

**Morgan County Commission Meeting  
November 5, 2015**

**Members present:**

President Bradley Close  
Commissioner Robert Ford  
Commissioner Joel Tuttle

**Also Present:**

Jody McClintock, County Administrator; Ginger Johnson, Commission Secretary; Kate Shunney; Ron Martin; Barb Wolfe; Lori Kiley; Audrey Morris; Bridget Cohee, Steptoe & Johnson; Zachary Caldwell; Susan Webster; Stephanie Rebant and Trish Strader

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

**Administration Items**

**Approval of meeting minutes**

On a Bob Ford/Joel Tuttle motion, the County Commission approves the meeting minutes from the October 15 & October 21, 2015 County Commission meeting. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

**Sheriff's Department- Approval of hire for Bailiff**

On a Joel Tuttle/Bob Ford motion, the County Commission approves the hiring of A.T. Peer for the position of part time bailiff to replace the resignation of Lisa Parker. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

**Economic Development Authority (EDA) appointment from Town of Bath**

The Town of Bath presented three recommendations to the Commission. The recommendations were Larry Omps, Elaine Parks and Peace White. On a Bob Ford/Brad Close motion, the County Commission appoints Larry Omps to represent the Town of Bath on the EDA Board for a three year term. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

**Reports**

**Audrey Morris, Starting Points- Proclamation for National Hunger Week**

Audrey Morris approached the Commission in support of National Hunger and Homelessness Awareness Week. Ms. Morris explained that each year the National Coalition for the Homeless and the National Student Campaign against Hunger and Homelessness designate the week prior to Thanksgiving to sponsor the National Hunger and Homelessness Awareness week. Ms. Morris stated that an Empty Bowls event is held to raise awareness and money for the Meal Time Community Kitchen at Starting Points. The event is scheduled for November 20, from 5-7 pm and is held at the Berkeley Springs High School. Ms. Morris also presented a handout of information on ways to support the Meal

Time Community Kitchen. The Commission thanked Ms. Morris for her continued work and help with the community.

### **Action Items**

#### **Estate of Betty Young**

The Estate of Betty Young has been postponed until December 17, 2015.

#### **Bridget Cohee, Steptoe & Johnson- Update on legal matters**

Bridget Cohee, Steptoe & Johnson LLP approached the Commission to give an update on pending legal matters. On a Joel Tuttle/Bob Ford motion, the County Commission went into executive session at 10:15 am for an update on legal matters. 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 came out of executive session at 10:35 am and reconvened into regular session. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

#### **Approval of cameras on Communication Tower Sites**

Commissioner Ford explained that the county has communication sites that are Homeland Security Sites and there is grant funding available to purchase cameras to help monitor and protect the sites. Commissioner Ford stated that in the past there has been equipment stolen from tower sites. Commissioner Ford stated that there are three Homeland Security Communication Sites in the county that he would like to install security cameras on. On a Brad Close/Joel Tuttle motion, the County Commission contingent upon the grant modification, accepts the request to install security cameras on the Homeland Security Tower Sites and approves using the funds from the grant and an additional \$3900 out of the 911 fund. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

#### **Approval of Retiree Health Policy**

President Close explained that since the County has switched health insurance to PEIA (WV Public Employees Insurance Agency), employees become eligible for retired health insurance through PEIA, therefore making the current county Retiree Health Policy null and void. President Close also explained that since there are currently county retirees under Blue Cross Blue Shield for supplement insurance, the county is responsible for obtaining annual actuarial reports costing \$1800, should the county switch the retirees to PEIA insurance, the actuarial reports will no longer be needed. On a Bob Ford/Joel Tuttle motion, the County Commission approves switching the retirees supplement health insurance from Blue Cross Blue Shield to PEIA stopping the annual actuarial reports. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

#### **Approval of Morgan County Employee Guidelines Handbook**

The County Commission reviewed the Employee Handbook and suggested a few amendments. On a Brad Close/Joel Tuttle motion, the County Commission tabled the approval of the Morgan County Employee Guidelines Handbook until the November 19,

2015 Commission meeting. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

**Discussion & Possible Decision regarding Water Tank Project at 522 Business Park**

In 2013, the County Commission approved a binding loan through the WV Infrastructure and Jobs Development Council to the Morgan County Economic Development Authority to finance the improvement of the water storage and treatment system at the Morgan County Industrial Park. Betsy Heath, EDA Director, approached the Commission to discuss the water tank project. Ms. Heath explained that the contractor is completing items getting the project closer to closing. Ms. Heath stated that the application for the loan expires December 31, 2015 but the state has encouraged a 180 day extension. Ms. Heath explained that once the project is completed, the EDA will close on a loan with the Infrastructure Jobs & Development Council. The County Commission thanked Ms. Heath for her time and update.

**Discussion regarding County/EDA Responsibilities**

The County Commission will have a work session at the next Commission meeting on November 19, 2015 regarding the county and EDA responsibilities.

**Discussion & approval process for Hotel/Motel Tax Investigation**

The County Commission reviewed the new Morgan County Hotel/Motel Occupancy Tax Return forms. Stephanie Rebant, Vice President, Berkeley Springs Cottage Rentals presented a letter of objection to the new proposed forms to the Commission. Ms. Rebant stated that the forms are creating a lot of additional paperwork and are unfair for her industry. President Close and Ms. Rebant agreed to meet and review the forms and discuss her concerns.

**Plan of enforcement**

Ronnie McIntire, Assessor, approached the Commission to discuss reasonable conclusions to enforce the current laws to make sure rental property owners are all paying correctly and fairly. On a Bob Ford/Joel Tuttle motion, the County Commission approves Bob Ratcliff, Assessor's Data Collector, to work an additional 8 hours of overtime a week for the period of 4 weeks to investigate rental properties to make sure they are paying correctly. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

**Discussion regarding Deputy Office of Homeland Security Emergency Management (possible executive session)**

On a Joel Tuttle/Bob Ford motion, the County Commission made a motion to go into executive session at 12:13 pm. 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 2:10 pm. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

No decision was made.

**Consent Agenda**

On a Joel Tuttle/Bob Ford motion, the County Commission made a motion to approve the consent agenda. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

**Recess**

On a Joel Tuttle/Bob Ford motion, the County Commission made a motion to recess the meeting. President Close voted yea, Commissioner Ford voted yea and Commissioner Tuttle voted yea. Motion carried.

# Morgan County Commission

## MEETING SIGN-IN SHEET

DATE: NOV 5				Sheet:	Of:
NO.	NAME	REPRESENTING	PHONE #	E-MAIL ADDRESS	
1	Kate Shwuney	M. Messergh			
2	Ron Martin	Self			
3	BARB WOLFE				
4	Lori Kiley	SELF/CITIZEN			
5	Hudrey Morris	St Paints			
6	Bridget Cohee	Stephens + Johnson			
7	Caldwell, Zachary	9-1-1	_____	_____	
8	Susan Welton				
9	Stephanie Rebert	Cottage Rentals			
10	Josh Strader	Journal			
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