

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
July 12, 2022**

OPENING

Commissioners C. Brian Ellis, Ronald R. Foster, and R. Andrew Skidmore were present when the 9:00 a.m. meeting convened in the old courtroom. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

1. Edit registers and checks

Commissioner Ellis made a motion to approve invoices as reflected in the edit registers. Commissioner Foster seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Ellis made a motion to approve the June 30, 2022 minutes. Commissioner Foster seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

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

Two for David C. & or Summer Bailey, Jeremey Bias, Larry & or Carla Campbell, Kelly B. & or Joshua E. Donahue, James E. & or Dorothy Holmes, Robin Kiriluk, Two for Mountaineer Engineering & Transportation Solutions INC., Eileen M. McBride, Curtis W. Reedy, Misty D. or Justin L. Riddle, Christopher C. & or Kendra A. Sullivan Scott, Two for Eric or Dorothy Stueber, Raven R. Withrow

16 Erroneous Assessment were approved totaling \$6,220.30 in deduction of taxes.

Commissioner Foster seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

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

1. An Order to make a payroll change for Hunter J. Shockey, Part-time, Intern, Department 405, \$15.00/hourly, effective June 27, 2022 as presented by the Commission Secretary
2. An Order to delete from payroll Chris Bailey, Full-time, Supervisor, Department 715, effective July 1, 2022 as presented by the Commission Secretary

3. An Order to make a payroll change for Alex Jividen, Full-time, Supervisor, Department 715, \$16.20/hourly, effective July 1, 2022 as presented by the Commission Secretary

Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve payment of invoices and orders as presented.

1. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,190.00 payable to Henning Counseling and Consultation, LLC (July invoice 7/5/22 – 7/7/22)
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$690.00 payable to Chris Moles (June invoice)
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,552.50 payable to Kimberly Sizemore (June invoice)

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: Joshua Ladale Akers, Ursel Genial Ball, Charles Robert Cole, Richard Lee Crowder, Reba Drexel Gibson, Bobby Eugene Kelly, Nancy Carolyn Smith Kelly, Kenneth Leroy Lutts, Janice Ruth Neal, Charles Leonard Parsons, Patricia Ann Sigman, Allie Josephine Trent

Long Form Settlements: Lewis Preston Crouch, Kenneth Paul Gould, John Edgar Nance

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

Betty Lou Anders, Julia Elizabeth Armstrong, Samuel Tyler Bennett, William Smith Reveal, Randall Eugene Shilling, Larry Bruce Slater

An Order to disburse the sum of \$100.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fee

An Order to disburse the sum of \$204.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

A General Order to Show Cause for the Estates of Ronald Jessie Bird; James Franklin Blake, Sr.; Benjamin Fretwell Bleckley, Jr.; Reinhold George Bock; Bobby Lee Bonnett, Sr.; Justin Lee Brafford; William Alexander Byus, III; and John A. Grandbouche

An Order approving the Partial Settlement Report of Beverly Hope Heinrichs, Executrix of the Estate of Billy R. Beckett

An Order approving the Partial Settlement Report Beverly Hope Heinrichs, Executrix of the Estate of Helen Louise Beckett

An Order reopening the Estate of Naomi Alice Bailey and appointing Dawn King-Hull, Administratrix CTA for the sole purpose of following the revisions of the will to sell real estate

An Order of "Appointment List" of Actions of Fiduciary Supervisor from June 25, 2022 through July 8, 2022

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

PUBLIC COMMENT

Tim Sayre from WVU Extension came to give a brief update.

EXECUTIVE SESSION

At 9:05 a.m. Commissioner Ellis made a motion to enter into executive session for board interview with Brian Sigman. Commissioner Foster seconded the motion. The motion carried unanimously.

At 9:18 a.m., Commissioner Ellis made a motion to enter back into regular session. Commissioner Foster seconded the motion. The motion carried unanimously

MIKYLE WHITE, OES/911 DIRECTOR

Commissioner Ellis made a motion to approve and authorize the President to sign Memorandum of Understanding between the Putnam County Commission and The State of West Virginia's Emergency Management Division for use of West Virginia's Statewide Interoperable Radio Network (SIRN) as presented by Mr. White. Commissioner Foster seconded the motion. The motion carried unanimously

Commissioner Ellis made a motion to approve and authorize the President to sign the Resolution to Become a Participating Employer of the West Virginia Emergency Medical Services Retirement System (EMSRS) as presented by Mr. White. Commissioner Foster seconded the motion. Commissioner Ellis amended his motion to approve and authorize the County Clerk to sign. Commissioner Foster seconded the motion. The motion carried unanimously

DAVID COLL, DIRECTOR OF PLANNING & INFRASTRUCTURE

Commissioner Foster took the Engineering Services Contracts for the Office of Planning and Infrastructure off the table. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Foster made a motion to approve the Engineering Services Contracts for the Office of Planning and Infrastructure. Commissioner Ellis seconded the motion. The motion carried unanimously.

RICH PULLIN, PUTNAM COUNTY FIRE BOARD ADMINISTRATOR

Commissioner Ellis made a motion to Place the Fire and EMS Excess Levy on the November 8th General Election Ballot. Commissioner Foster because the Statute says “we shall” then I second the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

The Commissioners acknowledged an affidavit in Civil Case No. CC-40-2-22-P-81 currently pending before the Circuit court of Putnam County, West Virginia.

TIM HANNA, PROJECT COORDINATOR

Commissioner Ellis made a motion to approve the President to sign the FY 22 VAWA Grant Contract. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the President to sign the Edward Byrne Memorial JAG Grant Application. Commissioner Foster seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to approve the President to sign the State Budget Revision #1 – Coal Severance. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Affirmation of Decision to approve Change Order #1 to Swope Construction for \$4,761.00. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the TIF Fund (273-430-5-66.0) in the amount of \$3,109.65 payable to WesBanco Bank, INC as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the General County Fund (001-425-5-66.0) in the amount of \$125,000.00 payable to Putnam County Employee Benefits Fund as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Magistrate Court Fund to the General County Fund in the amount of \$18,146.37 as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Putnam County American Rescue Plan Fund (#207-435-3-41.0) in the amount of \$1,530,711.00 payable to Alpha Technologies, Inc. as presented by Mr. Young. Commissioner Foster seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Commissioner Ellis made a motion to sign the order to enact the Putnam County Ordinance for the Elimination of Hazards to Public Health and Safety. Commissioner Foster seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Ellis made a motion to appoint Brian Sigman to serve on the Putnam County Solid Waste Authority Board, effective July 12, 2022 with a term to expire on June 30, 2025. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to appoint Larry Zuspan to serve on the Putnam County E-911 Advisory Board, effective June 30, 2022 with a term to expire on June 30, 2025. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to appoint Sergeant Eric McClung to serve on the Putnam County E-911 Advisory Board, effective June 30, 2022 with a term to expire on June 30, 2025. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to appoint Cody Smoot to serve on the Putnam County Fire Service Board, effective June 30, 2022 with a term to expire on June 30, 2025. Commissioner Foster seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to appoint Meghan Hutchinson to serve on the Putnam County Fire Service Board effective June 30, 2022 with a term to expire on June 30, 2025. Commissioner Foster seconded the motion. The motion carried unanimously.

ADJOURN

At 10:06 a.m., having no further business, Commissioner Ellis made a motion and Commissioner Foster seconded to adjourn the regular session of the County Commission until Thursday, July 28, 2022 at 5:30 p.m.

Respectfully submitted,

Melissa Smith
Secretary