

APPROVED: _____

DATE: _____

MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
September 24, 2020

OPENING

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

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:

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 \$9,611.50 for June 2020 Optical and Dental Benefits
3. An Order to transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,579.00 for July 2020 Optical and Dental Benefits
4. An Order to transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,603.50 for August 2020 Optical and Dental Benefits

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

GENERAL BUSINESS

Commissioner Skidmore made a motion to approve the September 8, 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 Order to add to payroll Chase Jeffries, Part-time, Custodian, Department 424, \$10.50/hourly, effective September 14, 2020 as presented by the Commission Secretary

2. An Order to make a payroll change for Josh Rollins, Full-time to Part-time, Telecommunicator, Department 712, \$14.50/hourly, effective September 6, 2020 as presented by the Commission Secretary
3. An Order to add to payroll Jeff Martin, Part-time Seasonal, Office Assistant I, Department 413, \$10.50/hourly, effective September 14, 2020 as presented by the Commission Secretary
4. An Order to make a payroll change for Alexander Jividen, Part-time, Paramedic, Department 715, \$14.00/hourly, effective September 26, 2020 as presented by the Commission Secretary

Commissioner Foster seconded the motion. The motion carried unanimously.

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

5. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$55.49 payable to Office Depot, Inc.
6. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$860.00 payable to EBE Investment for Unit #1 October 2020 invoice
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$860.00 payable to EBE Investment for Unit #4 October 2020 invoice
8. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$367.50 payable to Pretera Center for Mental Health Services, Inc. for August invoice for Drug Court
9. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$987.61 payable to Hazelden
10. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$1,533.75 payable to QLABS for August 2020 invoice
11. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$6,373.50 payable to Track Group for invoices for 10/2019-12/2019-5/2020 6/2020-7/2020-8/2020

Commissioner Foster seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

There were none.

LISA COPLEY, ACCOUNTANT

Ms. Copley appeared before the Commission to present the financial statements for Putnam County for the fiscal year ended June 30, 2020. Commissioner Skidmore made a motion to approve the financial statements as presented by Ms. Copley. Commissioner Foster seconded the motion. The motion carried unanimously.

BREAST CANCER AWARENESS PROCLAMATION

Commissioner Skidmore read aloud a Proclamation designating October 1, 2020 as Putnam County Breast Cancer Awareness Day in recognition of October being National Breast Cancer Awareness Month.

EXECUTIVE SESSION

At 5:43 p.m., Commissioner Skidmore made a motion to enter into executive session for board interviews with Travis Willard for Putnam County Boards. Commissioner Foster seconded the motion. The motion carried unanimously.

At 5:56 p.m., Commissioner Skidmore made a motion to enter back into regular session. Commissioner Foster seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Skidmore made a motion to appoint Travis Willard to serve on the Putnam County Parks and Recreation Board, effective September 24, 2020 with a term to expire on August 31, 2023. Commissioner Foster seconded the motion. The motion carried unanimously.

MELISSA SARGENT, SENIOR PLANNER

Commissioner Skidmore made a motion to combine rezoning requests 2020-02 and 2020-03 into one public hearing due to property ownership. Commissioner Foster seconded the motion. The motion carried unanimously.

Melissa Sargent presented the zoning amendment application submitted by G & G Investments, LLC for a rezoning rezone the 13.62 acre property located on Tax Map 213, Parcel 80, which is located off Erskine Lane in Scott Depot, WV 25560 from "C-2" High Density Commercial District to "I-1" Light Industrial District and the zoning amendment application submitted by Gary D. and Penny R. Young for a rezoning the 13.62 acre property located on Tax Map 213, Parcel 80, which is located off Erskine Lane in Scott Depot, WV 25560 from "C-2" High Density Commercial District to "I-1" Light Industrial District.

At 6:13 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 6:14 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: The rezonings would protect and promote the public health, safety, moral and general welfare and would be consistent in achieving the objectives of the adopted Comprehensive Plan, US 35 Corridor Management Plan, and the Teays Valley Land Use Plan because: 1.) "I-1" Light Industrial is a good land use that will help create jobs and stir the economy; 2.) Parcel 80 was previously zoned "I-1" Light Industrial; 3.) Approval of the amendments are a way to maximize potential revenue base within Putnam County; 4.) The amendments are an example of Putnam County having flexible zoning guidelines that respect property owners' rights as referenced under Goal #1 in the US 35 Corridor Management Plan; 5.) Putnam County has adopted reasonable and appropriate rules where residential and industrial properties abut; 6.) Application of reasonable, effective and adopted standards will assist to mitigate any potential impact of light industrial property development; 7.) The parcels are abutted by Interstate 64; 8.) Parcel 59.9 is abutted by TA Truck Stop; and 9.) The amendment will protect the residents' health, safety, and welfare in a manner which is equal to or more so than the "C-2" High Density Commercial District designation, these FINDINGS meet the intent, objectives and goals of those adopted Plans

