

**Morgan County Commission Meeting
August 6, 2015**

Members present:

President Bradley Close
Commissioner Robert Ford
Commissioner Joel Tuttle

Also Present:

Ginger Johnson, Commission Secretary; Lori Kiley; Thomas Kiley; Ron Martin; Zac Caldwell; Kate Shunney, Morgan Messenger; Steve Hiner; Tim Machado & Justin Nester, Design Concepts; Mike Hofe; Scott Crunkleton; Trish Strader; Kevin Duckwall; Mike Jenkins; Renea Stansbury; Christy Duckwall and Betty Mason

The meeting was opened at 9:30 a.m. by Debra Kesecker, Honorable County Clerk

Administration Items

Lease Agreement for Parking Lot at BB&T for Courthouse Parking

On a Joel Tuttle/Bob Ford motion, the County Commission approved and signed the annual lease agreement for the parking lot next to the BB&T lot for courthouse employee and customer parking. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Court Order to appoint Matthew Grimley to the Fire Board

On a Bob Ford/Joel Tuttle motion, the County Commission hereby appoints Matthew Grimley to the Morgan County Fire Board to serve as a representative for the Great Cacapon Volunteer Fire Company. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Approval to hire Emergency Telecommunicators (911 Dispatchers)

On a Bob Ford/Joel Tuttle motion, the County Commission approves the hiring of Ms. Hailey Hiatt and Mr. Christopher Sipe as part time 911 Dispatchers and the hiring of Mr. Tyler Bradley as a full time 911 Dispatcher. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Letter requesting use of Courthouse back parking lot for Apple Butter Festival

The County Commission sent a letter requesting permission to allow the Cub Scouts Pack 12 to utilize the parking area behind the courthouse during the weekend of the 2015 Apple Butter Festival (October 10 & 11) for a fundraiser.

Resolution for the Court Security Fund Grant Program- \$24,854

On a Bob Ford/Joel Tuttle motion, the County Commission authorizes Bradley J. Close, President of Morgan County Commission to act on its behalf to enter into a contractual agreement with the Division of Justice and Community Services to receive and administer

**Morgan County Commission Meeting
8/06/2015**

grant funds pursuant to provisions of the Court Security Fund Grant Program. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Commlink Invoice

On a Bob Ford/Joel Tuttle motion, the County Commission approves the invoice from Commlink in the amount of \$2335.50 for a one year maintenance agreement for the telephone/voice mail system at the courthouse. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Assessor's Exonerations

Commissioner Ford recused himself from the Ford exonerations.

On a Brad Close/Joel Tuttle motion, the County Commission approved the exonerations from the Assessor's Office due to clerical errors. President Close voted yea and Commissioner Tuttle voted yea. Motion carried.

Action Items

Loan RFP (Request for Proposal)

On a Joel Tuttle/Bob Ford motion, the County Commission approves to advertise and request Qualification and Price Proposals from interested parties for construction and permanent financing for the Pines Opportunity renovations to be completed at the Pines Opportunity Center, 109 War Memorial Drive, Berkeley Springs, WV. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Open bids for Roof project at the Pines Opportunity Center

Vince Cichocki, Facilities Director, along with Tim Machado, Architect for the Pines Opportunity Center and Justin Nester, Design Concepts, approached the Commission and opened the sealed bids for the roofing project at the Pines Opportunity Center.

The bids were as follows:

Tri State Roofing- Base Bid- \$398,060

Reliance Roofing & Water Corporation- Base Bid- \$396,800

The bids will be reviewed and Mr. Cichocki will follow up with the Commission.

