

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
August 27, 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 5:30 p.m. meeting convened in the old courtroom 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:

Commissioner Skidmore made a motion to approve the order for the attached list of election officials received from the Democratic and Republican Executive Committees be named Election Officials for the purpose of conducting the General Election to be held on November 3, 2020. It is further ordered that the Clerk of the County Commission shall fill any vacancies as necessary. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve the order for designation of a community voting location for the November 3, 2020, General Election, at the Conference Center located at 1 Valley Park Drive, Hurricane, WV. Commissioner Foster seconded the motion. The motion carried unanimously.

1. Edit registers and checks

Commissioner Skidmore made a motion to approve invoices and edit registers as presented by Mr. Wood. Commissioner Foster seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Skidmore made a motion to approve the August 11, 2020 minutes. Commissioner Foster 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 amended Order to make a payroll change for Stephen Gabriel Runyon, Part-time, Humane Officer, Department 716, \$10.00/hourly, effective August 10, 2020 as presented by the Commission Secretary
2. An Order to make a payroll change for Tandy Boggess, Full-time, Tax Clerk, Transfer from Department 424 to 404, \$11.00/hourly, effective September 7, 2020 as presented by the Commission Secretary
3. An Order to add to payroll Seth Lewis, Full-time, Deputy Sheriff, Department 700, \$20.15/hourly, effective September 7, 2020 as presented by the Commission Secretary
4. An Order to delete from payroll Charles Savilla, Full-Time, Corporal, Department 700, effective September 6, 2020 as presented by the Commission Secretary
5. An Order to make a payroll change for Sheila Cobb, Part-time, Office Assistant, Transfer from Department 413 to 404, \$10.50/hourly, effective August 26, 2020 as presented by the Commission Secretary
6. An Order to amend Section VI – Travel Expense in the Putnam County Personnel Policy and Procedures Manual to follow federal and state policies regarding to travel as presented by the County Attorney

Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve payment of invoices as presented.

7. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$198.00 payable to Reconnect, Inc. for May invoice
8. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$160.00 payable to Reconnect, Inc. for July invoice
9. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$2,031.25 payable to Aspire to Inspire Behavioral Health & Addiction Services for July invoice
10. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$395.00 payable to QLABS for testing
11. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$12.64 payable to Earl Ingram for reimbursement of keys
12. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$202.50 payable to Prestera Center for Mental Health Services, Inc. for July invoice for Drug Court
13. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$59.33 payable to Office Depot, Inc.

Commissioner Foster seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Robert McClanahan appeared before the Commission to report a neighbor on Poca River Road has a motorcross track that is creating dust for him and his neighbors. Commissioners asked County Attorney Larry Frye look into the Nuisance Ordinance.

Gene Stone the Treasurer of Bill Creek Crossing Subdivision HOA to report the adjoining businesses are not replacing trees or putting up a barrier as the trees die or fall. Commissioner Foster requested Planner Melissa Sargent put this item on the next Planning Commission Agenda.

TRICK OR TREAT

For safe Trick or Treating our Local Health Administrator Lolita Kirk recommends not going in large groups, sanitize hands periodically, people should sit the candy outside and stand inside the door. Ms. Kirk will provide some suggested guidelines for Trick or Treat. Ms. Kirk said Putnam County has had 260 total COVID-19 cases and 37 are active.

Commissioner Skidmore made a motion to designate Saturday, October 31, 2020 as Trick or Treat from 6:00 p.m. to 8:00 p.m. for all areas of Putnam County outside of city limits. Commissioner Skidmore amended motion to include the suggested guidelines from the Putnam County Health Department. Commissioner Foster seconded the motion. The motion carried unanimously.

JAMEY HUNT, DIRECTOR OF COMMUNITY CORRECTIONS

Commissioner Skidmore made a motion to approve and authorize the President to sign the Community Corrections Grant Contract as presented by Mr. Hunt. Commissioner Foster seconded the motion. The motion carried unanimously.

ERIN JONES, DIRECTOR OF GOVERNMENT AFFAIRS

Erin Jones appeared before the Commission to report Altice bought Suddenlink in 2015 and Cable Vision in 2016. In 2019 they did a massive billing migration, which created high call volumes. They had an annual rate event in February that standardized rates for new and existing customers.

