

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

**MINUTES**  
**PUTNAM COUNTY COMMISSION REGULAR SESSION**  
**February 12, 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

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 January 31, 2019. Commissioner Skidmore seconded the motion. The motion carried unanimously.

**ERRONEOUS ASSESSMENTS**

There were none.

**COURT ORDERS APPROVED**

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

1. An Order to deny the Annexation by Minor Boundary Adjustment of 193+/- Acres of Territory Identified as Tract No. 1 and 30+/- Acres of Territory Identified as Tract No. 2 into the Corporate Limits of the City of Winfield
2. An Order to approve the amendment to rezone the property located on Tax Map 184, Parcel 25.6 which is located at Lockview Mobile Home Park, Southwest of the Winfield Locks and Dam, Winfield, WV 25213, to rezone property from "C-2" High Density Commercial District to "RR" Rural Residential District

3. An Order to re-appoint Heather Brown to serve on the Putnam County Community Criminal Justice Board, effective January 1, 2019 with a term to expire on December 31, 2021 as presented by the Commission Secretary
4. An Order to rescind the appointment of Dane Ryan to serve on the Putnam County Board of Zoning Appeals, effective January 31, 2019 with a term to expire on January 1, 2020 as presented by the Commission Secretary
5. An Order to re-appoint R. Andrew Skidmore to serve on the Putnam County Community Criminal Justice Board, effective January 1, 2019 with a term to expire on December 31, 2021 as presented by the Commission Secretary
6. An Order to appoint Dane Ryan to serve on the Putnam County Development Authority Board, effective February 12, 2019 with a term to expire on September 30, 2020 as presented by the Commission Secretary
7. An Order to appoint Jessie Parker, Jr. to serve on the Putnam County Board of Zoning Appeals, effective February 12, 2019 with a term to expire on January 1, 2020 as presented by the Commission Secretary
8. An Order to re-appoint Ronald Stone to serve on the Putnam County Development Authority Board, effective October 1, 2018 with a term to expire on September 30, 2021 as presented by the Commission Secretary
9. An Order to re-appoint Courtlandt Smith to serve on the Putnam County Development Authority Board, effective October 1, 2017 with a term to expire on September 30, 2020 as presented by the Commission Secretary

Commissioner Skidmore seconded the motion. The motion carried unanimously.

### **PUBLIC COMMENT**

Rose Gatens appeared before the Commission with a petition for road repair to Evergreen Road and Means Road. Ms. Gatens has been trying to get road repair for thirty years. Commission secretary has forwarded the request to the West Virginia Department of Transportation.

### **RESOLUTION FOR PUTNAM CAREER AND TECHNICAL CENTER**

Carolyn Baldwin Assistant Principal at Putnam Career and Technical Center introduced Will Hamilton a student in their plumbing program. Mr. Hamilton reviewed the process for the EPIC Grant. He explained that Eleanor Park's Innovative Cabins will be eco friendly, students will provide cleaning for community service hours, and students will do future repairs as well.

The Commission approved and Commissioner Skidmore read a resolution recognizing Putnam Career and Technical Center for being awarded \$50,000 for the Economic Projects Impacting Communities (EPIC) Grant to build tiny-home cabins at Eleanor Park, to increase tourism as well as the local economy.

## **EXECUTIVE SESSION**

At 9:21 a.m., Commissioner Andes made a motion to enter into executive session for a board interview with Heather Brown for Putnam County Community Criminal Justice Board. Commissioner Skidmore seconded the motion. The motion carried unanimously.

At 9:31 a.m., Commissioner Andes made a motion to enter back into regular session. Commissioner Skidmore seconded the motion. The motion carried unanimously.

## **BOARD APPOINTMENTS**

Commissioner Andes made a motion to re-appoint Heather Brown with a substance abuse treatment background to serve on the Putnam County Community Criminal Justice Board, effective January 1, 2019 with a term to expire on December 31, 2021. Commissioner Skidmore seconded the motion. The motion carried unanimously.

## **SAMANTHA DELPH, FIRSTNET CONSULTANT**

Samantha Delph and Beth Spradling appeared before the Commission for a FirstNet presentation on the Public Safety Network built by AT&T. Ms. Delph explained that government agencies are eligible for FirstNet, which gives public safety its own network during times of network congestion. They have plans for a rural network build out plan that will benefit the public as well.

## **WILL MILLER, BUSINESS RETENTION SPECIALIST AT PCDA**

Will Miller appeared before the Commission to announce the Auto Supply Chain Expo at the Valley Park Conference Center on March 7, 2019 from 1:00-4:00 p.m. This event will allow businesses to meet with automotive manufacturers to promote their services.

## **TIM HANNA, PROJECT COORDINATOR**

Commissioner Andes made a motion to approve the 2020 Census Complete County Committee Resolution as presented by Mr. Hanna. Commissioner Skidmore seconded the motion. The motion carried unanimously.

## **JEREMY YOUNG, COUNTY MANAGER**

Mr. Young presented the following orders for approval:

Commissioner Andes made a motion to approve and authorize the County Manager Jeremy Young to sign the CGI Communications 2019 Video Program Agreement as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to approve and authorize the President to sign a letter of support for the CGI Communications 2019 Video Program as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to approve a budget revision for the Planning Department Fund #439 for professional services as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to issue a check from the General County Fund in the amount of \$2,500.00 payable to West Virginia University Cooperative Extension Service as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to issue a check from the General County Fund in the amount of \$2,050.00 payable to Wesbanco for trustee fees for 2019 as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to issue a check from the TIF Fund in the amount of \$60,000.00 payable to Wolf Creek Contracting Co LLC for work done on the Valley Park Improvement Project for the Putnam County Parks and Recreation Commission as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

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 for January 13, 2019 to January 25, 2019
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$1,248.00 payable to Thomas M. Lyvers, Sr. for professional services rendered for February 1, 2019 to February 8, 2019
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$832.00 payable to Thomas M. Lyvers, Sr. for professional services rendered for January 28, 2019 to January 31, 2019

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

## **BOARD APPOINTMENTS**

Commissioner Skidmore made a motion to appoint Commissioner Ronald R. Foster to Region 2 Workforce Investment Board as presented by Commission Secretary. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to rescind the appointment order of Dane Ryan to the Putnam County Board of Zoning Appeals, effective January 31, 2019 with a term to expire on January 1, 2020. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to re-appoint R. Andrew Skidmore to serve on the Putnam County Community Criminal Justice Board, effective January 1, 2019 with a term to

expire on December 31, 2021. President Foster seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to appoint Dane Ryan to serve on the Putnam County Development Authority Board, effective February 12, 2019 with a term to expire on September 30, 2020. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to appoint Jessie Parker, Jr. to serve on the Putnam County Board of Zoning Appeals, effective February 12, 2019 with a term to expire on January 1, 2020. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to re-appoint Ronald Stone to serve on the Putnam County Development Authority Board, effective October 1, 2018 with a term to expire on September 30, 2021. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to re-appoint Courtlandt Smith to serve on the Putnam County Development Authority Board, effective October 1, 2017 with a term to expire on September 30, 2020. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Andes made a motion to re-appoint Johnny Harris to serve on the Putnam County Development Authority Board, effective October 1, 2018 with a term to expire on September 30, 2021. President Foster asked to table the motion because he requested information from Mr. Harris on behalf of the Commission, but was told they did not have to provide it. President Foster believes they have a right to the information. Commissioner Skidmore requested the Commission Secretary to schedule a board interview with Mr. Harris. Commissioner Skidmore seconded the motion to table 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:** Linda Pearl Thelen aka Linda P. Gunnoe

An Order to disburse the sum of \$175.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees.

An Order to disburse the sum of \$11.00 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 January 26, 2019 through February 8, 2019

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

unanimously.

**ADJOURN**

At 10:17 a.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, February 28, 2019 at 5:30 p.m.

Respectfully submitted,

Marcie Kimberling  
Secretary