

APPROVED: _____

DATE: _____

MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
January 8, 2019

OPENING

Commissioners Stephen A. Andes, Ronald R. Foster and R. Andrew Skidmore were present when the 9:00 a.m. meeting convened in the Putnam County Commission Chambers by County Clerk Brian Wood. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

Mr. Wood presented the following documents for the Commissioner's approval and signature:

1. Edit registers and checks
2. An Order to issue a check from the Dog Fund in the amount of \$1,292.48 payable to Casto & Harris, Inc. for 8,800 rabies tags for FY 2019

Commissioner Andes made a motion to approve and sign the presented documents. Commissioner Skidmore seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Andes made a motion to approve the minutes of December 27, 2018. Commissioner Skidmore seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

Commissioner Andes made a motion to approve and sign the following orders, personnel payroll changes and certifications:

1. An Order to make a payroll change for Hanna Morgan Cremeans, Full-time, Day Report Officer, Transferring from Department 405 to Department 731, \$32,000.00/annually, effective January 7, 2019 as presented by the Commission Secretary
2. An Order to add to payroll Kyle Maxson, Part-time, Victim Advocate, Department 405, \$13.00/hourly, effective January 7, 2019 as presented by the Commission Secretary
3. An Order to add to payroll Jill Hodges-Stepp, Full-time, Legal Assistant, Department 405, \$13.94/hourly, effective January 7, 2019 as presented by the Commission Secretary

4. An Order to make a payroll change for Alex Moore, Part-time to Full-time, Paramedic, Department 715, \$13.63/hourly, effective December 30, 2018 as presented by the Commission Secretary
5. An Order to delete from payroll Alan Pinkerman, Full-time, Paramedic, Department 715, effective January 1, 2019 as presented by the Commission Secretary

Commissioner Skidmore seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Liz Ranson appeared before the Commission to voice her concerns for the health, welfare, and safety of the citizens regarding the Valley Park ball fields. Ms. Ranson explained they have had damage to their vehicles, houses, and the potential to harm an individual from fly balls on their property. She said players were entering private property to retrieve balls. Parks and Recreation Director Jarrod Dean assured her this will not happen again. Kevin Ranson, Trina Litton, and Jim Young also had safety concerns. Ms. Ranson requested no games on the field until the netting is up. The Commissioners requested Mr. Dean get quotes for netting around the whole field. Commissioner Foster asked that they request funding from leagues that play there. Sheriff Deweese said he has played in that league there for twenty-three years and they only hit eight home runs all year, but they do have restrictions on bats, balls, and home runs.

DIVIDE ORDERS AND ERRONEOUS ASSESSMENTS

Commissioner Andes made a motion to approve the Divide Orders and Erroneous Assessments as presented:

Divide Orders for Brenda C. Black, Ethel Phelps, Daniel Shane Akers, Paul D Kyer III et ux, Timothy R. Caldwell, et ux, Terry L. & Sandra Beach, David R. Covert et ux, Charles K. Raines et ux, Johnny Watson et ux, ValDeacort Farm LP, two for Larry Brian Young, Robert L. Walker et ux, Gary D. Kale et ux, Ronald C. Harris et al, Cathy R. & Michael Garrison, James O'Connor, Jr., Tony Mullins et ux, Jerry W. Sheetz et al

Erroneous assessments Joshua A. Angel, C & T Truck Repair LLC, W. F. or Mary A. Childress, Destiny Images, Duncan Family Practice and Ass., Federated Investigations Service Corp., Field Law Office, General Recovery of WV Inc., James Lewis Sr. or Bonnie Jean Johnson, two for Locka Louie Locksmith LLC, Charles Porter or Alice A. Maxwell, Jeff McClellan, Toby Ann Maynard Nitardy, Christopher S. &/or Andrea Shaffer, Grace Terry, WTI Tech LLC

17 Erroneous Assessment was approved totaling \$3,260.78 in deduction of taxes.

Commissioner Skidmore seconded the motion. The motion carried unanimously.

FIRE SERVICE GRANT RESOLUTION FOR DIDI EVERHART

Richard Pullin appeared before the Commission to explain the Fire Service Fee is for operational costs. Mr. Pullin said it does not cover gear or tools needed at the fire stations, so they apply for grants and Ms. Everhart played a key role in obtaining funds.

The Commission approved and Commissioner Skidmore read a resolution recognizing Didi Everhart for her role in obtaining \$3,382,000.00 in funds for Buffalo Volunteer Fire Department, Winfield Volunteer Fire Department, Bancroft Volunteer Fire Department, and Teays Valley Volunteer Fire Department.

Mr. Pullin reviewed the ISO rating and how all eight fire departments improved their ISO rating, which could mean a decrease in homeowner's insurance for Putnam County residents if they ask their agent for a reassessment. The Commissioners requested Mr. Pullin come to a future Commission meeting to provide more detail on when the ISO rating will be effective.

ASHLEY ALFORD, PRESIDENT OF PUTNAM COUNTY CHAMBER OF COMMERCE

Ashley Alford appeared before the Commission to inform them that the majority of the caterers agreed Valley Park Conference Center's kitchen needs two heated holding cabinets; however, one caterer did not need additional equipment. Ms. Alford does not have commitments from Chambers members to contribute towards the equipment. Commissioner Skidmore toured the facility and they found an additional heated holding cabinet for the kitchen.

Commissioner Skidmore made a motion to approve one heated holding cabinet requiring three quotes and purchasing the lowest priced cabinet from the TIF Fund. Commissioner Andes seconded the motion. President Foster voted nay. The motion carried.

EXECUTIVE SESSION

At 10:00 a.m., Commissioner Andes made a motion to enter into executive session for a board interview with Dane Ryan for Putnam County Planning Commission. Commissioner Skidmore seconded the motion. The motion carried unanimously.

At 10:11 a.m., Commissioner Andes made a motion to enter back into regular session. Commissioner Skidmore seconded the motion. The motion carried unanimously.

JAMIE ATKINS, ATKINS & OGLE

Jamie Atkins appeared before the Commission to report in April of 2018 the Sheriff's Tax office sent his office 2519 cases with a little over 1.1 million in taxes due. Mr. Atkins reported they have collected \$133,000 leaving a tax debt of \$980,000. On an average over the last several months, they are collecting \$5,000-\$7,000 per month. Dean Bowers explained the Sheriff Tax office uses Software Systems that has no way to flag the taxpayers in litigation for tax collection. Atkins & Ogle is going to reach out to Software Systems and Sheriff Tax Office to see if someone is available to bring this up at the WV Association of Counties meeting in February since thirty-eight counties use the software. The Commissioners requested Jeremy Young inquire on list serve to see if other counties have the same issue.

TERRY MARTIN, REGIONAL INTERGOVERNMENTAL COUNCIL

Commissioner Andes made a motion to approve the Resolution Authorizing the Approval of the Second Amendment of the 2000 Operation and Maintenance Agreement between the Putnam County Commission, The Putnam County Building Commission and the West Virginia

American Water Company for the Manila Ridge Waterline Extension as presented by Mr. Martin. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to approve and authorize the President to sign the Notice of Intent to Bid CDBG-Small Cities Project as presented by Mr. Martin. Commissioner Skidmore seconded the motion. The motion carried unanimously.

VAWA GRANT PROGRAM DECISION

Sheriff Deweese appeared before the Commission to explain he attended a week long National STOP (Service Training Officers and Prosecutors) Team and requested the Sheriff's department apply for a grant to help fund a full-time officer for this and two years later, they received it. Sgt. Craigo is in his eighteenth year with Putnam County Sheriff and explained the VAWA Grant helps pay his salary for work the Sheriff's Department are required to do. Sgt. Craigo reviewed his many duties, awards, and certifications. Putnam County has not been one of the top five counties for domestic related homicides. Sgt. Craigo requested to continue to be able to apply for the grant.

ALAN PRITT, PRITT & SPANO

Alan Pritt appeared before the Commission to provide an update on the Opioid Litigation. Mr. Pritt submitted the plaintiff's fact sheet. Mr. Pritt explained that the City of Huntington and Cabell County were selected for bellwether trials in order to create a damages model. They are forming their own damages model for Putnam County.

TIMOTHY SMITH, PLANNING DIRECTOR

Commissioner Andes made a motion to approve the order to modify the meetings of the Putnam County Planning Commission as presented by Mr. Smith. Commissioner Skidmore seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Mr. Young presented the following orders for approval:

1. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$2,080.00 payable to Thomas M. Lyvers, Sr. for professional services rendered December 17, 2018 to December 28, 2018
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$150.00 payable to Call2test, LLC

Commissioner Andes made a motion to approve the orders as presented. Commissioner Skidmore seconded the motion. The motion carried unanimously.

ESTATE SETTLEMENTS

The Fiduciary Supervisor Mr. Frye presented the following documents to the Commission and recommended that they be approved as presented:

Short Form Settlement: William J. Bess, Sr., Glenna Carol Childers, Dennis Edward Doe, Peggy Lou Garnes, Arnold Bruce Hunt, Jr., Sterling Thomas Edward Lewis, Jr., Dolly Marie McCallister, Betty Lee McKnight, Frederick Ray Sayre, Thelma Lee Wood, Ernest W. Woodall, Jr.

Long Form Settlement: Elizabeth Marie Collins, Lee Roy Muck

An Order to disburse the sum of \$120.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees.

An Order to disburse the sum of \$148.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order to release the bond posted by Jimmy F. & Cynthia Frazier for Jimmy F. Frazier in the Estate of Zilpha Frazier.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from December 22, 2018 through January 4, 2019.

Commissioner Andes made a motion to approve the documents as presented and authorize the President to sign. President Foster seconded the motion. The motion carried unanimously.

ADJOURN

At 11:02 p.m., having no further business, Commissioner Andes made a motion and Commissioner Skidmore seconded to adjourn the regular session of the County Commission until Thursday, January 31, 2019 at 5:30 p.m.

Respectfully submitted,

Marcie Kimberling
Secretary