

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
April 29, 2021**

OPENING

Commissioners C. Brian Ellis, 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

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

GENERAL BUSINESS

Commissioner Skidmore made a motion to approve the March 20, 2021 minutes. Commissioner Ellis 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 make a payroll change for John Swisher, Full-time, Planning and Development Engineer, Department 439, \$135,000.00/annually, effective May 17, 2021 as presented by the Commission Secretary
2. Engineering contract with Richard A. Boehm, P.E.

Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Skidmore made a motion to approve payment of invoices as presented. There were none. Commissioner Ellis 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: Vernon Eugene Hale, Dorothy Marie Kinder, Joan Alice Shamblin, Denver Ray Stone, Ronald Dennis Stowers, Rex Emory Thornton, Boyd Eugene Walker

Report and Notice of Fiduciary Supervisor on Order to Show Cause Against Delinquent or Unprogressed Estate (No Good Cause Shown):

Alice C. Adams, Carolyn Ann Bonnett, George W. Brown, Troy E. Brown, Susan Abigail Cobb, Retta Fjellman

An Order to disburse the sum of \$121.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order to reclose the Estate of Kathleen L. Morris.

An Order to reclose the Estate of Joel M. Woodrum.

An Order to reappoint Carolyn Sue Stanley as Executrix of the Estate of Charles Earnest Bird to complete the administration of the Estate.

An Order to approve the Annual Accounting Report of Beverly Hope Hinrichs for the Estate of Helen Beckett.

An Order to approve the Annual Accounting Report of Beverly Hope Hinrichs for the Estate of Billy Ray Beckett.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from March 6, 2021 through March 19, 2021.

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

EXECUTIVE SESSION

At 5:32 p.m., Commissioner Skidmore made a motion to enter into executive session for board interviews with Nathan Clendenin, Kathy Hess, Heather Davis, and Jacob Pack. Commissioner Ellis seconded the motion. The motion carried unanimously.

At 6:25 p.m., Commissioner Skidmore made a motion to enter back into regular session. Commissioner Ellis seconded the motion. The motion carried unanimously.

TINA PECK, PLANNER

Tina Peck presented the rezoning application submitted by Timothy Spradling for Rezoning for properties located on Tax Map 222, Parcels 40.4 and 41; and Tax Map 222G, Parcel 139 to rezone from "R-1" Single-Family Residential to "C-1" Suburban Commercial. The properties are

located at 1006 and 1012 Mt. Vernon Road, Hurricane, WV. In reviewing the packet information, the Office of Planning and Infrastructure discovered potential issues and new facts. The parcels listed on Tax Map 222, Parcels 40.4 and 41 have been merged to Tax Map 222, Parcel 41, therefore the survey plat provided by the applicant is inaccurate. The address on the application is 1006 and 1012 Mount Vernon Road, but on the disclosure statement the address is 2006 and 2012 Mount Vernon Road. The description in the deed for Tax Map 222G, Parcel 139 is for the original piece of property; however, there have been three lots sold.

Commissioner Ellis made a motion to table the rezoning for properties located on Tax Map 222, Parcels 40.4 and 41; and Tax Map 222G, Parcel 139 to rezone from "R-1" Single-Family Residential to "C-1" Suburban Commercial. The motion died for a lack of a second.

Mr. Timothy Spradling withdrew his application and will reapply.

President Foster made a motion to waive the application fee for Mr. Spradling to reapply for the rezoning of the property located at 2006 and 2012 Mount Vernon Road. Commissioner Ellis seconded the motion. Commissioner Skidmore voted nay. The motion carried.

BEN GOFF, WVU EXTENSION

Ben Goff is the Agriculture and Natural Resource Agent for Putnam and Mason County and as of April 6, 2021 the Program Coordinator for WVU Extension. Mr. Goff provided an update on WVU Extension programs including STEM, 4-H, Agriculture Natural Resource Program, and Family Health Programs and requested the Commissioners to restore funding for fiscal year 2021-22. Mr. Goff will provide quarterly updates to the Commission.

Leanne Call, Jim Withrow, Barbara Black spoke favorably on behalf of the WVU Extension and their programs.

President Foster would like them to set goals and to provide quarterly reporting on their progress.

LARRY FRYE, COUNTY ATTORNEY

Mrs. Penni Davis along with three neighbors applied for the Hazard Mitigation Program at the same time. The three neighbors were included, but she was informed her application would be processed separately. Mrs. Davis said her home flooded again and she asked the Commission to approve her Hazard Mitigation Program request.

Commissioner Skidmore made a motion to approve the Hazard Mitigation Program request to purchase property located at 6321 Poca River Road South in Poca. Commissioner Ellis seconded the motion. President Foster clarified that this is the last time that Putnam County will apply for this Hazard Mitigation Program. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore recused himself.

Chief John Smoot explained they would respond to EMS calls for the same areas they respond to fires. Frank Chapman reviewed the requirements for their system and said it would take approximately three months for 911 to be ready.

Commissioner Ellis made a motion to contract EMS Services to the City of Hurricane and Teays Valley Fire Department as presented by Mr. Smoot. President Foster seconded the motion with the caveat that Commissioner Ellis amended his motion. Commissioner Ellis amended his motion to contract EMS Services to the City of Hurricane and Teays Valley Fire Department beginning August 1, 2021. President Foster seconded the motion. The motion carried unanimously.

Commissioner Skidmore returned to the meeting.

APPOINTING PRESIDENT

President Foster recused himself.

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

Commissioner Ellis made a motion to award the bid for an emergency repair to a failing culvert near Lake Chadesa to Benchmark. Commissioner Skidmore seconded the motion. The motion carried unanimously.

President Foster returned to the meeting.

Commissioner Skidmore made a motion for Commissioner Foster to resume his responsibilities as President. Commissioner Ellis seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore made a motion to approve the engineering agreement with S&S Engineers, Inc. to design a Fiberoptic Broadband System as presented by Mr. Young. Commissioner Ellis seconded the motion. Commissioner Skidmore amended his motion to authorize the President to sign. Commissioner Ellis seconded the motion. The motion carried unanimously.

BOARD APPOINTMENTS

Commissioner Skidmore made a motion to appoint Cody Smoot to serve on the Putnam County Fire Service Board, effective April 29, 2021 with a term to expire on June 30, 2022. Commissioner Ellis seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore made a motion to issue a check from the Spay and Neuter Fund in the amount of \$126.00 payable to Good Shepherd Veterinary Hospital for services provided as

presented by Mr. Young. Commissioner Ellis 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 second half invoice for the FY2020 financial audit as presented by Mr. Young. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioners requested letters be prepared on behalf of Deerfield Estates to WV American Water Company and Public Service Commission for them to provide water to the subdivision.

PUBLIC COMMENT

There were none.

ADJOURN

At 8:27 p.m., having no further business, Commissioner Skidmore made a motion and Commissioner Ellis seconded to adjourn the regular session of the County Commission until Tuesday, May 11, 2021 at 9:00 a.m.

Respectfully submitted,

Marcie Kimberling
Secretary