Commissioner Skidmore made a motion to approve the zoning amendment application submitted by G & G Investments, LLC for a rezoning the 13.62 acre property located on Tax Map 213, Parcel 80, which is located off Erskine Lane in Scott Depot, WV 25560 from "C-2" High Density Commercial District to "I-1" Light Industrial District and the zoning amendment application submitted by Gary D. and Penny R. Young for a rezoning the 13.62 acre property located on Tax Map 213, Parcel 80, which is located off Erskine Lane in Scott Depot, WV 25560 from "C-2" High Density Commercial District to "I-1" Light Industrial District. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to allow the rezoning Order for tonight's decisions to be executed next week and prior to the first scheduled October County Commission meeting as long as the Order carries two live Commissioner signatures. Commissioner Foster seconded the motion. The motion carried unanimously.

TIMOTHY SMITH, PLANNING DIRECTOR

Commissioner Foster would like a study to determine how much land in Putnam County is affected by the floodplain. President Andes asked Mr. Smith to report back in December for an update on the progress of the study.

Commissioner Skidmore made a motion to approve and authorize the President to sign the Community Rating System Annual Recertification as presented by Mr. Smith. Commissioner Foster seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Commissioner Skidmore made a motion to approve and sign the letters prepared to Governor Justice, Senator Manchin, and Senator Capito regarding Rosehill Acres' Suddenlink service complaints. Commissioner Foster seconded the motion. The motion carried unanimously.

TIM HANNA, PROJECT COORDINATOR

Commissioner Skidmore made a motion to approve and authorize the President to sign the Courthouse Facilities Improvement Authority (CFIA) Grant Application as presented by Mr. Hanna. Commissioner Foster seconded the motion. The motion carried unanimously.

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

JEREMY YOUNG, COUNTY MANAGER

Commissioner Foster asked County Attorney Larry Frye if he needs to recuse himself before the decision. Larry Frye said he could stay for the bid opening, but would need to recuse himself for the vote.

County Manager Jeremy Young appeared before the Commission to present two (2) bids for the Parking Lot Improvement Project as follows: 1) WV Paving with a bid of \$358,057.35, alternate #1 7,200.00, alternate #2 \$13,098.00 with a total of \$378,355.35, 2) Mr. Asphalt with a bid of \$155,632.00, alternate #1 \$11,200.00, alternate #2 \$10,980.00 with a total of \$177,812.00.

Commissioner Foster recused himself.

Commissioner Skidmore made a motion to award the bid to Mr. Asphalt for the Parking Lot Improvement Project and have staff review their bid package to ensure everything is accurate. President Andes seconded the motion. The motion carried unanimously.

Commissioner Foster returned to the meeting.

Commissioner Skidmore made a motion to affirm the decision to approve the Storage Facility Project Addendum #4 with Burdette Realty Improvement Project 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: Darrell Clead Beller, Keith Ermine Davis, John Lewis Johnson, Sr., Kenneth Austin Jones, Sr., Robert Edward Martin, William H. McClanahan, Sr., Wilma D. McClanahan, Anna B. Myers, Betty S. Smith

Long Form Settlement: Lisa Annette White

An Order to disburse the sum of \$158.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order reopening the Estate of William Kenneth Priddy and appointing Jeffrey G. Priddy, Executor for the sole purpose of asbestosis litigation.

An Order reopening the Estate of Elizabeth Ann Priddy and appointing Jeffrey G. Priddy, Executor for the sole purpose of asbestosis litigation.

A Certificate of Completion for the Affidavit for Ancillary Administration of West Virginia Real Estate without Appointment for the Estate of Donald Robert Raber.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from September 4, 2020 through September 18, 2020.

Commissioner 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.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore made a motion to issue a check from the Putnam County Building Fund (#044-425-4-60.0) in the amount of \$5,900.00 payable to Burdette Realty Improvement, Inc. for invoice number 42449 towards the Putnam County Storage Facility Project 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 TIF Fund (273-430-5-66.0) in the amount of \$163,991.54 payable to WesBanco Bank, Inc. Trustee for August 2020 TIF Revenue (Acct #108507771 Revenue Fund) – Trustee is to issue debt service payments for Putnam Bonds 2017AB 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 (#001-809-5-66.0) in the amount of \$185,000.00 payable to Putnam County Building Commission Series B Bond Revenue Account, toward Waterworks Revenue Bond payments 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 Spay and Neuter Fund in the amount of \$107.00 payable to Help for Animals for services provided as presented by Mr. Hanna. Commissioner Foster seconded the motion. The motion carried unanimously.

ADJOURN

At 6:44 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 Thursday, October 15, 2020 at 8:30 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary