0.00
Elkins Municipal Building Comm.	\$0.00
Financial Stabilization	\$788,989.98
Fire Pension Fund	\$2,863,702.19
Firemen's Pension & Relief Fund	\$0.00
Grant Co Bank-Whitmer	\$12,005.06
Landfill Access Escrow	\$1,896,307.99
Landfill Post Closure	\$48,740.55
Ohio Valley-Construction Draw	\$188,027.59
Opioid	\$21,855.31
Payroll	\$776.70
Police Forfeitures	\$6,737.55
Police Pension Fund	\$4,686,677.09
Police Seizures	\$28,026.45
Policemen's Pension & Relief Fund	\$0.00
Pooled Cash-Coal Severance Fund	\$196,620.59
Pooled Cash-Fire Fund	\$283,156.47
Pooled Cash-General Fund	\$2,206,856.08
Pooled Cash-Landfill Fund	\$129,062.17
Pooled Cash-Parks Fund	\$880,682.88
Pooled Cash-Sanitation Fund	\$620,548.35
Pooled Cash-Sewer Fund	\$105,604.58
Pooled Cash-Water Fund	\$408,656.43
Sewer Depreciation	\$230,593.69
Sewer O&M	\$512,181.43
Water Depreciation	\$199,261.26
Water O&M	\$486,179.00



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	Approval of vendor invoice payments
Category:	Action Item
Agenda Item Name:	Vendor invoices presented for approval: July 29-August 10, 2024 <i>(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.)</i>
Recommended By:	City Treasurer
Summary:	Accounts payable transactions in all funds July 29-August 10
Fiscal Impact:	Report details \$1,022,489.04 in transactions from all funds.
Recommendation:	Consider for approval
Attachments:	1. AP Check Report - 2024_08_15

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02671	CP&H Inc dba City Plumbing & H							
I-Application #1	HVAC Project Application #1	R	8/01/2024	33,030.00		000118		33,030.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	33,030.00	0.00	33,030.00
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	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: ARPA TOTALS:	1	33,030.00	0.00	33,030.00
BANK: ARPA TOTALS:	1	33,030.00	0.00	33,030.00

VENDOR SET: 01 Elkins
BANK: GCBAN Grant Co Bank-Whitmer
DATE RANGE: 7/29/2024 THRU 8/10/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00283	Frontier							
I-Whitmer 072824	304227091311-4 072824	R	8/01/2024	199.26		000009		199.26

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	199.26	0.00	199.26
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	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: GCBANTOTALS:	1	199.26	0.00	199.26
BANK: GCBAN TOTALS:	1	199.26	0.00	199.26

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00741	Great-West Trust Company LLC							
I-VF 202408061669	Voya	D	8/06/2024	585.00		006203		
I-VF2202408061669	Voya AT	D	8/06/2024	100.00		006203		685.00
00787	WV Bureau of Employment Progra							
I-SUV2024	State Unemployment-Vol Fire	R	7/29/2024	59.19		015726		59.19
00119	First-Citizens Bank & Trust Co							
I-45201410	Kyocera Pmt 080624	R	8/01/2024	52.50		015727		
I-45207605	KM Printer 08/08/24	R	8/01/2024	55.00		015727		107.50
00149	COE Parks and Recreation							
I-08/2024 Support	Monthly Support 08/2024	R	8/01/2024	25,483.00		015728		25,483.00
00154	COE Sanitation							
I-202407236177	Hauled Grit to TCSW	R	8/01/2024	181.50		015729		
I-202407236178	Hauling Brush #106/Tkt 1656	R	8/01/2024	299.48		015729		480.98
00202	Davis Trust Company							
I-35239 080124	3113776-0035239 080124	R	8/01/2024	30.13		015730		30.13
00235	Elkins Building Comm.							
I-08/2024 Pmt	Monthly Pmt 08/2024	R	8/01/2024	3,483.79		015731		3,483.79
00243	Elkins Randolph County Chamber							
I-1014	2025 Leadership Randolph-Poe	R	8/01/2024	500.00		015732		500.00
00283	Frontier							
I-07/20/2024	Telephone	R	8/01/2024	1,441.23		015733		1,441.23
00338	Hedrick, Donald							
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015734		206.50
00381	Grover C Jackson Jr							
I-08/2024 Rent	Monthly Rent 08/2024	R	8/01/2024	1,800.00		015735		1,800.00
00414	Wesley Lambert							
I-WVML 2024	Travel WVML Mtg 0806-080924	R	8/01/2024	206.50		015736		
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015736		413.00
00471	FirstEnergy MP/PE							
I-Barron 070624	Barron Ave 061424-071524	R	8/01/2024	13,965.76		015737		
I-RRave 071624	RR Ave 061324-071224	R	8/01/2024	117.65		015737		14,083.41

