

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
December 27, 2018**

OPENING

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

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 December 11, 2018. Commissioner Andes seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

There were none.

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 Zachary Chumbley, Part-time, Paramedic, Department 715, \$11.50/hourly, effective November 12, 2018 as presented by the Commission Secretary
2. An Order to delete from payroll David Speciale, Part-time, Paramedic, Department 715, effective December 4, 2018 as presented by the Commission Secretary

3. An Order to delete from payroll Jesse Board, Full-time, EMT, Department 715, effective December 12, 2018 as presented by the Commission Secretary
4. An Order to add to payroll Donald Underwood, Part-time, Bailiff, Department 700, \$12.98/hourly, effective December 6, 2018 as presented by the Commission Secretary
5. An Order to delete from payroll Michael Cunningham, Full-time, Paramedic, Department 715, effective December 27, 2018 as presented by the Commission Secretary
6. An Order to make a payroll change for Shawn Johnson, Full-time, Deputy, Department 700, \$19.66/hourly, effective December 16, 2018 as presented by the Commission Secretary
7. An Order to make a payroll change for Matthew McDaniel, Full-time, Corporal, Department 700, \$19.95/hourly, effective December 16, 2018 as presented by the Commission Secretary
8. An Order to make a payroll change for John Hedrick, Full-time, Corporal, Department 700, \$19.95/hourly, effective December 16, 2018 as presented by the Commission Secretary
9. An Order to add to payroll Robert Beaver, Part-time, Telecommunicator, Department 712, \$14.00/hourly, effective December 27, 2018 as presented by the Commission Secretary
10. An Order to delete from payroll Robert Wheeler, Part-time, Bailiff, Department 700, effective January 11, 2019 as presented by the Commission Secretary

Commissioner Andes seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

Mr. Ron Blankenship appeared before the Commission to explain he bought property from family members, at which time the road had two signs being Blankenship Road and Old Haul Road. Mr. Blankenship said the homeowners signed off on the application to rename the road Carol Upton Road, but later said they did not know what they were signing. Mr. Blankenship said the road has two streets signs with one being his Carol Upton Road sign and the 911 Old Haul Road sign. Mr. Chapman explained Mr. Blankenship did not pay the application fee and Carol Upton Road does not meet the requirements for a road name. Mr. Chapman said Mr. Blankenship removed the 911 Old Haul Road sign; therefore, an ambulance had trouble finding a residence. Lana McCormick receives mail at Old Haul Road and does not want her address to change again. The Commissioners informed Mr. Blankenship that a decision will be made at the next Commission meeting and requested 911 provide the signatures of the property owners.

FRANK CHAPMAN, OES/911 DIRECTOR

OES/911 Director Frank Chapman appeared before the Commission to present (2) bids for the Homeland Security Grant for the Sheriff and Fire Department's Radios as follows: 1) Electronic Communications of WV for \$71,500.00 for the Fire Department's radios and \$63,750.00 for the Sheriff's Department's radios, and 2) Electronic Services for \$64,999.99 for the Fire Department's radios and \$55,000.00 for the Sheriff Department's radios.

Commissioner Foster made a motion to award the bid to Electronic Services subject to review by staff. Commissioner Andes seconded the motion. The motion carried unanimously.

ASHLEY ALFORD FUNDING REQUEST

Ashley Alford appeared before the Commission to explain the kitchen at the Valley Park Conference Center needs additional equipment to be able to serve more than two hundred people for plated or buffet style events. They need a double deck oven, two holding heating cabinets and the caterer provided a list of suggested items. Following a discussion, the Commissioners requested Ms. Alford consult with other potential caterers for a list of equipment they would need for catering and reach out to Putnam County Chamber of Commerce members to assist with the cost.

GENERAL BUSINESS

Commissioner Andes made a motion to elect Commissioner Ronald R. Foster as Commission President for the period of January 1, 2019 to December 31, 2019. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes excused himself from the Putnam County Commission meeting.

JEREMY YOUNG, COUNTY MANAGER

Mr. Young presented the following orders for approval:

Commissioner Foster made a motion to approve a budget revision for the Sheriff's Department Fund #700 for travel as presented by Mr. Young. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the Hotel/Motel Tax Fund to Parks and Recreation Commission in the amount of \$28,700.00, to the Convention and Visitors Bureau in the amount of \$43,700.00, and to the Recreation Enhancement Fund in the amount of \$15,000.00 as presented by Mr. Young. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the General School Fund in the amount of \$352,184.02 payable to the General County Fund for reimbursement of jail costs for November 2005 to May of 2006 as presented by Mr. Young. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the E-911 Wireless Fund in the amount of \$7,049.01 made payable to the E-911 Wireless Fund representing 3% of the

monthly wireless subscriber fees as presented by Mr. Young. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the 911 Fund in the amount of \$24,456.16 payable to Colossus, Inc. for the CAD 2019 maintenance contract as presented by Mr. Young. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the Water and Sewer Fund in the amount of \$300.00 payable to WV Department of Environmental Protection for the NPDES Permit for the Manila Ridge Waterline Extension Project as presented by Mr. Young. President Skidmore seconded the motion. The motion carried unanimously.

1. An Order to issue a check from the TIF Fund in the amount of \$55,399.78 payable to WesBanco Bank, Inc. Trustee for October 2018 TIF Revenue – Trustee is to issue debt service payments Putnam Bonds 2017AB
2. An Order to issue a check from the TIF Fund in the amount of \$46,613.57 payable to WesBanco Bank, Inc. Trustee for November 2018 TIF Revenue – Trustee is to issue debt service payments Putnam Bonds 2017AB
3. An Order to issue a check from the TIF Fund in the amount of \$700.00 payable to Triad Engineering, Inc. for work done on the Valley Park Improvement Project for the Putnam County Parks and Recreation Commission
4. An Order to issue a check from the TIF Fund in the amount of \$787.50 payable to WV Department of Environmental Protection for the WVNPDES annual permit fee and Groundwater Protection Fee for the Putnam County Parks and Recreation Commission

Commissioner Foster made a motion to approve the orders as presented. President Skidmore 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 for December 3, 2018 to December 14, 2018
6. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$502.50 payable to Chris Moles for professional services rendered for November 2018 invoice
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$554.00 payable to Track Group for monitoring
8. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$27.50 payable to Alere Toxicology Services, Inc. for drug testing
9. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$63.03 payable to Office Depot

10. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$907.50 payable to Kimberly Sizemore for professional services rendered for November 2018 invoice
11. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$289.12 payable to Sprint
12. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$204.00 payable to QLABS for drug testing
13. An Order to issue a check from the Putnam County Community Justice Fund in the amount of \$2,707.50 payable to Pretera Center for mental health services
14. An Order to issue a check from the Putnam County Community Justice Fund in the amount of \$1,480.00 payable to Pretera Center for mental health services
15. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$554.00 payable to Track Group for monitoring

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

Commissioner Foster made a motion to approve and authorize the President to sign the Requisition for Payment #14 in the amount \$34,219.50 for reimbursement from the Series 2018A Building Commission Lease Revenue Bonds as presented by Mr. Young. President 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 Settlements: John William Affolter, Ann Doniphan Bailes, Clyde S. Cyrus, Dorothy Lillian Cyrus, Jane Sarah Jones, Clara Jane Padavick, Michael A. Sorsaia, Lawrence Wayne Thornton

Long Form Settlement: Thomas Anthony Salango

An Order to disburse the sum of \$110.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order to approve the partial settlement report of R. Angela Vickers, Executrix, in the Estate of Joyce Annette Winter and the partial distribution contained therein.

An Order to approve the partial settlement report of Shane A. Lewis and Diana J. Allen, Co-Executor and Co-Executrix of the Estate of Imogene Eva Bailey Bennington and the partial

distribution contained therein.

An Order to refer the Estate of Charles Michael Davis to Fiduciary Commissioner Carl Hostler to resolve a dispute.

An Order to reopen the Estate of Robert L. Coleman for the sole purpose of asbestosis litigation and appointing Glenn L. Coleman, Executor, due to the death of former Executrix Esther Coleman.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from December 8, 2018 through December 21, 2018.

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

ADJOURN

At 6:37 p.m., having no further business, Commissioner Foster made a motion and President Skidmore seconded to adjourn the regular session of the County Commission until Tuesday, January 8, 2019 at 9:00 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary