

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

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

**MINUTES  
PUTNAM COUNTY COMMISSION REGULAR SESSION  
April 9, 2019**

**OPENING**

Commissioners 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 transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,332.00 for March 2019 Optical and Dental Benefits

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

**GENERAL BUSINESS**

Commissioner Skidmore made a motion to approve the minutes of March 28, 2019. President Foster seconded the motion. The motion carried unanimously.

**ERRONEOUS ASSESSMENTS**

There were none.

**COURT ORDERS APPROVED**

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

1. An Order to add to payroll Kathy Rayburn, Full-time, Tax Clerk, Department 404, \$10.50/hourly, effective April 8, 2019 as presented by the Commission Secretary
2. An Order to make a payroll change for Jason Parsons, Full-time, Paramedic, Department 715, \$13.63/hourly, effective April 7, 2019 as presented by the Commission Secretary

3. An Order to appoint David Holtzapfel to serve on the Putnam County Parks & Recreation Commission Board, effective April 9, 2019 with a term to expire on August 31, 2019 as presented by the Commission Secretary

President Foster seconded the motion. The motion carried unanimously.

### **PUBLIC COMMENTS**

There were none.

### **JEREMY YOUNG, COUNTY MANAGER**

Mr. Young presented the following orders for approval:

Commissioner Skidmore made a motion to issue a check from the Technology Fund in the amount of \$53,278.69 payable to the Software Information Systems, LLC for invoice #86929 representing payment for a new IBM AS400 as presented by Mr. Young. President Foster 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 \$3,180.00 payable to Prestera Center for Mental Health Services, Inc. for Mental Health Services, Inc. for DRC March 2019 invoice
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$1,040.00 payable to Thomas M. Lyvers, Sr. for professional services rendered for March 25, 2019 to March 29, 2019
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$1,040.00 payable to Thomas M. Lyvers, Sr. for professional services rendered for April 1, 2019 to April 5, 2019

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

Commissioner Skidmore made a motion to approve and authorize the President to sign the 2019-2020 Records Management Preservation Board (RMPB) Grant Contract as presented by Mr. Young. President Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to issue a check from the General County Fund in the amount of \$37,880.00 payable to Stephens Auto Center for a 2019 Ford Expedition out of the Edward Byrne Memorial JAG Grant as presented by Mr. Young. President Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve the Proclamation for April as Fair Housing Month as presented by Mr. Young. President Foster seconded the motion. The motion carried unanimously.

### **JIM NAGY, TERRADON**

Commissioner Skidmore made a motion to approve and authorize the President to sign the proposal for engineering services and obtain supporting documentation for IJDC application for potential water main extension projects in Putnam County as presented by Mr. Nagy. President Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve and authorize the President to sign the notice to proceed with the Manila Ridge Project as presented by Mr. Nagy. President Foster seconded the motion. The motion carried unanimously.

### **EXECUTIVE SESSION**

At 9:13 a.m., Commissioner Skidmore made a motion to enter into executive session for a board interview with David Holtzapfel for Putnam County Development Authority Board or Putnam County Parks and Recreation. President Foster seconded the motion. The motion carried unanimously.

At 9:16 a.m., Commissioner Andes arrived at the meeting and entered into executive session.

At 9:28 a.m., Commissioner Skidmore made a motion to enter back into regular session. Commissioner Andes seconded the motion. The motion carried unanimously.

### **BOARD APPOINTMENTS**

Commissioner Andes made a motion to appoint David Holtzapfel to serve on the Putnam County Parks & Recreation Commission Board, effective April 9, 2019 with a term to expire on August 31, 2019. Commissioner Skidmore seconded the motion. The motion carried unanimously.

### **JARROD DEAN, PARKS DIRECTOR**

Jarrold Dean appeared before the Commission to provide an update on the Valley Park baseball pole and netting installation update. In February, the Commission approved netting with the understanding that AEP agreed to donate the poles along with voluntary labor for installation. Mr. Dean explained that AEP is now charging \$3,329.00 for the poles and delivery and said they do not have volunteers for the installation. Mr. Dean said they had loss of revenue for up to \$10,000.00 because AEP's lack of cooperation of their initial agreement. Commissioner Skidmore read the community involvement statement from the Appalachian Power's website. Commissioner Skidmore cannot understand why Appalachian Power will not step up and be involved in the community, since they led us down that path. President Foster asked Susie Esposito to reach out to our Congressmen for help. Susie Esposito suggested reaching out to Attorney General's office. David Holtzapfel is going to reach out to a nephew who works for AEP out of Milton.

### **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:** Carlos G. Bays, Nelson Gilbert Casto, Mary Joan Collins, William Martin Errett, Mark Anthony Hall, Wilma Jean Kelley, Forrest Lawson, Dennis Michael Mooney, Densil Ray Quentrill, Connie G. Renick, Adam Michael Rollins, Thelma Waunita Thompson, Charles Edward Winter

**Short Form Settlement:** Tonjua Mae Coleman, Chad Douglas O'Dell

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 \$171.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order to appoint James Adam Quentrill as Administrator DBN of the Estate of Densil Ray Quentrill due to the death of former Administratrix, Susan E. Quentrill, to complete administration.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from March 23, 2019 through April 5, 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 9:48 a.m., having no further business, Commissioner Skidmore made a motion and Commissioner Andes seconded to adjourn the regular session of the County Commission until Tuesday, April 16, 2019 at 8:30 a.m.

Respectfully submitted,

Marcie Kimberling  
Secretary