

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
October 29, 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 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 Skidmore made a motion to approve invoices as reflected in the 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 October 15, 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 implement a COVID TEST rate for EMS employees of \$25.00 an hour for COVID testing events only, effective October 1, 2020 as presented by the Commission Secretary
2. An Order to make a payroll change for Cheryl Whitt, Full-time, Telecommunicator, Department 712, \$15.50/hourly, effective October 18, 2020 as presented by the Commission Secretary
3. An Order to make a payroll change for Noah Alvis, Part-time to Full-time, Telecommunicator, Department 712, \$15.00/hourly, effective October 15, 2020 as presented by the Commission Secretary

4. An Order to add to payroll Jarrett Bailey, Full-time, Deputy, Department 700, \$14.63/hourly, effective November 2, 2020 as presented by the Commission Secretary
5. An Order to add to payroll Keegan Mullins, Full-time, Deputy, Department 700, \$14.63/hourly, effective November 2, 2020 as presented by the Commission Secretary
6. An Order to add to payroll James Chandler, Full-time, Deputy, Department 700, \$14.63/hourly, effective November 2, 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.

7. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$742.50 payable to Kimberly Sizemore for professional services rendered for October 2020
8. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$285.00 payable to Pretera Center for Mental Health Services, Inc. for September invoice
9. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$360.00 payable to QLABS for September 2020 invoice
10. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$783.00 payable to Track Group for September invoice

Commissioner Foster seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

There were none.

JEREMY YOUNG, COUNTY MANAGER, JIM NAGY, TERRADON CORPORATION, TERRY MARTIN, RIC

Commissioner Skidmore made a motion to approve the engineering contract with Terradon Corporation for up to \$100,000 for the planning and design of the Jim Ridge Phase II Waterline Extension Project as presented by Mr. Nagy. Commissioner Skidmore amended his motion to authorize the President to sign. Commissioner Foster seconded the motion. The motion carried unanimously.

VETERANS DAY APPRECIATION PROCLAMATION

Commissioner Skidmore read aloud a Proclamation designating the week of November 8, 2020 as Putnam County Veterans Appreciation Week to honor all veterans.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore made a motion to affirm the decision to approve Change Order #1 for the Parking Lot Improvement Project to add the paving of Sabre Road and authorize the President to sign 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: James Michael Adkins, James Hunter Alexander, Melvin Earnest Bailey, James Ray Cloxton, Brenda Kaye Hayson, Rosa Frances Hensley, Sharon Sue Moore, Brooks G. Raynes, Timothy Wayne Tipton, Sr., Rita Sharon Woodall, Charles David Wyant

Long Form Settlement: Carolyn Ann Baldwin

An Order to disburse the sum of \$139.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order reopening the Estate of Gregory Allen Lucas and appointing Gregory Allen Lucas, Jr., Executor for the sole purpose of wrongful death litigation.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from October 10, 2020 through October 23, 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 approve a budget revision for the Fiduciary Office Fund #411 for capital outlay equipment as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve a budget revision for the Sheriff's Department Fund #700 for maintenance building and grounds and professional services 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 (#024-430-5-68.0) in the amount of \$6,500.00 payable to the Putnam County Fair Board for reimbursement out of the Putnam County Recreation Enhancement Fund 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 (#024-430-5-67.0) in the amount of \$10,358.40 payable to the Town of Bancroft for reimbursement out of the Putnam County Recreation Enhancement Fund 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 (#001-401-2-24.0) in the amount of \$19,470.00 payable to the WV State Auditor's Office for the first half invoice for the FY2020 financial audit 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 (#001-401-2-20.0) in the amount of \$5,239.95 payable to The Hurricane Breeze for the legal advertisement of the FY2020 Financial Statements 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 \$150,823.50 payable to WesBanco Bank, Inc. Trustee for September 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 Putnam County Building Fund (#044-425-4-60.0) in the amount of \$88,431.09 payable to Burdette Realty Improvement, Inc. for invoice number 42500 towards the Putnam County Storage Facility Project as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

ADJOURN

At 6:18 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, November 10, 2020 at 9:00 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary