

**AGENDA**  
**MORGAN COUNTY COMMISSION**  
**77 Fairfax Street, Room 101**  
**Berkeley Springs, WV 25411**

**April 5, 2012 - 9:30 AM Open Meeting**

**9:30 AM- ADMINISTRATION & APPROVE MINUTES**

Certificate of Recognition for Tory Bennett- 3 Time State Wrestling Champion  
Assessor's Exonerations  
Carol York- Justice Assistance Grant Application Resolution for Sheriff's Dept.  
Justice Assistance Grant Application Resolution for Partnership  
Budget Letters to Elected Officials  
HOME Consortium Resolution  
Solid Waste Authority Funds  
April Calendar  
Gayle Drive letter

**AGENDA ITEMS**

10:00 AM- Brenda Hutchinson- Animal Control Power Point

10:15 AM- Kate Lehman, Warm Springs Watershed Association- Board Appointment

10:30 AM- Irv Miller- Approval of Basic Emergency Procedures & Guidelines for Courthouse Complex

10:45 AM- Steve Rawlings, WV Risk Pool- Risk Pool update

11:00 AM- Audrey Morris, Starting Points- Proclamation for Child Abuse & Neglect Prevention Month

11:15 AM- Decision on Full Time Animal Control Officer

11:30 AM – Jerry Berman- Report on Franchise Agreement for Comcast

11:45 AM- Kim Jackson, Circuit Clerk- Jury Supplies

12:00 NOON- Stacy Dugan- Dog Runs, Paint, Crates and Tub for Rt. 9 Animal Control Facility

**ADMINISTRATOR'S ITEMS**

Opening of proposals for mowing services  
Proposal from Simplex Grinnel for fire alarm test & inspect at hospital properties.  
Commission meeting recordings at the library  
Updated animal control job description

**Items for Discussion and/or Action**

**\* Times listed are approximate times for discussion and action by the Commission \***

# The Morgan County Commission

*Hereby Recognizes*

# Tory Bennett

For breaking the WV Wrestling State Record with 201 wins  
and becoming a 3 Time State Champion!  
The County Commission acknowledges all of your hard work and  
dedication.

  
Stacy A. Dugan  
Commission President

March 15, 2012

  
Brenda J. Hutchinson  
Commissioner

  
Bradley J. Close  
Commissioner



# Morgan County Commission

77 Fairfax Street, Room 101  
Berkeley Springs, West Virginia 25411  
304-258-8540

## -COMMISSIONERS-

BRENDA J. HUTCHINSON  
5154 MILO SCHOOL ROAD  
GREAT CACAPON  
WV 25422  
304-947-7713

STACY A. DUGAN  
401 S. LAUREL AVENUE  
BERKELEY SPRINGS  
WV 25411  
304-258-9648

BRADLEY J. CLOSE  
380 DRY RUN ROAD  
BERKELEY SPRINGS  
WV 25411  
304-258-3795

## RESOLUTION

- WHEREAS; The Morgan County Commission is in support of the **West Virginia Division of Justice and Community Services (DJCS) Fiscal Year 2012 Justice Assistance Grant program**; and,
- WHEREAS; The Morgan County Sheriff's Department, the Morgan County Sheriff's Department wishes to apply for funding to purchase and install a VDMERS (Vehicular Digital Multimedia Evidence Recording System) and equip 11 (eleven) police vehicles with in-car cameras to aid law enforcement in Morgan County; and,
- WHEREAS; The Morgan County Commission understands and is in agreement that sufficient manpower will be used to operate and manage all equipment, resources and other items requested in the grant application; and,
- WHEREAS; The total cost is estimated at \$63,907; and,
- WHEREAS; If funding is awarded, the Commission will provide the required 25% cash match contribution of \$15,977; and,
- THEREFORE  
BE IT RESOLVED; This 5th day of April 2012 that the Morgan County Commission authorizes Stacy A. Dugan, Commission President, as the official representative for the Commission in the administration of the West Virginia DJCS JAG grant program.

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Stacy A. Dugan, President  
Morgan County Commission

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Brenda J. Hutchinson  
Morgan County Commission

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Bradley Close  
Morgan County Commission

ATTEST: \_\_\_\_\_  
Debra A. Kesecker  
Clerk of the County Commission

*FY2012 JAG Grant Program  
Requested Amount: \$63,907; Matching funds: \$15,977  
Grant Time Period: From: 7/1/2012 To: 6/30/2013*

DRAFT

## RESOLUTION

WHEREAS; The Morgan County Commission is in support of the substance abuse efforts of the Morgan County Partnership;

WHEREAS; The Morgan County Commission is in support of the State of West Virginia Division of Justice and Community Services Justice Assistance Grant (JAG) program;

WHEREAS; The Morgan County Partnership wishes to apply to the WV DJCS Justice Assistance Grant program for FY2012 funding for a truancy social worker program in the amount of \$\_\_\_\_\_;

WHEREAS; The Morgan County Commission passed a motion on 4/5/2012 to act as the fiscal agent for the Morgan County Partnership if they are awarded funding for the WV DJCS FY2012 JAG grant program;

THEREFORE

BE IT RESOLVED; This 5th day of April 2012 that the Morgan County Commission hereby authorizes Stacy A. Dugan, President of the Morgan County Commission, to act on its behalf to submit application to the WV DJCS FY2012 JAG grant program.

\_\_\_\_\_  
Stacy A. Dugan, President  
Morgan County Commission

\_\_\_\_\_  
Brenda J. Hutchinson  
Morgan County Commission

\_\_\_\_\_  
Bradley J. Close  
Morgan County Commission

ATTEST: \_\_\_\_\_  
Debra A. Kesecker  
Clerk of the County Commission

**April 5, 2012**

**Dear Elected Officials:**

**We would like to thank you and your respective offices for your participation and cooperation in finishing the budget for Fiscal Year 2012-2013. We understand and share in your frustrations in regards to having to do more with less. As you are aware, the Commission had to make some very tough decisions during this years budget.**

**The Commissioners are asking the elected officials and county offices to closely monitor their budget and reduce spending whenever possible. As you already know, we are going into a very difficult budget year and budget revisions that increase your current budget allotment will not be granted unless it is an emergency.**

**Again, we thank you for your understanding. If you have any questions, please feel free to contact Jody McClintock, County Administrator, or a County Commissioner.**

**Sincerely,**

**Stacy A. Dugan, President  
Morgan County Commission**

**Brenda J. Hutchinson  
Morgan County Commission**

**Bradley J. Close  
Morgan County Commission**



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## RESOLUTION

**A RESOLUTION OF THE COUNTY COMMISSION OF MORGAN COUNTY, WEST VIRGINIA AUTHORIZING PARTICIPATION IN THE EASTERN PANHANDLE HOME CONSORTIUM OF WEST VIRGINIA FOR THE PERIOD OF JULY 1, 2012 TO JUNE 30, 2013.**

**WHEREAS**, TITLE II of the National Affordable Housing Act of 1990 provides for the creation of the HOME Investment Partnership Program (hereinafter referred to as "HOME"); and

**WHEREAS**, the HOME regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR Part 92 authorizes units of general local government to enter into Housing Consortium Cooperation Agreements; and

**WHEREAS**, there is a need throughout the Eastern Panhandle of West Virginia to provide affordable housing for the low and moderate income residents; and

**WHEREAS**, the City of Martinsburg, County of Berkeley, Town of Hedgesville, County of Jefferson, Town of Bolivar, City of Charles Town, Town of Harpers Ferry, City of Ranson, City of Shepherdstown, County of Morgan, Town of Bath, Town of Paw Paw, West Virginia, have formed a Consortium that has been designated as a Participating Jurisdiction under the HOME Program, thereby entitling the Consortium to seek annual funding; and

**WHEREAS**, the Morgan County Commission entered into a three (3) year Housing Consortium Cooperation Agreement with an annual renewal clause for participation in the HOME Consortium for the Eastern Panhandle; and

**WHEREAS**, the U.S. Department of Housing and Urban Development is expected to award the HOME Consortium of the Eastern Panhandle a HOME grant upon request and consideration for Fiscal Year 2012-2013; and

**WHEREAS**, the Morgan County Commission recognizes the need to obtain funding for affordable housing and has identified the HOME Program as a source of funds to meet this need.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF MORGAN COUNTY THAT:**

1. Morgan County will cooperate with the City of Martinsburg, County of Berkeley, Town of Hedgesville, County of Jefferson, Town of Bolivar, City of Charles Town, Town of Harpers Ferry, City of Ranson, City of Shepherdstown, Town of Bath, Town of Paw Paw, West Virginia, in a Consortium for participation in the HOME Program; and
2. The President of the Morgan County Commission is hereby authorized to enter into a one-year Cooperation Agreement for the period of July 1, 2012 to June 30, 2013 with the other members which form the Eastern Panhandle HOME Consortium of West Virginia; and
3. A copy of this resolution is to be submitted in the request to US. Department of Housing and Urban Development to approve funding of the Eastern Panhandle HOME Consortium of West Virginia for the above Fiscal Year 2012 HOME Investment Partnership Program.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

**BY:**

\_\_\_\_\_

Name and Title

**ATTEST:**

\_\_\_\_\_

Name and Title

MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST: Apr 2, 12

NAME: Brenda Hutchinson

ADDRESS: Morgan County  
Commission

HOME PHONE: \_\_\_\_\_

BUSINESS PHONE: 258-8540 ext. 1313

DATE OF MEETING REQUESTED: Apr 5, 12

TOPIC (S) OF DISCUSSION: Comparison of local  
Animal Control facilities

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

Thank you !



MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST: March 26, 10:15

NAME: Kate Lehman

ADDRESS: 39 Nevada Lane

Berkeley Springs

HOME PHONE: 304-258-1495

CELL PHONE: 304-279-0717

DATE OF MEETING REQUESTED: April 5, 2012

TOPIC (S) OF DISCUSSION: appointment of Stacy Dugan to WSWA  
Board of Directors

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

None

\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

Thank you !

**RATIONALE FOR REQUEST:** Within the next three months, a comprehensive watershed management plan will have been completed for the Warm Springs Watershed Association. The plan will include projects that need to be undertaken in order to restore, protect and preserve Warm Springs Run. Completion of these projects will also help Morgan County to meet its Phase II Watershed Improvement Plan for the Chesapeake Bay Initiative.

Some of the projects to be undertaken may be on County owned land, or may impact the County in specific ways. Therefore, the Board of Directors of the Warm Springs Watershed Association wants to be in very close communication about these plans from the first step. One way to achieve that goal is for a representative of WSWA to speak to the County Commission on an as-needed basis. Another way is to ask a Commissioner to serve on the Board of Directors. In this way the County has knowledge as soon as information becomes available that will inform the eventual decision-making process.

We have asked Ms. Dugan to serve on the Board of Directors in part because she lives in the Warm Springs Run watershed.

MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST:

3/26/2012

NAME: Irv Miller

ADDRESS: Morgan County Courthouse

77 Fairfax Street, Berkeley Springs, WV 25411

HOME PHONE: 304-258-8540 ext 1901

BUSINESS PHONE: \_\_\_\_\_

DATE OF MEETING REQUESTED: April 5

TOPIC (S) OF DISCUSSION: approval of Emergency Procedures &  
Guidelines for Morgan County Courthouse Complex

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

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\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

Thank you !

MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST: Thursday, March 22, 2012

