

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
August 10, 2021**

OPENING

Commissioners C. Brian Ellis was present and Commissioner Skidmore by phone when the 9:00 a.m. meeting convened in the old courtroom by County Clerk Brian Wood. The Pledge of Allegiance followed.

APPOINTING PRESIDENT

Commissioner Skidmore made a motion to appoint Commissioner Ellis as acting President. Commissioner Ellis 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

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 Ellis made a motion to approve the July 29, 2021 minutes. Commissioner Skidmore seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

Commissioner Skidmore made a motion to deny the Erroneous Assessment for Amanda L. Chesson et al as presented. Commissioner Ellis seconded the motion. The motion carried unanimously.

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

Ocia J. &/or Daniel W. Davis, Larry &/or Susan &/or Sarah Balderson, David M. Sr. &/or Stephanie Alford, Glen E. &/or Melissa (Missy) Bowles, S. Todd &/or Phaedra Burke, Paul G. Caruthers, Morgan A. Cobb, Parker Craigo et ux, Robert T. Eskew, Jamie R. (Williams) Fouty, three for Justin B. Fugate, Tina M. (McCallister) Glenn, four for Delmer J. Hill, James W. Hopkins Jr., Keith E. Jividen, Richard E. &/or Ruth Ann King, two for Richard E. &/or Ruth Ann King, three for Lagniappe LLC, Christopher &/or Malicy (Black) Luckett, Michael David Marshall et ux, Sherry L. McNeal, Guy W. Mick III, Amanda or Joshua Perry, Pixels to Portraits LLC, Putnam County

EMS, Kathy L. &/or Harold Gene Jr. Roberts, Mary D. Rose, Roy Rust, Jimmy Lee &/or James Hamilton Stephenson, Trans Lease Inc., Mark A. Wayt et ux, Brett &/or Tammy R. Williams, Michael Young

42 Erroneous Assessment were approved totaling \$10,826.29 in deduction of taxes.

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 delete from payroll Rebecca McFarland, Part-Time, Kennel Tech/Office Assistant, Department 716, effective June 28, 2021 as presented by the Commission Secretary
2. An Order to make a payroll change for Cory Champlin, Full-time, Assistant Supervisor to Supervisor, Department 715, \$15.00/hourly, effective August 1, 2021 as presented by the Commission Secretary
3. An Order to make a payroll change for Brian Phillips, Full-time, Assistant Supervisor to Supervisor, Department 715, \$15.00/hourly, effective August 1, 2021 as presented by the Commission Secretary
4. An Order to make a payroll change for Mary Jo Woodford, Full-time, Paramedic to Assistant Supervisor, Department 715, \$14.75/hourly, effective August 1, 2021 as presented by the Commission Secretary
5. An Order to make a payroll change for Trevor Hensley, Full-time, Paramedic to Assistant Supervisor, Department 715, \$14.75/hourly, effective August 1, 2021 as presented by the Commission Secretary
6. An Order to delete from payroll John Walls, Full-Time, Paramedic, Department 715, effective August 5, 2021 as presented by the Commission Secretary
7. An Order to delete from payroll Cory Claxon, Full-Time, EMT, Department 715, effective August 5, 2021 as presented by the Commission Secretary
8. An Order to delete from payroll Amber Blake, Part-Time, EMT, Department 715, effective August 13, 2021 as presented by the Commission Secretary
9. An Order to make a payroll change for Cheryl Whitt, Full-time to Part-time, Telecommunicator, Department 712, \$15.50/hourly, effective August 15, 2021 as presented by the Commission Secretary

10. An Order to make a payroll change for Jennifer Cornwell, Part-time to Full-time, Telecommunicator, Department 712, \$15.50/hourly, effective August 15, 2021 as presented by the Commission Secretary
11. An Order to add to payroll Breanna Meade, Part-time, Kennel Tech/Office Assistant, Department 716, \$9.25/hourly, effective August 11, 2021 as presented by the Commission Secretary

Commissioner Ellis seconded the motion. The motion carried unanimously.

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

12. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$660.00 payable to Chris Moles for professional services rendered for July 2021 SAFE and BIPP invoices
13. An Order to issue a check from the Putnam County Community Criminal Justice Fund in the amount of \$1,455.00 payable to Kimberly Sizemore for professional services rendered for July 2021 SAFE and BIPP invoices

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: Claris Ann Baum Baer, Hurshel Dale Boggs, Sammie Kelly Caldwell, Evelyn Euldean Craigo, Alma Jean Fletcher, Truman Oliver Garrison, Beryl Hearnshaw, Shawn Anthony Johnson, Timothy Wayne Searls, Alice Mae Smith, James D. Smith, Gladys Marie Spaulding, Wanda Jean Sydenstricker

Long Form Settlements: Wilma Irene Bird, Betty Jean Hammack

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

Mary Evelyn Bailey, Vinson Bailey, Ray Bruce Baker, Jacob Dwayne Ball, Isreal Michael Ford, Beatrice Arlene Jividen, Harold Lee Sturgeon

An Order to disburse the sum of \$80.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees.

An Order to disburse the sum of \$181.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements.

An Order to reopen the Estate of Clifford Horton Hunt and appoint Bruce E. Hunt, Executor for the sole purpose of asbestosis litigation.

An Order of "Estate Listing" of Actions of Fiduciary Supervisor from July 24, 2021 through August 6, 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.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Skidmore made a motion to issue a check from the Putnam County American Rescue Plan Fund (#207-424-2-23.0) in the amount of \$175,000.00 payable to S & S Engineers, Inc. for work completed on the Putnam County Fiber Optic Broadband Project as presented by Mr. Young. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the General School Fund (#004-415-2-24.0) in the amount of \$14,560.00 payable to WV State Auditor's Office for the Magistrate Court 2019 agreed-upon procedures audit costs as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to transfer from the General County Fund (#001-425-5-66.0) in the amount of \$8,358.00 payable to the Putnam County Employee Benefit Fund representing plan administration fees for Benefit Assistance Corporation for FY2021 as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Water and Sewer Fund (#045-809-5-66) in the amount of \$6,750.00 (invoice #36300) payable to Terradon Corporation for engineering services for the Jim Ridge Phase II Water Main Extension Project as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to pay all full-time employees scheduled to work between 8:00am to 11:00am on August 4, 2021 their regular rate of pay due to a power outage causing closing of the courthouse as presented by Mr. Young. Commissioner Skidmore seconded the motion. The motion carried unanimously.

FINANCIAL UPDATES

The County Commission and County Manager Jeremy Young held financial update for Putnam County Parks & Recreation with Justin Williams.

Commissioner Foster arrived at the meeting.

Commissioner Skidmore exited the meeting by phone.

APPOINTING PRESIDENT

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

PROCLAMATION

President Foster read the proclamation recognizing Lee's Studio of Dance for winning the World Championship for *I'm a Believer* from Shrek the Musical for their musical theater dances and won 4th place over all for their production dances for *Night at the Museum* at the World Dance Championship and declared August 15, 2021 as Lee's Studio of Dance Day.

FINANCIAL UPDATES

The County Commission and County Manager Jeremy Young held financial update for Putnam County Libraries with Megan Tarbett.

DAVID MATTOCKS

David Mattocks gave an update on events at the Putnam County Homecoming on September 11-12, 2021.

Commissioner Ellis made a motion to provide funding to the Putnam County Homecoming for portable restrooms and power cords. Commissioner Foster seconded the motion. The motion carried unanimously.

FINANCIAL UPDATES

The County Commission and County Manager Jeremy Young held financial updates for Putnam County Convention and Visitors Bureau, Putnam County Development Authority, and Putnam County Day Report.

PUBLIC COMMENT

Ronnie Lovejoy introduced himself as the new Fiberoptic Director. Mr. Lovejoy said they are in the engineer phase of the Fiberoptic Project, and the funding is for underserved areas which will include Hurricane Creek and Teays Valley Road.

TRICK OR TREAT

Commissioner Ellis made a motion to designate Saturday, October 30, 2021 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.

ADJOURN

At 10:13 a.m., having no further business, Commissioner Foster made a motion and Commissioner Ellis seconded to adjourn the regular session of the County Commission until Thursday, August 26, 2021 at 5:30 p.m.

Respectfully submitted,

Marcie Kimberling
Secretary