

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
July 9, 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 June 27, 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:

Commissioner Andes said the Commission is not providing the funds for Will Jordan's promotion and the money will come from the Sheriff's Department's budget. President Foster reviewed the process they went through and stated the Commission has a letter from Will Jordan waiving his right to potential claims against the Sheriff of Putnam County and Putnam County Commission for pay discrepancy between the Chief Deputies.

1. An Order to add to payroll David Scragg, Part-time, Intern, Department 405, \$11.00/hourly, effective July 1, 2019 as presented by the Commission Secretary
2. An Order to add to payroll Sheila Cobb, Part-time, Office Assistant, Department 404, \$10.50/hourly, effective July 1, 2019 as presented by the Commission Secretary

3. An Order to make a payroll change for Christa Miller, Part-time to Full-time, Telecommunicator, Department 712, \$14.68/hourly, effective July 1, 2019 as presented by the Commission Secretary
4. An Order to make a payroll change for Farrah Crane, Full-time, Office Assistant, Department 404, \$12.59/hourly, effective July 1, 2019 as presented by the Commission Secretary
5. An Order to make a payroll change for Deirdre Higginbotham, Full-time, Tax Clerk, Department 404, \$10.99/hourly, effective July 1, 2019 as presented by the Commission Secretary
6. An Order to delete from payroll Christopher Lowe, Full-time, Bailiff, Department 700, effective July 12, 2019 as presented by the Commission Secretary
7. An Order to make a payroll change for Will Jordan, Full-time, Chief Deputy, Department 700, \$46,384.00/annually, effective July 1, 2019 as presented by the Commission Secretary
8. An Order to add to payroll Sondra Dillon, Part-time, Administrative Assistant, Department 715, \$13.00/hourly, effective July 22, 2019 as presented by the Commission Secretary
9. An Order to add to payroll Tina Skaggs, Part-time, Paramedic, Department 715, \$11.50/hourly, effective July 22, 2019 as presented by the Commission Secretary

Commissioner Skidmore seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

There were none.

KRIS WARNER, USDA STATE DIRECTOR OF RURAL DEVELOPMENT

Kris Warner appeared before the Commission to provide an update on the USDA Rural Development Program. Mr. Warner reviewed the programs in Rural Housing & Community Facilities, Rural Utilities Service, and Rural Business & Cooperative Service. Commissioners are interested in sponsoring a booth at a local event in order for USDA to help spread the word on their various programs.

ALAN PRITT, PRITT & SPANO

Alan Pritt appeared before the Commission to provide an update on the Opioid Litigation. Mr. Pritt feels they are making progress. There have been discussions on combining cases or possibly have different groups. Mr. Pritt also anticipates some bankruptcies. He explained that Huntington was chosen for a bellwether trial to obtain numbers, and then use these figures for settlement purposes.

SOJUANA ELLIS, REGIONAL INTERGOVERNMENTAL COUNCIL

Jim Nagy said construction on the Manila Ridge project is going well. They installed 10,000 feet of pipe with a completion date of mid October.

Commissioner Andes made a motion to approve the payment request #4 as presented by Ms. Ellis. Commissioner Andes amended his motion to approve and authorize the President and Commissioners to sign payment request #4 as presented by Ms. Ellis. Commissioner Skidmore seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Larry Frye reviewed the contract from Cebridge Acquisition, LLC for the construction and operation of a cable system that was marked up. The Commissioners requested Mr. Frye invite a representative from Cebridge to attend the next Commission meeting with an updated contract.

TIM HANNA, PROJECT COORDINATOR

Commissioner Andes made a motion to approve and authorize the President to sign the 2019 JAG PRO Grant Application as presented by Mr. Hanna. 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 \$4,591.74 payable to the Town of Poca for reimbursement out of the Putnam County Recreation Enhancement Fund as presented by Mr. Hanna. Commissioner Skidmore seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

President Foster said he requested the county holidays be on the agenda to determine if the Commissioners want to do something permanent on addressing holidays designated by the governor. Mr. Young said we have twelve annual holidays and reviewed our policy. Commissioner Andes would like to review the information and make a decision at the next Commission meeting.

Commissioner Andes made a motion to authorize the President to sign State Budget Revision #1 – Coal Severance Fund 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 the Supreme Court memorandum of understanding for Family Court facilities as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Mr. Young presented the following orders for approval:

Commissioner Andes made a motion to issue a check from the Technology Fund in the amount of \$9,585.00 payable to Software Information Systems, LLC for invoice #88052

representing payment for IBM AS400 Power9 and Data Domain Installation 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 \$4,800.00 payable to Brian Wood for the WV Prosecuting Attorneys Institute FY2020 Statutory Premium 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 \$25,000.00 payable to the City of Hurricane for Putnam County Parks and Recreation account number 3-6160-00 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 Putnam County Community Criminal Justice Fund in the amount of \$2,080.00 payable to Thomas M. Lyvers, Sr. for services rendered June 17, 2019 to June 28, 2019 as presented by Mr. Young. 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 Settlements: Terri Lynn Cox, Ruth Carol "Carroll" Criner aka Ruth Mynes, Dorothy Lee Byrd Graley, Robert Franklin Shirkey, William Walter Shoub, Talma Ann Turley, Elizabeth Ann Westfall

Long Form Settlement: William H. Call, James K. Campbell, Sarah Jane George, Henry W. Thomas, James Dillon "Dillion" Underwood

An Order to disburse the sum of \$105.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees.

An Order to disburse the sum of \$176.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order directing the Disclaimer of Daniel Joe Dillon in the Estate of Opal Pearl Argabrite be filed in the Miscellaneous Records and the Fiduciary Record Books in the Office of the Clerk of the County Commission.

An Order directing the Disclaimer of Gordon Ray Dillon in the Estate of Opal Pearl Argabrite be filed in the Miscellaneous Records and the Fiduciary Record Books in the Office of the Clerk of the County Commission.

An Order directing the Disclaimer of Timothy Allen Dillon in the Estate of Opal Pearl Argabrite to be filed in the Miscellaneous Records and the Fiduciary Record Books in the Office of the

Clerk of the County Commission.

An Order approving the annual accounting of Vione A. Harris, Committee for Howard Eugene Cain, Incompetent.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from June 22, 2019 through July 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 10:03 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, July 25, 2019 at 5:30 p.m.

Respectfully submitted,

Marcie Kimberling
Secretary