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00484	Mountaineer Gas Company							
I-1 Baxter 072224	1 Baxter 060724-070924	R	8/01/2024	61.56		015738		
I-1Baxter 072224	1 Baxter-Water 060724-070924	R	8/01/2024	39.23		015738		
I-216 4th 072224	216 4th 060524-070924	R	8/01/2024	50.40		015738		
I-216 4th B 072224	216 4th B 060524-070924	R	8/01/2024	50.40		015738		
I-401 Davis 072224	401 Davis 060624-070924	R	8/01/2024	83.89		015738		
I-917 S RR 072224	917 S RR 060624-070924	R	8/01/2024	50.40		015738		
I-Barron 072224	Barron Ave 060524-070924	R	8/01/2024	39.23		015738		
I-Baxter St 072224	Baxter St 060624-070924	R	8/01/2024	39.23		015738		
I-Center 072224	Center St 060524-070924	R	8/01/2024	39.23		015738		
I-Fld Ctrl 072224	Flood Cntrl 061024-071024	R	8/01/2024	50.40		015738		
I-Glendale 072224	Glendale LS3 060624-070924	R	8/01/2024	39.23		015738		
I-Indstrl Pk 072224	Industrial Pk 061024-071024	R	8/01/2024	39.23		015738		
I-RELee 072224	RELee 060624-070924	R	8/01/2024	95.06		015738		
I-Stewart 072224	Stewart LS 4 060624-070924	R	8/01/2024	59.63		015738		737.12
00550	Precision Pump & Valve Service							
I-SO 0140698	Annual PMs on Pumps/Impeller	R	8/01/2024	1,945.00		015739		1,945.00
00551	Preiser Scientific, Inc.							
I-567305-2	CHL REAG Set 100PK	R	8/01/2024	96.08		015740		
I-568344-2	Sulf Acid/Sample Cell 10ML	R	8/01/2024	155.00		015740		251.08
00714	WORKFORCE West Virginia							
I-Qtr Ending 06/2024	Quarter Ending 06/2024	R	8/01/2024	2,810.86		015741		2,810.86
00779	Woodford Oil Company							
I-152775/4614554	Fuel Pump/Oil	R	8/01/2024	2,969.60		015742		
I-4617401	CHV DELO 80W90/15W40	R	8/01/2024	495.00		015742		3,464.60
00813	West Virginia Rural Water Asso							
I-2024-02-031	9 Conf Registration Fees	R	8/01/2024	2,025.00		015743		2,025.00
00874	Municipal Emergency Services I							
C-CREDIT MEMO	Credit Memo	R	8/01/2024	16.00CR		015744		
I-IN1998593	Pants/Shirts	R	8/01/2024	198.00		015744		
I-IN1999310	Parka/Shirt	R	8/01/2024	344.00		015744		
I-IN2011354	3x11 Rear IDP	R	8/01/2024	18.00		015744		
I-IN2045334	Vests	R	8/01/2024	8,752.00		015744		9,296.00
00990	Cleveland Brothers							
I-INPP6076417	V Belt	R	8/01/2024	25.50		015745		25.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01271	WV Municipal Water Quality Ass							
I-SW25	Stormwater Annual Dues	R	8/01/2024	1,273.00		015746		
I-WVFFY25	Annual Dues 070124-063025	R	8/01/2024	4,222.18		015746		5,495.18
02275	Douglas Shoulders							
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015747		206.50
02282	Donald Singleton							
I-CL 1 Water 080524	Travel CL 1 Water 0804-080924	R	8/01/2024	477.77		015748		
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015748		684.27
02286	Eric Hiner							
I-CL I Water 080524	CL I Water Trvl 0806-080924	R	8/01/2024	324.50		015749		
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015749		531.00
02347	LEAF							
I-16851188	Tosh E4515AC 081124	R	8/01/2024	304.80		015750		
I-16857664	Tosh ES4515AC 081324	R	8/01/2024	133.78		015750		
I-16886644	Tosh E478S Baxter	R	8/01/2024	96.74		015750		
I-16886645	Tosh E478S Sanitation	R	8/01/2024	96.74		015750		632.06
02431	Ferguson Waterworks #527							
I-0846344-3	C44-11-NL Coup	R	8/01/2024	485.24		015751		
I-0889419-3	Y Brch/Strp Brz Sdl DI/AC	R	8/01/2024	236.47		015751		
I-0891309	JT Lub New Form/Det Wtr Blue	R	8/01/2024	371.91		015751		
I-0896363	YBrch/Stfnrs/Bluepipe/MeterVlt	R	8/01/2024	4,259.68		015751		
I-0897587	PF BALL CORP/BRS SDL IPS PVC	R	8/01/2024	601.70		015751		
I-0904796	Clamps/Connectors/WireConnect	R	8/01/2024	1,151.32		015751		7,106.32
02541	Dylan Eva							
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015752		206.50
02590	Ronald D Walters							
I-WVRWA 081124	Travel WVRWA 0811-081424	R	8/01/2024	206.50		015753		206.50
02672	Robert Johnson							
I-WVRWA 2024	Travel -WVRWA 0811-081424	R	8/01/2024	206.50		015754		206.50
02673	Colton Sinsel							
I-CL 1 Water 080524	Travel CL1 Water 0804-080924	R	8/01/2024	324.50		015755		
I-WVRWA 2024	Travel-WVRWA 0811-081424	R	8/01/2024	206.50		015755		531.00
02674	Michael Kane							
I-WVRWA 081124	Travel-WVRWA 0811-081424	R	8/01/2024	206.50		015756		206.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02675	Zack Bonnell							
I-CL1 Water 080524	Travel CL 1 Water 0804-080924	R	8/01/2024	324.50		015757		324.50
02676	Nicholas Postlethwait							
I-CL 1 Water 080524	Travel CL 1 Water 080424-08092	R	8/01/2024	324.50		015758		324.50
02677	Buchanan Pump Service and Supp							
I-WV001653	Couplings/Adapter/Elbows	R	8/01/2024	483.26		015759		483.26
00032	Absolute Assurance Drug Test L							
I-4846	Employment Testing	R	8/01/2024	74.00		015760		74.00
02678	Rank One Computing Corporation							
I-ROC-2912	Public Safety Camera Equipment	R	8/01/2024	640,547.27		015761		640,547.27
00471	FirstEnergy MP/PE							
I-90009674272	Consumption/Lighting	R	8/01/2024	46,868.45		015762		46,868.45
02546	Rebecca Harper							
I-Travel 08/09/24	Travel MC Training	R	8/05/2024	294.97		015763		294.97
02680	Cheryl Leary							
I-Travel 08/09/24	Travel MC Training 08/09/24	R	8/05/2024	44.25		015764		44.25
00116	Child Support Enforcement							
I-CDS202408061669	Child Support	R	8/06/2024	690.10		015765		690.10
00121	Citizens Bank of WVFP							
I-FP 202408061669	Fire Pension	R	8/06/2024	331.37		015766		331.37
00122	Citizens Bank of WVFP							
I-PP 202408061669	Police Pension	R	8/06/2024	183.39		015767		
I-PPN202408061669	Police Pension-2010 Forward	R	8/06/2024	232.16		015767		415.55
00147	COE Misc							
I-MIS202408061669	Misc Reimbursements	R	8/06/2024	239.88		015768		239.88
00150	COE Payroll							
I-T1 202408061669	Federal Withholding	R	8/06/2024	12,827.70		015769		12,827.70
00151	COE Payroll							
I-T3 202408061669	FICA	R	8/06/2024	20,541.14		015770		
I-T4 202408061669	Medicare	R	8/06/2024	5,079.58		015770		25,620.72

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00152	COE Payroll							
I-T2 202408061669	State Withholding	R	8/06/2024	5,828.00		015771		5,828.00
00203	Davis Trust Company							
I-CC 202408061669	Employee Christmas Club	R	8/06/2024	2,310.00		015772		2,310.00
00747	Washington National Insurance							
I-WN 202408061669	Washington National Insurance	R	8/06/2024	604.60		015773		604.60
00837	COE Payroll Reimbursement							
I-001202408061669	Payroll Reimbursement	R	8/06/2024	55,600.50		015774		
I-006202408061669	Payroll Reimbursement	R	8/06/2024	10,032.02		015774		
I-036202408061669	Payroll Reimbursement	R	8/06/2024	13,337.08		015774		
I-400202408061669	Payroll Reimbursement	R	8/06/2024	22,239.17		015774		
I-401202408061669	Payroll Reimbursement	R	8/06/2024	14,381.32		015774		
I-404202408061669	Payroll Reimbursement	R	8/06/2024	11,527.63		015774		127,117.72
01885	Colonial Life							
I-CL 202408061669	Colionial Life-AT	R	8/06/2024	112.10		015775		
I-CLP202408061669	Colonial Life-PT	R	8/06/2024	52.52		015775		164.62
00122	Citizens Bank of WVPP							
I-PP 202408061670	Police Pension	R	8/06/2024	280.00		015776		
I-PPN202408061670	Police Pension-2010 Forward	R	8/06/2024	332.50		015776		612.50
00150	COE Payroll							
I-T1 202408061670	Federal Withholding	R	8/06/2024	4,258.80		015777		4,258.80
00151	COE Payroll							
I-T3 202408061670	FICA	R	8/06/2024	3,867.70		015778		
I-T4 202408061670	Medicare	R	8/06/2024	1,122.04		015778		4,989.74
00152	COE Payroll							
I-T2 202408061670	State Withholding	R	8/06/2024	1,432.00		015779		1,432.00
00837	COE Payroll Reimbursement							
I-001202408061670	Payroll Reimbursement	R	8/06/2024	26,986.10		015780		
I-400202408061670	Payroll Reimbursement	R	8/06/2024	527.96		015780		27,514.06

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:		55		988,574.78		0.00		988,574.78
HAND CHECKS:		0		0.00		0.00		0.00
DRAFTS:		1		685.00		0.00		685.00
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								
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
VENDOR SET: 01 BANK: Pool TOTALS:		56		989,259.78		0.00		989,259.78
BANK: Pool TOTALS:		56		989,259.78		0.00		989,259.78
REPORT TOTALS:		58		1,022,489.04		0.00		1,022,489.04

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 7/29/2024 THRU 8/10/2024
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



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	New business
Category:	Resolution
Agenda Item Name:	Resolution 1779: FY 2025 General Fund Budget Revision #1
Recommended By:	City Clerk
Summary:	Transfers funds within the HR Department to fund a compensation adjustment
Fiscal Impact:	Transfers already budgeted funds within the HR Department
Recommendation:	Consider for approval
Attachments:	1. R-1779 - FY 2025 General Fund Budget Revision #1

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1779)

August 15, 2024

Resolution to Approve FY 2025 General Fund Budget Revision #1

WHEREAS, the City of Elkins has previously prepared and submitted its Budget for the Fiscal Year 2025; and,

WHEREAS, it has become necessary to make a revision to said Budget; and,

WHEREAS, FY 2025 General Fund Budget Revision #1 (copy attached) transfers funds as shown;

NOW, THEREFORE, BE IT RESOLVED, THAT:

The Common Council of the City of Elkins hereby approves FY 2025 General Fund Budget Revision #1.

Jerry Marco, Mayor

Attest:

Sutton R. Stokes, City Clerk

General Fund Budget Revision

Revision Number 1

Revenues

Fund	Department	Transfer From/Description	Amount
001	000-Revenues		
TOTAL			\$0.00

Department	Transfer To/Description	Amount
000-Revenues		
		\$0.00

Expenses

Fund	Department	Transfer From/Description	Amount
001	955-Human Resources	103-0000 Salary & Wages	\$4,440.00
		104-0000 FICA Expense	\$340.00
		105-0000 Group Insurance	\$400.00
TOTAL			\$5,180.00

Department	Transfer To/Description	Amount
955-Human Resources	230-0000 Contracted Services	\$5,180.00
		\$5,180.00

BUDGET REVISION # FY2025

Increase		AMOUNT	Decrease		AMOUNT
001-955-103-0000	Salary and Wages	\$4,440	001-955-230-0000	Contracted Services	\$5,179
001-955-104-0000	FICA	\$340			
001-955-106-0000	Retirement	\$400			
TOTAL		\$5,179			\$5,179



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	New business
Category:	Resolution
Agenda Item Name:	Resolution 1780: Authorizing expenditure from the Building & Maintenance Account for electrical improvements at the Fire Department
Recommended By:	Fire Chief
Summary:	Authorizes payment for needed electrical improvements at the Elkins Fire Department.
Fiscal Impact:	Authorizes as much as \$20,000. Work will be performed by an EFD staff member who is a licensed electrician to reduce overall cost.
Recommendation:	Consider for approval
Attachments:	1. R-1780 - Authorizing expenditure for electrical improvements at EFD

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1780)

August 15, 2024

***Authorizing Expenditure From The Building & Maintenance
Account For Electrical Improvements At The Fire Department***

WHEREAS, the Common Council (“Council”) of the City of Elkins operates the Elkins Fire Department (“the Department”) and is responsible for the safety and well-being of the Department’s members, as well as the protection and preservation of the Department’s equipment and infrastructure; and,

WHEREAS, the Fire Chief has identified certain electrical improvements that are needed at the building housing the Elkins Fire Department; and,

WHEREAS, Council finds that it is in the best interests of the people served by the Elkins Fire Department to authorize payment for these improvements;

NOW, THEREFORE, BE IT RESOLVED, THAT:

The Elkins Common Council hereby authorizes an expenditure of as much as \$20,000 from the Building & Maintenance Fund to pay for the needed electrical improvements at the Elkins Fire Department.

Jerry A. Marco, Mayor

Attest:

Sutton R. Stokes, City Clerk



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	New business
Category:	Action Item
Agenda Item Name:	Resolution 1781: Pledging support for a grant application to the National Endowment for the Arts by Old Brick Playhouse and the Augusta Heritage Center
Recommended By:	Mayor
Summary:	The Augusta Heritage Center and the Old Brick Playhouse request City of Elkins participation in and support of a grant application to NEA "Our Town" program. See attached summary for proposed grant-funded project. The city is requested to provide labor for the installation of overhead strings of "Italian streetlights" along two blocks of Third Street. Resolution 1781 would confirm the city's willingness to support the application and provide the requested in-kind contribution.
Fiscal Impact:	Work hours needed for installation (including related administrative and legal work necessary for any needed agreements with adjacent building owners, etc.)
Recommendation:	Consider for approval
Attachments:	1. R-1781 - supporting NEA grant application by OBP and AHC 2. NEA grant - Explanation to City Council

IN THE COMMON COUNCIL OF THE CITY OF ELKINS, WV

A RESOLUTION OF COMMON COUNCIL

(#1781)

August 15, 2024

***Pledging Support for NEA “Our Town” Grant Application by
The Augusta Heritage Center and The Old Brick Playhouse***

WHEREAS, the Common Council (“Council”) of the City of Elkins, West Virginia (“City”) has, via Resolution #1763, adopted the 2024-2029 Strategic Plan; and,

WHEREAS, Focus Area 6, Objective 6.2, commits to building and extending partnerships with key community stakeholders and organizations; and,

WHEREAS, the Old Brick Playhouse and the Augusta Heritage Center propose to seek grant funding from the National Endowment for the Arts (NEA) “Our Town” grant program; and,

WHEREAS, these organizations have requested that the City endorse and commit to providing in-kind services for installation of overhead lighting as part of the proposed grant-funded project; and,

WHEREAS, Council finds that it is in the best interest of the citizens of Elkins to join this grant application and commit support and assistance as requested;

NOW, THEREFORE, BE IT RESOLVED THAT:

Council hereby endorses and supports the application of the Old Brick Playhouse and the Augusta Heritage Center for an NEA “Our Town” grant for the proposed “Elkinspire” project.

AND BE IT FURTHER RESOLVED THAT:

Council hereby commits to providing in-kind services necessary for the installation of the overhead lighting described in the grant application.

Jerry A. Marco, Mayor

Attest:

Sutton R. Stokes, City Clerk

Hello Friends,

The Augusta Heritage Center, The Old Brick Playhouse, and the City of Elkins have been invited to apply for a grant called “Our Town” by The National Endowment for the arts. The project is called “Elkinspire” and involves several elements. We would love to garner your support in this endeavor and are excited to have been a town recognized for potential federal funding. Unfortunately, the proposal must be submitted by August 15th so we will need to move expeditiously. We will effort to explain the project in simple and clear terminology.

How Much? The grant amount is between \$50,000 and \$100,000 with a 50% match that can either be in kind or applicant cash. Both Augusta and The Old Brick can use much of our salaries and volunteers for matching funds.

What Is It? Elkinspire includes 5 basic phases, each designed to promote vitality and excitement downtown.

- 1) We will build 5 movable small Vaudeville stages (3” x 3”) that will be placed downtown for regular, scheduled street performances including live jugglers, music, interactive characters, puppets, and dancers. The Old Brick will build, paint, and store these stages when not in use.
- 2) Various local artists will create 4 public art interactive installations outdoors that can change seasonally.
- 3) Elkinspire will include an online interactive map to guide folks to the aforementioned features that will be created and maintained by The Augusta Heritage Center and The Old Brick Playhouse.
- 4) Brand new solar Italian streetlights will be installed throughout the downtown arts path To guide visitors and locals to attractions, shops, restaurants, and bars while adding to the local aesthetic.
- 5) We will launch Elkinspire with a Street Buskers Fair using the new features. Any time local groups would like to use this setup for their event (The Forest Festival, The Ramp Festival, etc) we would have buskers, (street performers), stages, and art installations available.

What do we need from the City? We are asking that the City support the project by agreeing to assist with the installation of the light path. This would involve city workers for a maximum of 2 days. The lighting system would be draped on the outside edges of the sidewalk and will cost approximately \$25,000 which will be paid for by a portion of the grant if awarded. The fact that they will be solar lights will eliminate large utility costs.

What do we need from the City of Elkins by August 15th? A letter of commitment indicating that the City will assist with the installation of the lighting system and support the project in general. We will also need a statement of the City’s mission and date of incorporation.



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	August 15, 2024
Section:	New business
Category:	Resolution
Agenda Item Name:	Resolution 1782: Authorizing the treasurer to establish a fund and open a bank account for TIF District revenues
Recommended By:	City Treasurer
Summary:	The city has begun receiving TIF revenues. Council action is needed to create a TIF Revenues Fund in the city's chart of accounts and authorize opening a bank account. Staff is researching the details of this and will present more information at Thursday's meeting.
Fiscal Impact:	n/a
Recommendation:	Consider for approval after staff updated at Thursday's meeting
Attachments:	None