Commissioner Andes, Commission Foster, Nancy Stone of Mill Creek Crossing, Kathy Carney of Rose Hill Acres, and Travis Willard spoke regarding rate increases, customer service, subcontracting technicians, and loss of service.

Ms. Jones said she hopes everyone will see an improvement in the next few months and will follow-up on the issues brought up during the meeting.

MELISSA SARGENT, SENIOR PLANNER

Melissa Sargent presented the zoning amendment application submitted by Putnam County

Bank for rezoning for properties located on Tax Map 224A, Parcel 185. This parcel is near Bell Acres/Teays Valley Road intersection in Scott Depot, WV. Putnam County Bank wishes to rezone this property from an "R-2" Mixed Residential District to a "C-1" Suburban Commercial District.

At 6:59 p.m., Commissioner Skidmore made a motion to open the public hearing. Commissioner Foster seconded the motion. The motion carried unanimously.

President Andes opened the public hearing and asked for public comments; there were none.

At 7:00 p.m., Commissioner Skidmore made a motion to close the public hearing. Commissioner Foster seconded the motion. The motion carried unanimously.

The County Commission made the following FINDINGS OF FACTS: Commissioners agreed the text amendment would protect and promote the public health, safety, convenience, moral and general welfare because (1) C-1 requires proper screening to be put in place to the existing residences, (2) The Interstate/Interchange area is very conducive to commercial traffic, and (3) The Interstate/Interchange combines with US 35 so the subject land is conducive to be commercial, which meets the intent and goals of those plans.

Commissioner Skidmore made a motion to approve the rezoning application submitted by Putnam County Bank for Rezoning for properties located on Tax Map 224A, Parcel 185 to rezone from "R-2" Mixed Residential District to a "C-1" Suburban Commercial District. The properties are located near Bell Acres/Teays Valley Road intersection in Scott Depot, WV. Commissioner Foster seconded the motion. The motion carried unanimously.

President Andes exited the meeting.

APPOINTING PRESIDENT

Commissioner Foster made a motion to appoint Commissioner Skidmore as acting President. Commissioner Skidmore seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

County Manager Jeremy Young appeared before the Commission to present two (2) bids for the Restroom Hardware Upgrade Project Due to COVID as follows: 1) Valley Plumbing with a bid of \$29,957.32, 2) Ferguson Enterprise with a bid of \$27,455.38.

Commissioner Foster made a motion to approve Ferguson Enterprises for the Restroom Hardware Upgrade Project with a bid of \$27,455.38. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue checks from the Putnam County Building Fund in the amount of \$136,900.00 and \$48,900.66 payable to Burdette Realty Improvement, Inc. for invoices 42319 and 42234 towards the Putnam County Storage Facility Project. President Skidmore seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the TIF Fund (273-430-5-66.0) in the amount of \$118,271.20 payable to WesBanco Bank, Inc. Trustee for July 2020 TIF Revenue (Acct #108507771 Revenue Fund) – Trustee is to issue debt service payments for Putnam Bonds 2017AB 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 Spay and Neuter Fund in the amount of \$60.00 payable to Help for Animals for services provided 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: Randy Dean Adkins, Paul Lester Boone, Edna Ruth Cooper, Harold Dorman DePue, Shirley A. Jeffries, Gregory Allen Lucas, Nello Wallace McCallister

Long Form Settlement: None

An Order to disburse the sum of \$88.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order approving the Annual Accounting Report of Eleanor Ruth Fisher, Executrix, of the Estate of Lynden Varrell Fisher.

An Order of “Estate Listing” of Actions of Fiduciary Supervisor from August 8, 2020 through August 21, 2020.

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

BOARD APPOINTMENT

Commissioner Skidmore made a motion to re-appoint Bryan Plotkin, Dane Ryan, George Woodrum, Joe McDonie, Glenn Jeffries, and Jeffrey Blair to serve on the Putnam County Development Authority Board, effective October 1, 2020 with terms to expire on September 30, 2023. Commissioner Foster seconded the motion. The motion carried unanimously.

ADJOURN

At 7:13 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, September 8, 2020 at 9:00 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary