

APPROVED: _____

DATE: _____

MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
August 11, 2020

OPENING

The Commission meeting was open to the public by conference call with multiple participants.

Commissioners Stephen A. Andes, Ronald R. Foster and R. Andrew Skidmore were present when the 9:00 a.m. meeting convened in the old courtroom by County Clerk Brian Wood. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

Commissioner Skidmore made a motion to approve letter of support to urge the Court to stay of the execution of the judgment order until after the November 2020 election. Commissioner Foster seconded the motion. The motion carried unanimously.

Mr. Wood presented the following documents for the Commissioner's approval and signature:

1. Edit registers and checks

Commissioner Skidmore made a motion to approve and sign the presented documents and invoices as presented in the edit register. Commissioner Foster seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Foster made a motion to approve the minutes of July 30, 2020. President Andes seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

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

1. An Order to delete from payroll Janice Kelley, Full-Time, Tax Clerk, Department 404, effective July 29, 2020 as presented by the Commission Secretary
2. An Order to delete from payroll Hunter Thornton, Part-Time, Humane Officer, Department 716, effective July 22, 2020 as presented by the Commission Secretary

3. An Order to add to payroll Stephen Gabriel Runyon, Part-time, Human Officer, Department 716, \$10.00/hourly, effective July 10, 2020 as presented by the Commission Secretary
4. An Order to delete from payroll Robert Flinn, Full-Time, Deputy, Department 700, effective August 10, 2020 as presented by the Commission Secretary
5. An Order to appoint Chief W.M. (Mike) Mullins to serve on the Putnam County E-911 Advisory Board, effective August 11, 2020 with a term to expire on June 30, 2023 as presented by the Commission Secretary
6. An Order to re-appoint John Dearnell to serve on the Putnam County E-911 Advisory Board, effective July 1, 2020 with a term to expire on June 30, 2023 as presented by the Commission Secretary
7. An Order to re-appoint Stephen A. Andes to serve on the Putnam County Convention & Visitors Bureau Board, effective July 1, 2020 with a term to expire on June 30, 2023 as presented by the Commission Secretary

Commissioner Foster seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

Kathy Carney who resides at 25 Thorn Apple Lane in Scott Depot is having trouble losing internet and phone service intermittently with Suddenlink. Commissioner Skidmore said there is a case forming and recommended Ms. Carney speaking to Susie Esposito from Congressman Mooney's office and Alex with Senator Capito's office. County Manger Jeremy Young is setting up a meeting with Suddenlink.

RECESS

Commissioner Skidmore made a motion to take a ten minute recess. Commissioner Skidmore rescinded his motion for a recess.

STEVE DEWEESE, SHERIFF

Sheriff Steve Deweese presented awards to Deputy Joshua Warner of Putnam County Sheriff's Department for winning the Larry Edward Miller Award with 63 DUI arrests and Trooper Justin Cavender of West Virginia State Police for second place with 61 DUI arrests.

President Andes read resolutions for the Miller Award to recognize Deputy Joshua Warner and Trooper Justin Cavender.

RECESS

Commissioner Skidmore made a motion to take a ten minute recess. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to go back in regular session. Commissioner Foster seconded the motion. The motion carried unanimously.

FINANCIAL UPDATES

Andrew Dunlap appeared before the Commission to report they assisted Putnam PSD in receiving a grant to improve water service that will create 220 jobs. The Supply Chain Expo with Constellium will be online on September 15, 2020. They invested in a new website with GIS mapping.

Jamey Hunt appeared before the Commission to report he received \$175,000 from their grant. Mr. Hunt changed their counseling services to Aspire to Inspire a local company that will provide in-house services.

ALAN PRITT, PRITT & SPANO

Alan Pritt reported we are in Cleveland with the federal panel. The state cases had mediation in February and will have another one at the end of August. The Cabell County case is set for trial in October.

FINANCIAL UPDATES

Kelli Steele appeared before the Commission to report Putnam County is still doing well considering the pandemic and the CVB is financially stable. There was a 40% decrease in hotel/motel tax for the fourth quarter. They continue to market outdoor recreation and small events.

Lolita Kirk appeared before the Commission to say they initially planned for preparedness, but instead went straight into response for COVID-19. The year went well financially and their new website will be complete by the end of the month. They are hiring an employee whose primary role is epidemiology through a grant they received.

Frank Chapman introduced Mikyle White the new Deputy Director. Mikyle White thanked the Commissioners for the opportunity to become the Deputy Director. He explained the Zuercher CAD system is the most technology driven that we've ever been.

Megan Tarbett appeared before the Commission to report they are exactly where they expected to be financially. They continued online programs through the pandemic and opened their wifi to the public. They offer pick up service for books, are limiting occupancy and will be extending their hours in September.

RECESS

Commissioner Foster made a motion to take a ten minute recess. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to go back in regular session. Commissioner Skidmore seconded the motion. The motion carried unanimously.

FINANCIAL UPDATE

Ashley Deal and Justin Williams appeared before the Commission to say they finished the year strong. Several private donors donated a total of \$20,000 to purchase twenty-five sections of stage which allowed them to do several dance events. They are doing weddings at half capacity in the Conference Center, outdoor weddings, Putnam County Bridal Expo and educational camps for virtual learning.

TIM HANNA, PROJECT COORDINATOR

Commissioner Skidmore made a motion to approve and authorize the President to sign the FY2020 Edward Bryne Memorial Justice Assistance Grant Application as presented by Mr. Hanna. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve HAVA Grant Application #3 as presented by Mr. Hanna. Commissioner Foster seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore made a motion to allow the County Manager to proceed with advertising a public bid for the Courthouse Parking Lot Paving Project as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to authorize the County Manager to put out the bid to purchase touchless sinks and toilets for county owned facilities due to COVID-19 as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to issue a check from the General County Fund (#001-696-5-66.0) in the amount of \$1,348,219.81 payable to the Putnam County COVID-19 Grant Fund #206 representing reimbursement of COVID-19 expenses from CARES as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to issue a check from the General County Fund (#001-696-5-66.0) in the amount of \$400,000.00 payable to the Putnam County Financial Stabilization Fund #058 to cover a General Fund shortfall or any other purpose that the Commission considers appropriate as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to issue increment paychecks to all full-time General County Fund (001) non-civil service employees for FY 2019-2020 as presented by Mr. Young. Commissioner Foster 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: Joshua Adam Absten, Jack Kenna Arnett, Paul David

Callahan, Samuel Ery Errett, III, Donna Sue Lytle Fish, Judy Elaine Fox, Garry Lee Hayzlett, Doris Maureen Hobba, Robert Emmett Jarrett, Jr., Freda Louise Johnson, Larry Allan Lanham, Jack Aaron Miller, Ruth Virginia Parsons, Betty Joanne Porterfield, Bernard Harley Preston, Thomas Edward Steele, Dortha S. Thornton

Long Form Settlement: Robert Joseph Sula , Golden Willis

An Order to disburse the sum of \$160.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees.

An Order to disburse the sum of \$220.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order to approve the Partial Settlement Report of Sharon Ann Ferrell, Executrix, of the Estate of Marie Craig Johnson.

An Order to reopen the Estate of Charles Eugene Prowse and appoint Sheila O. Whitt Prowse, Administratrix, for the sole purpose of unclaimed property with the West Virginia State Treasurer's Office.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from July 25, 2020 through August 7, 2020.

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

Commissioner Skidmore made a motion to approve payment of invoices as presented. Commissioner Foster seconded the motion. The motion carried unanimously.

There were no invoices.

BOARD APPOINTMENTS

Commissioner Skidmore made a motion to appoint Chief W. M. Mullins to the Putnam County E911 Advisory Board, effective August 11, 2020 with a term to expire on June 30, 2023. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to re-appoint John Dearnell to the Putnam County E911 Advisory Board, effective July 1, 2020 with a term to expire on June 30, 2023. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to re-appoint Stephen A. Andes to the Putnam County Convention and Visitors Bureau Board, effective July 1, 2020 with a term to expire on June 30, 2023. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to appoint Commissioner Foster to serve on the Workforce Investment Board from 2020-2022. President Andes seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

There were no public comments.

ADJOURN

At 11:33 a.m., having no further business, Commissioner Skidmore made a motion and Commissioner Foster seconded to adjourn the regular session of the County Commission until Thursday, August 27, 2020 at 5:30 p.m.

Respectfully submitted,

Marcie Kimberling
Secretary