Discussion regarding Paw Paw Towers & Lease Agreements

Mike Hofe- CIG Towers/Liberty Towers

Mr. Mike Hofe approached the Commission and explained that CIG/Liberty Towers plans to get US Cellular equipment to go on the tower providing cellular service for the town of Paw Paw, WV. Commissioner Ford stated that there is confusion regarding whether or not the tower company and the county have both leased the same land from Mr. Donald Largent. Mr. Hofe stated that the tower company has its own agreement with Mr. Largent. Mr. Hofe stated that he has not found an official record of the lease agreement with the county filed in the courthouse. President Close suggested the County Clerk research and see if there were any payments toward the lease from the county and then decide how to terminate the lease if needed. The Commission thanked Mr. Hofe for his time.

Morgan County Commission Meeting

8/06/2015

Discussion & possible approval for US Cellular Tower & Ground Space Agreement

Commissioner Ford explained that US Cellular is seeking space on the Berkeley Springs Tower located up by the old hospital site and has agreed to pay \$1500 per month to the county to place their equipment there. Commissioner Ford also stated that the wireless company is willing to lease ground space from the county to build their own tower if there isn't room for their equipment on the existing tower. Commissioner Ford asked the Commission to review the proposed lease and possibly approve it at a later meeting.

Sign contract for 28 North Washington Street Property

On a Brad Close/Joel Tuttle motion, the County Commission went into executive session at 11:50 am to discuss the real estate property purchase of 28 North Washington Street. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

On a Joel Tuttle/Bob Ford motion, the County Commission came out of executive session and reconvened into regular session at 12:04 pm. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

On a Bob Ford/Joel Tuttle motion, the County Commission approves its President, Bradley J. Close to enter into a contractual agreement as soon as revision #13 regarding tearing the building down is complete. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Discussion regarding WSPSD (Warm Springs Public Service District) & utilization of Tower equipment

Scott Crunkleton, Manager, Warm Springs Public Service District, approached the Commission to request utilization of the Berkeley Springs Tower. Mr. Crunkleton explained that the WSPSD would like to install a VHF radio coupler on the Berkeley Springs Tower to allow the utility to monitor public sewer system operations in Berkeley Springs and Great Cacapon. Mr. Crunkleton stated that the utility will pay for the equipment and installation and he estimates the cost will be \$6000. Mr. Crunkleton explained that under the agreement, the county will have access to two additional VHF channels for 911 communications. Commissioner Ford suggested the county draft a Memorandum of Understanding for the WSPSD to use the communication tower. On a Bob Ford/Joel Tuttle motion, the County Commission approves the installation of VHF radio and coupler on the Berkeley Springs Tower with the Memorandum of Understanding and the county accessing the two additional channels. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Approval of proposal for Air Conditioning unit for Starting Points at the Community Center

Vince Cichocki, Facilities Director, approached the Commission and explained that the heat/air conditioning unit at Starting Points, located in the Community Center building has failed and is no longer working. Mr. Cichocki stated that the system is 20 years old and cannot be repaired. Mr. Cichocki presented a proposal for a new heat pump system to the Commission for approval. The Commission suggested Mr. Cichocki get a second quote for

**Morgan County Commission Meeting
8/06/2015**

comparison. The Commission also suggests the County Administrator discuss the option of reimbursement with Starting Points. On a Joel Tuttle/Bob Ford motion, the County Commission approves Mr. Cichocki getting a second proposal and selecting the lowest one and having the County Administrator seek reimbursement. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

Informational meeting with State EMS (Emergency Medical Services) Director's Office

The County Commission participated in an informational meeting with Jimmy Sadler, from the WV Emergency Medical Services office. Mr. Sadler explained the steps that are required for the EMS board to follow in order to get mutual aid boundaries, fees and contracts in place. Mr. Sadler explained mutual aid agreements, obligations and the progress from there. The group participated in discussions regarding neighboring counties and states participating in mutual aid agreements and the services provided for the citizens. The Commission thanked Mr. Sadler for his time.

Consent Agenda

Commissioner Ford recused himself from the motion.

On a Brad Close/Joel Tuttle motion, the County Commission approves the consent agenda. President Close voted yea and Commissioner Tuttle voted yea. Motion carried.