NAME: Steve Rawlings

ADDRESS: 308 Market Street, Suites 1 and 2

Roanoke, Virginia 24011

CELL PHONE: (504)320-2826

BUSINESS PHONE: (888)822-6773

DATE OF MEETING REQUESTED: 04-05-12

TOPIC (S) OF DISCUSSION: WVCoRP Pool Performance and

Morgan County Commission's Participation

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

None

\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

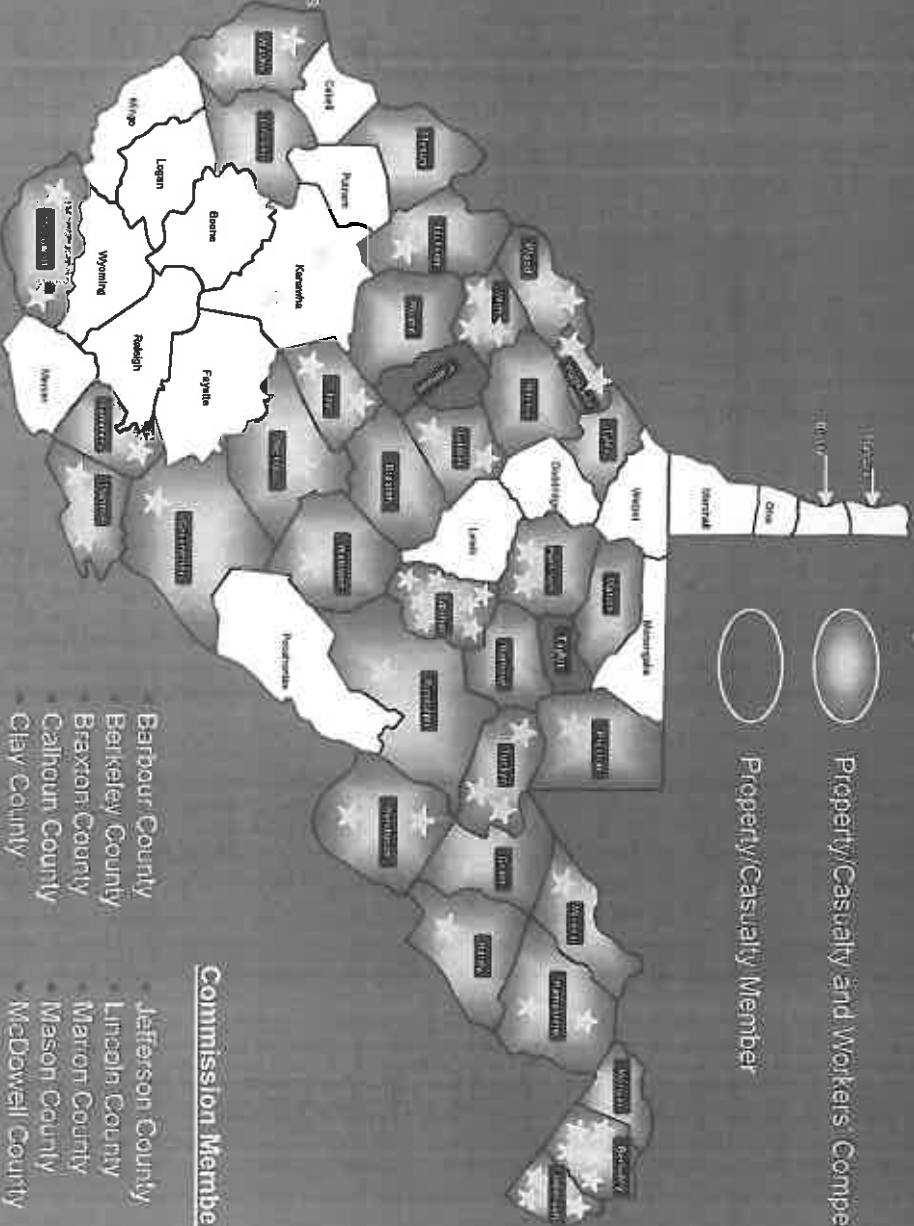
Thank you !

# WEST VIRGINIA COUNTIES RISK POOL PARTICIPANTS

## Authority Members

- Adrian PSD
- Berkeley County Landmarks Commission
- Berkeley County Historical Soc.
- Berkeley County PSSD
- Berkeley County SWA
- Carroll Valley PSD
- Clay County Ambulance Service
- Clay County SWA
- County Commissioners Assoc. Cowen PSD
- Elkins Road PSD
- Ginger County Health Dept.
- Ginger Co. Hist. Landmarks
- Greater Harrison PSD
- Greentree Valley EDC
- Hampshire Dev. Authority
- Harrison PSD
- Hardy County Health Dept.
- Hart County RDA
- Harrison County SWA
- Jackson County SWA
- Jefferson County Dev. Auth.
- Jefferson County Hist. Landmarks
- Jefferson County Parks & Rec.
- Little Kanawha Area Electronic Development
- Madowell Co. Ambulance Auth.
- Madowell Co. Dev. Record Ctr.
- Mineral County Dev. Authority
- Monroe County Health Center
- Monroe County SWA
- Mountainwood Park
- Nicholas Co. Hist. Landmarks
- Pendleton County EDA
- Pendleton County PSD
- Pleasants County PSD
- Pleasants County SWA
- Preston County SWA
- Randolph County SWA
- Region 7
- Region 9
- Summers County SWA
- Tucker County SWA
- Upshur County CVB

As of January 2012



Property/Casualty and Workers' Compensation Member

Property/Casualty Member

## Commission Members

- Barbour County
- Berkeley County
- Braxton County
- Calhoun County
- Clay County
- Gilmer County
- Grant County
- Greenbrier County
- Hampshire County
- Hardy County
- Harrison County
- Jackson County
- Jefferson County
- Lincoln County
- Marion County
- Mason County
- Madowell County
- Mineral County
- Monroe County
- Morgan County
- Nicholas County
- Pendleton County
- Pleasants County
- Preston County
- Randolph County
- Ritchie County
- Roane County
- Summers County
- Tucker County
- Taylor County
- Tyler County
- Upshur County
- Wayne County
- Webster County
- Wirt County
- Wood County

MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST:

3/26/2012

NAME: Audrey Morris

ADDRESS: Starting Points

292 N. Washington Street, Berkeley Springs, WV 25411

HOME PHONE: 304-258-5600

BUSINESS PHONE: \_\_\_\_\_

DATE OF MEETING REQUESTED: April 5

TOPIC (S) OF DISCUSSION: Proclamation for child abuse & neglect prevention month

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

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\_\_\_\_\_  
\* Please include any handouts or material that will be discussed or Presented to the County Commission\*

Thank you !



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## *PROCLAMATION*

### *Child Abuse Prevention Month 2012*

**WHEREAS;** Morgan County, West Virginia's future prosperity depends on nurturing the healthy development of children currently living, growing and learning within our community;

**WHEREAS;** research shows that safe and nurturing relationships and stimulating and stable environments improve brain development and child well being, while neglectful or abusive experiences and unstable or stressful environments increase the odds of poor childhood outcomes; and

**WHEREAS;** the abuse and neglect of children can cause severe, costly and lifelong problems affecting all of society, including physical and mental health problems, school failure and criminal behavior; and

**WHEREAS;** research also shows that parents and caregivers who have social networks and know how to seek help in times of trouble are more resilient and better able to provide safe environments and nurturing experiences for their children; and

**WHEREAS;** individuals, businesses, schools, and faith-based and community organizations must make children a top priority and take action to support the physical, social, emotional and educational development and competency of all children; and

**WHEREAS;** during the month of April, Prevent Child Abuse and Morgan County will be engaging in a coordinated effort to prevent child abuse and neglect by promoting awareness of healthy child development, positive parenting practices and the types of concrete support families need within their communities,

**THEREFORE,**

**BE IT RESOLVED;** this 5<sup>th</sup> day of April 2012 that the Morgan County Commission, do hereby proclaim April 2012 as Child Abuse Prevention Month and urge all

residents to engage in activities whose purpose is to strengthen families and communities to provide the optimal environment for healthy child development.

\_\_\_\_\_  
Stacy A. Dugan, President  
Morgan County Commission

\_\_\_\_\_  
Brenda J. Hutchinson  
Morgan County Commission

\_\_\_\_\_  
Bradley J. Close  
Morgan County Commission

ATTEST: \_\_\_\_\_  
Debra A. Kesecker  
Clerk of the County Commission



MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST: Apr 2

NAME: Jerry Berman

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

HOME PHONE: 304-947-7616

BUSINESS PHONE: \_\_\_\_\_

DATE OF MEETING REQUESTED: Apr 5

TOPIC (S) OF DISCUSSION: Franchise

Agreement for Comcast

\_\_\_\_\_

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

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\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

Thank you !

MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST: March 27, 2012

NAME: Kim Jackson, Circuit Clerk

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

HOME PHONE: \_\_\_\_\_

BUSINESS PHONE: x8540 ext. 3101

DATE OF MEETING REQUESTED: Apr 5, 2012

TOPIC (S) OF DISCUSSION: Jury supplies

\_\_\_\_\_

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SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

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\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

Thank you !

MORGAN COUNTY COMMISSION  
AGENDA REQUEST

DATE OF REQUEST: Apr 2, 12

NAME: Stacy Dugan

ADDRESS: Morgan County  
Commission

HOME PHONE: \_\_\_\_\_

BUSINESS PHONE: 258-8540 ext 1350

DATE OF MEETING REQUESTED: Apr 5, 12

TOPIC (S) OF DISCUSSION: Dog runs, paint,  
crates + tub for Rt 9  
Animal control facility

SPECIAL EQUIPMENT NEEDS ( i.e. Powerpoint, etc.)

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\_\_\_\_\_  
\* Please include any handouts or material that will be discussed or  
Presented to the County Commission\*

Thank you !

Animal Control

Stacy Dugan 1-304-676-7144

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Dog Crates	\$ 110.00	48 x 30 x 33
258-2111	\$ 100.00	42 x 28 x 31
Dawson	\$ 80.00	36 x 24 x 27

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Horseshoe Fencing  
1-800-296-6357

Estimate  
\$ 300.00

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Hunter's  
258-2442

White Paint for  
Dog Kennel  
5 gal \$142.00

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John Hobday  
258-8141  
1-304-582-9404

Dog bath Tub ?  
Kennel Drain ?

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Labor 20 hours to Install Fence  
Perry and I  
Community Service to Paint dog kennel