

APPROVED: _____

DATE: _____

MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
November 19, 2020

OPENING

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

Commissioners Ronald R. Foster and R. Andrew Skidmore were present and Stephen A. Andes participated by phone when the 5:30 p.m. meeting convened in the old courtroom by County Clerk Brian Wood. The Pledge of Allegiance followed.

APPOINTING PRESIDENT

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

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 \$9,553.50 for September 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 \$9,458.50 for October 2020 Optical and Dental Benefits

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

GENERAL BUSINESS

Commissioner Foster made a motion to approve the November 15, 2020 minutes. Commissioner Andes seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

Commissioner Foster made a motion to rescind the erroneous assessments that were approved on June 25, 2020 for Michael D. Jr. &/or Amy L. Barber, Lorene or Christopher Howard Cahill, and Mindy Fiori as presented. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to approve the Erroneous Assessments as presented:

IRA Innovations LLC, Putnam Co. Dev. Authority Inc., Mark A. Stutler, two for Phillip N. Casto, Derek W. Johnson, Stephanie R. Rummer, Ronald Higginbotham Jr., Hypar Machine Shop, Amanda R. or Keith Gibson

10 Erroneous Assessment were approved totaling \$13,349.90 in deduction of taxes.

Commissioner Andes seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

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

1. An Order to make a payroll change for Angela Wood, Full-time, Advanced Care Technician to Paramedic, Department 715, \$14.00/hourly, effective November 14, 2020 as presented by the Commission Secretary
2. An Order to add to payroll Jason Johns, Full-time, Mechanic, Department 717, \$12.05/hourly, effective November 16, 2020 as presented by the Commission Secretary
3. An Order to make a payroll change for Jacob Shirley, Full-time to Part-time, EMT, Department 715, \$10.00/hourly, effective November 21, 2020 as presented by the Commission Secretary
4. An Order to make a payroll change for Cory Claxson, Part-time to Full-time, EMT, Department 715, \$10.00/hourly, effective November 22, 2020 as presented by the Commission Secretary
5. An Order to delete from payroll Robert Smith, Full-Time, Home Confinement Supervisor, Department 705, effective November 30, 2020 as presented by the Commission Secretary

Commissioner Andes seconded the motion. The motion carried unanimously.

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

6. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$125.35 payable to Office Depot, Inc.
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$285.00 payable to Kimberly Sizemore for professional services rendered for October 2020

Commissioner Andes seconded the motion. The motion carried unanimously.

MIKE STUART, U.S. ATTORNEY

U.S. Attorney presented Detective Julie Leport, Corporal William (Billy) Seanze, Jr., Corporal John Hedrick, (Ret.) Detective Steve Hamrick, Deputy J. T. Veith, Corporal Jason Grimmett, Sergeant Mark Bledsoe, and with the U.S. Attorney's Awards for Excellence in Pursuit of Justice for their role in apprehending Conner Blevins. Mr. Blevins had communicated with two minors over Facebook. He later picked them up and took them to a hotel in Putnam County where he proceeded to record video with himself engaging in sexually explicit conduct with the minors.

SHERRY HAYES, ASSESSOR

Commissioner Foster made a motion to approve raises for department 406 employees as presented by Ms. Hayes. Commissioner Andes seconded the motion. Commissioner Foster amended his motion to approve a 2% raise effective July 1, 2020 for department 406. Commissioner Andes amended the motion that the 2% be given to the elected official for distribution. Commissioner Foster seconded the motion. The motion carried unanimously.

JOHN DEARNELL, EMS DIRECTOR

Commissioner Foster made a motion to award the EMS ambulance to Northwest Emergency Vehicles with a 60 day deadline and if they do not meet the deadline the price will be \$90,695.00 as presented by Mr. Dearnell. Commissioner Andes seconded the motion. The motion carried unanimously.

DREW DUNLAP, DIRECTOR OF PUTNAM COUNTY DEVELOPMENT AUTHORITY

After confirming with Drew Dunlap that the Finance or Fund Raising Committee has not tried to raise funds privately, Commissioner Foster made a motion to table the Resolution designating Putnam County Development Authority as the authorized development authority of Putnam County until the Commission meeting in December to allow time for further research. Commissioner Skidmore seconded the motion. Commissioner Andes voted nay. The motion carried.

TIMOTHY SMITH, DIRECTOR OF OFFICE OF PLANNING AND INFRASTRUCTURE

Following a review of the procedures for Dilapidated & Abandoned Enforcement Agency and their open cases, Commissioner Foster made a motion to proceed with the open cases without a blanket reset on cases dating back to 2019 if the requirements have been met. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to require the Planning Director to prepare complaints for the Commission to review. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to require the Planning Director to make a list of open cases where there has been sufficient progress by the property owners to close cases. Commissioner Andes seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Larry Zusman who resides in Shawnee Estates stated 153 Shawnee Estates has become progressively dilapidated. He filed a complaint with the Health Department who did a walk through and stated it is unlivable. Commissioners asked Larry Frye to determine the rights of DAEA for the inside structures.

Senator Jeffries said this is a problem across West Virginia and one of the properties on the slideshow was recently been brought to his attention. Senator Jeffries said to let him know if he can help from a legislative stand point.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Foster made a motion to authorize a State Budget Revision to provide \$50,000 to Expenditure 436 Rehabilitation of Property as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to not approve a change order to Mr. Asphalt Contract for repairs to the 911 Center parking lot and bid the project out in the spring as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

There were none.

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: Boyd Raymond Beller, Patricia A. Bennett, Frances Lee Samples Neff, Alfred Ross Runions, Nora Josephine Runions, William Ray Smith, Melvin Eugene Vaughn, Nancy Ruth White

Long Form Settlement: Larry Frederick Reese

An Order to disburse the sum of \$102.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order reopening the Estate of Luther Martin Hensley and appointing William Hensley as Administrator for the sole purpose of distributing the proceeds of litigation.

An Order admitting the Last Will and Testament of Dorothy Jean Angle and appointing Hope M. Siler as Administratrix CTA.

An Order admitting the Last Will and Testament of Gregory Clay Thornton and appointing Matthew C. Thornton as Executor.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from November 7, 2020 through November 13, 2020.

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

JEREMY YOUNG, COUNTY MANAGER

Commissioner Foster made a motion to approve a budget revision for the Planning Department Fund #439 for advertising as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the Putnam County Building Fund (#044-425-4-60.0) in the amount of \$15,500.00 payable to Mr. Asphalt, Inc. for work completed on the Putnam County Parking Lot Improvement Project as presented by Mr. Young. Commissioner Andes 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 \$92.00 payable to Help for Animals for services provided as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to issue a check from the General County Fund (#001-696-5-66.0) in the amount of \$325,695.78 payable to the Putnam County COVID-19 Grant Fund #206 representing reimbursement of September 2020 COVID-19 expenses from CARES as presented by Mr. Young. Commissioner Andes seconded the motion. The motion carried unanimously.

Commissioner Foster confirmed with Planning Director Timothy Smith and DAEA board member Marcie Kimberling that the Dilapidated & Abandoned Enforcement Agency will meet more often.

ADJOURN

At 7:03 p.m., having no further business, Commissioner Foster made a motion and Commissioner Andes seconded to adjourn the regular session of the County Commission until Wednesday, December 2, 2020 at 8:00 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary