

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
October 25, 2018**

OPENING

Commissioners Stephen A. Andes, Ronald R. Foster, and R. Andrew Skidmore were present when the 5:30 p.m. meeting was 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 transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,407.50 for September 2018 Optical and Dental Benefits

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

GENERAL BUSINESS

Commissioner Foster made a motion to approve the minutes of October 16, 2018. Commissioner Andes seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

Commissioner Foster made a motion to approve the Erroneous Assessments as presented:

G & G Investments

1 Erroneous Assessment was approved totaling \$3,461.08 in deduction of taxes.

Commissioner Andes seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

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

1. An Order to make a payroll change for Seth Lewis, Full-time, Deputy Sheriff, Department 700, \$19.66/hourly, effective October 21, 2018 as presented by the Commission Secretary

2. An Order to appoint Timothy Smith to serve on the Putnam County Dilapidated & Abandoned Building Enforcement Agency as presented by the Commission Secretary

Commissioner Andes seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Foster made a motion to appoint Timothy Smith to serve on the Putnam County Dilapidated and Abandoned Building Enforcement Agency. Commissioner Andes seconded the motion. The motion carried unanimously.

FRANK CHAPMAN, OES/911 DIRECTOR

After a discussion, Commissioner Foster made a motion to award the Computer Aided Dispatch System (CAD), Records Management, and Mobile Data for 911, Sheriff, and EMS contract to Zuercher Technologies and Tritech Software Systems and authorize the President to sign the contract as presented by Mr. Chapman. Commissioner Andes seconded the motion. The motion carried unanimously.

VETERANS DAY APPRECIATION PROCLAMATION

The Commission approved and Commissioner Andes read aloud a Veterans Day Appreciation Proclamation declaring the week of November 4, 2018 as Veterans Appreciation Week in Putnam County.

DISCUSSION AND POSSIBLY AMEND COMMISSION MEETING MINUTES FOR SEPTEMBER 11, 2018

The Commissioners had a lengthy discussion on the Commission meeting minutes, professionalism, and property values. Commissioner Andes made a motion to amend the September 11, 2018 on page 7 under Commissioner Foster's comments: "He had many public comments about it being too restrictive and they said I would rather build homes in Kanawha County and I would rather build a restaurant somewhere else." Commissioner Foster seconded the motion. The motion carried unanimously.

President Skidmore made a motion to upload our recording from the September 11, 2018 Commission meeting and for all meetings moving forward. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Foster requested the Commissioners copy each other on emails when they have changes to the minutes prior to our Commission meeting.

Commissioner Foster made a motion to request the Commissioners to notify the other Commissioners if they are contemplating making a board appointment. Commissioner Andes seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Foster made a motion to table the VOCA contracts to gather information and discussion with the appropriate people. Mr. Young said the grants were awarded. The motion died for a lack of a second. Commissioner Foster requested more information and discussion before applying next year.

Commissioner Foster made a motion to approve and authorize the President to sign the Sheriff's VOCA contract as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to approve and authorize the President to sign the Prosecutor's VOCA contract as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Mr. Young presented the following orders for approval:

Commissioner Foster made a motion to issue a check from the General County Fund in the amount of \$4,868.98 payable to The Hurricane Breeze for the legal advertisement of the FY2018 Financial Statements as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the General County Fund in the amount of \$50,000.00 payable to the Putnam County Health Department as the payment of FY2018-19 contribution as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

1. An Order to issue a check from the Water Manila Ridge Fund in the amount of \$250.00 payable to Tyree, Embree & Associates, PLLC for invoice number 23042 for work done on the Manila Ridge Waterline Extension Project
2. An Order to issue a check from the Water Manila Ridge Fund in the amount of \$375.00 payable to Tyree, Embree & Associates, PLLC for invoice number 23144 for work done on the Manila Ridge Waterline Extension Project
3. An Order to issue a check from the Water Manila Ridge Fund in the amount of \$2,250.00 payable to Terradon Corporation for invoice number 31277 for work done on the Manila Ridge Waterline Extension Project
4. An Order to issue a check from the Water Manila Ridge Fund in the amount of \$30,816.75 payable to WV Division of Highways for invoice number WS 3943 for Manila Ridge Waterline Extension Project Inspection Fee

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

5. 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 October 8, 2018 to October 19, 2018

6. An Order to issue a check from the Putnam County Community Justice Fund in the amount of \$1,800.00 payable to Pretera Center for mental health services
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$85.12 payable to Office Depot
8. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$860.00 payable to C V Management for November 2018 invoice Unit #1
9. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$860.00 payable to C V Management for November 2018 invoice Unit #4
10. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$289.01 payable to Sprint
11. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$500.00 payable to Correctional Counseling Inc.
12. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$253.50 payable to Track Group for monitoring
13. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$164.00 payable to Alere Toxicology Services, Inc. for drug testing
14. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$1,216.62 payable to Redwood Toxicology Laboratory, Inc. for drug testing
15. An Order to issue a check from the Putnam County Community Justice Fund in the amount of \$3,532.00 payable to Pretera Center for mental health services

Commissioner Foster made a motion to approve the orders as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

16. An Order to issue a check from the TIF Fund in the amount of \$212,201.66 payable to WesBanco Bank, Inc. Trustee Account – Trustee is to issue debt service payments for Putnam Bonds 2017AB
17. An Order to issue a check from the TIF Fund in the amount of \$1,045.00 payable to Plateau Electric, Inc. for electrical work at the Valley Park Improvement Project

Commissioner Foster made a motion to approve the orders as presented. Commissioner Andes 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 Settlements: Vernon Wayne Beaver, Gary Allen Cooper, Harold Raymond Escue, Marilyn Comer Jarvis, Byron Gene Linville, Nina Marie Moles, Rickey Darrell Shinault, James Edra Shinn, Phyllis Ann Boggs Snodgrass

Long Form Settlement: None.

An Order to disburse the sum of \$114.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from October 13, 2018 through October 19, 2018.

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

PUBLIC COMMENTS

There were none.

ADJOURN

At 6:43 p.m., having no further business, Commissioner Foster made a motion and Commissioner Andes seconded to adjourn the regular session of the County Commission until Tuesday, November 13, 2018 at 9:00 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary