

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

April 19, 2012 - 9:30 AM Open Meeting

9:30 AM- ADMINISTRATION & APPROVE MINUTES

Approval of hiring for Tax Office

Ambulance Fee Exonerations

Assessor's Exonerations

Carol York, Grant Administrator- Grant Application Resolutions

Region 9 Planning & Development Council Multi- Jurisdictional Hazard Mitigation Plan Resolution

Re-appointment of Dale McConnell to Fire Board

Appointment of Dale McConnell to 911 Board

Volunteer Day- payment for breakfasts

Volunteers Attending: Bill Locke, Ricky Sirbaugh Sr., Bob Madison,
David Bucher, Dean Van Gosen and Robert Mangold

AGENDA ITEMS

10:00 AM- Vernon Brinegar, Blue Cross Blue Shield- Work Site Health Management

10:30 AM- Brenda Hutchinson- Discussion and Decision regarding Open House & Public Hearing on
Animal Control Facility

10:45 AM- Dawn White- Animal Control Protocols

11:15 AM- Cathy Payne, Chief Deputy County Clerk- Executive Session- Personnel Issue

11:30 AM- Telephone Conference call with Tom Potts, Silling Associates

ADMINISTRATOR'S ITEMS

Maintenance proposals for WMH. (Simplex-Grinnel, KONE, Southern Air)

Approval for electrical proposal for parking lot lights (Court Security Grant funded).

Update on work at Animal Control house and kennels

Update on policies and procedures for Animal Control

Items for Discussion and/or Action

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



Morgan County Commission

77 Fairfax Street, Room 101
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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
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304-258-3795

RESOLUTION

WHEREAS; The Morgan County Commission is in support of the petco foundation Capital Grants program; and,

WHEREAS; The Morgan County Commission would like to submit an application for funding to build a new animal control facility; and,

WHEREAS; If funding is awarded, the Commission will provide a parcel of currently owned property on which to build a facility; and,

THEREFORE
BE IT RESOLVED; This 19th 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 petco foundation Capital Grant program.

Stacy A. Dugan, President
Morgan County Commission

Brenda J. Hutchinson
Morgan County Commission

Bradley Close
Morgan County Commission

ATTEST: _____
Debra A. Kesecker
Clerk of the County Commission

*FY2012 Petco Foundation Capital Grant program application resolution
Requested Amount: estimated \$300k
Grant Time Period: tbd*



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RESOLUTION

WHEREAS; The County Commission of Morgan County has been notified that the following project will be considered for funding through the West Virginia Development Office Community Participation Grant Program for Fiscal Year 2012:

Project Number	Organization	Purpose	Amount	Source
12LEDA0542	Morgan County Sheriff - Deputy Reserve Program	Funding for equipment needs	\$5,000	Cowles

WHEREAS; The County Commission of Morgan County is in support of the aforementioned organization submitting application for funding under this program;

THEREFORE,
BE IT RESOLVED; This 19th day of April 2012 that the Morgan County Commission authorizes Stacy A. Dugan, President, as the official representative for the Commission in the administration of the WV Development Office Community Participation Grant Program application for the Morgan County Sheriff Deputy Reserve Program.

Stacy A. Dugan, President
Morgan County Commission

Brenda J. Hutchinson, Commissioner
Morgan County Commission

Bradley J. Close, Commissioner
Morgan County Commission

ATTEST: _____
Debra A. Kesecker
Clerk of the County Commission



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WHEREAS; The County Commission of Morgan County has been notified that the following project will be considered for funding through the West Virginia Development Office Community Participation Grant Program for Fiscal Year 2012:

Project Number	Organization	Purpose	Amount	Source
12LEDA0543	Paw Paw Fire and Rescue	Funding for equipment and training	\$2,000	Cowles

WHEREAS; The County Commission of Morgan County is in support of the aforementioned organization submitting application for funding under this program;

**THEREFORE,
BE IT RESOLVED;** This 19th day of April 2012 that the Morgan County Commission authorizes Stacy A. Dugan, President, as the official representative for the Commission in the administration of the WV Development Office Community Participation Grant Program application for the Morgan County Commission Paw Paw Fire and Rescue Equipment, Training grant.

Stacy A. Dugan, President
Morgan County Commission

Brenda J. Hutchinson, Commissioner
Morgan County Commission

Bradley J. Close, Commissioner
Morgan County Commission

ATTEST: _____
Debra A. Kesecker
Clerk of the County Commission



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RESOLUTION

WHEREAS; The County Commission of Morgan County has been notified that the following project will be considered for funding though the West Virginia Development Office Community Participation Grant Program for Fiscal Year 2012:

Project Number	Organization	Purpose	Amount	Source
12LEDA0541	Morgan County Economic Development Authority – Various Projects	Funding for equipment needs	\$2,500	Cowles

WHEREAS; The County Commission of Morgan County is in support of the aforementioned organization submitting application for funding under this program;

THEREFORE,
BE IT RESOLVED; This 19th day of April 2012 that the Morgan County Commission authorizes Stacy A. Dugan, President, as the official representative for the Commission in the administration of the WV Development Office Community Participation Grant Program application for the Morgan County Economic Development Authority Various Projects grant.

Stacy A. Dugan, President
 Morgan County Commission

Brenda J. Hutchinson, Commissioner
 Morgan County Commission

Bradley J. Close, Commissioner
 Morgan County Commission

ATTEST: _____
 Debra A. Kesecker
 Clerk of the County Commission



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RESOLUTION

WHEREAS; The County Commission of Morgan County has been notified that the following project will be considered for funding through the West Virginia Development Office Community Participation Grant Program for Fiscal Year 2012:

Project Number	Organization	Purpose	Amount	Source
12LEDA0190	MC Humane Society	Funding for improvements to Humane Society facility	\$5,000	Cowles

WHEREAS; The County Commission of Morgan County is in support of the aforementioned organization submitting application for funding under this program;

**THEREFORE,
 BE IT RESOLVED;** This 19th day of April 2012 that the Morgan County Commission authorizes Stacy Dugan, President, as the official representative for the Commission in the administration of the WV Development Office Community Participation Grant Program application for the Humane Society of Morgan County.

Stacy Dugan, President
 Morgan County Commission

Brenda Hutchinson, Commissioner
 Morgan County Commission

Bradley Close, Commissioner
 Morgan County Commission

ATTEST: _____
 Debra A. Kesecker
 Clerk of the County Commission

HP 14



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RESOLUTION

WHEREAS; Natural, technological, and man-made hazards can affect the county of Morgan; and

WHEREAS; Significant structural, historical, and economic losses could result from an occurrence of a natural, technological, or man-made hazard events; and

WHEREAS; Undertaking mitigation projects during pre-disaster periods could decrease the total losses Morgan County incurs as a result of said hazard occurrences; and

WHEREAS; The Morgan County Commission has partnered with the Regional Planning and Development Council for Region 9 to regionalize the county's Multi-Jurisdictional Hazard Mitigation Plan in an effort to further identify, define, and characterize the hazards affecting Morgan County as well as to continue identifying and prioritizing projects that could lessen hazard vulnerability; and

WHEREAS; The Morgan County Commission has a strong interest in reducing losses from future hazard occurrences; and

WHEREAS; The hazard mitigation plan is a federal and state requirement to maintain eligibility for hazard mitigation funding, and by that requirement, must be updated a minimum of every five (5) years; and

WHEREAS; A cooperative effort is an efficient way to plan for and reduce hazard susceptibility in all government jurisdictions in Morgan County, West Virginia; and

WHEREAS; The Morgan County Commission and the communities within Region 9, joined in the completion of this Regionalized Hazard Mitigation Plan Update;

**THEREFORE
BE IT RESOLVED;** This 19th day of April, 2012, the Morgan County Commission does hereby adopt the updated regionalized Region 9 Planning and Development Council Multi-Jurisdictional Hazard Mitigation Plan.

Stacy A. Dugan, President
Morgan County Commission

Brenda J. Hutchinson
Morgan County Commission

Bradley J. Close
Morgan County Commission

Attest:

Debra Kesecker
Clerk of the County Commission



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April 19, 2012

COURT ORDER

The Morgan County Commission hereby re-appoints **Dale McConnell** to the **MORGAN COUNTY FIRE BOARD** to serve a three year term.

This appointment is effective immediately and will expire June 30, 2015.

Stacy A. Dugan, President
Morgan County Commission

Brenda J. Hutchinson
Morgan County Commission

Bradley J. Close
Morgan County Commission

ATTEST: _____
Debra Kesecker
Clerk of the County Commission



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To: Cathy Payne, Chief Deputy County Clerk
From: Stacy Dugan, President, Morgan County Commission
Re: Community Volunteer Day
Date: April 19, 2012

Please distribute a check in the amount of \$_____ for the Community Volunteer Day held on May 05, 2012 at the Country Inn. The charge is \$13/per person and the Commission is honoring the Deputy Reserves as the County Commission's Volunteers of the Year. We need to purchase tickets for them to attend. Please write the check out to Morgan County Chamber of Commerce.

Thank you,

Stacy A. Dugan,
President, Morgan County Commission

MORGAN COUNTY COMMISSION
AGENDA REQUEST

DATE OF REQUEST: 4/16/12

NAME:
Vernon Brinegar

ADDRESS: 132 South Queen St. Martinsburg, WV

HOME PHONE: _____

BUSINESS PHONE:
304-263-3388

DATE OF MEETING REQUESTED: 4/19/12

TOPIC (S) OF DISCUSSION:
Work Site Health Management

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 !

Seven Steps to Success

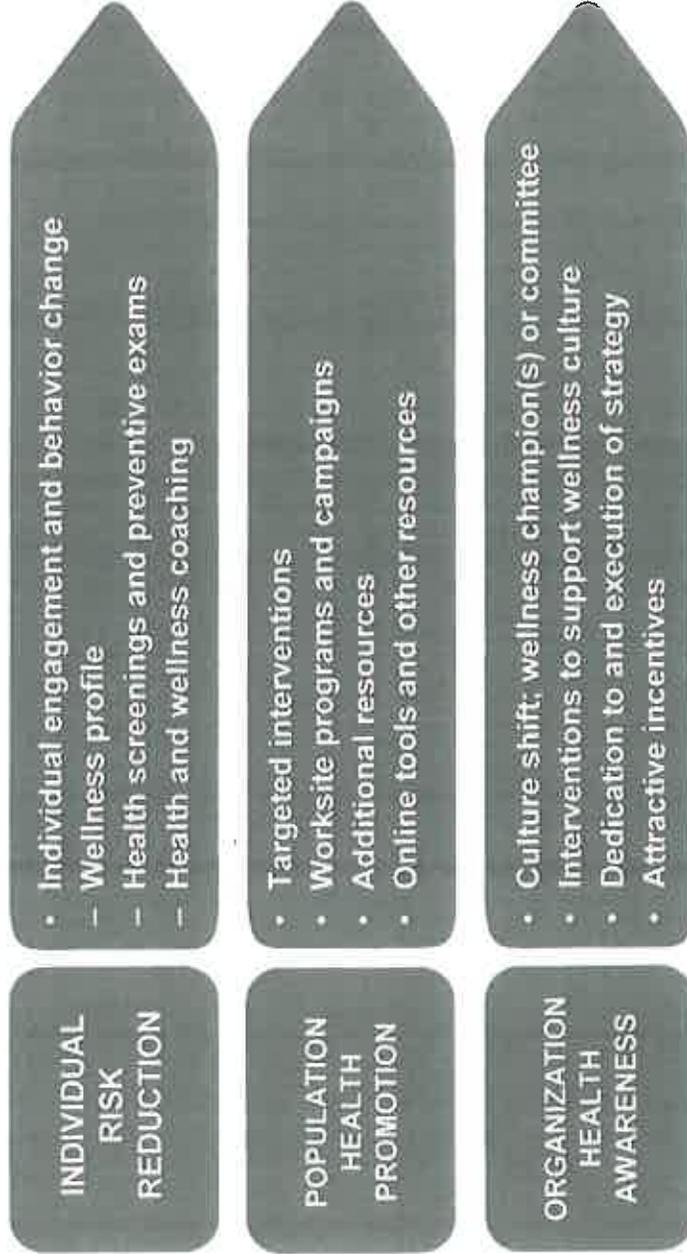
To develop a comprehensive wellness program that will endure and flourish over time it is important to build a foundation and framework. Skipping this step there is a significant risk of failure of the wellness program.

It is important to develop a program that is results oriented, not activity centered. Activity centered programs are those that sound good, look good and allow people to feel good, but contribute little to the bottom line (i.e. occasional brown bag seminars, periodic paycheck stuffers, periodic company wide events). Results oriented are those initiatives that are carefully researched, thoughtfully designed and flawlessly executed.

This is where the seven steps come into play. These seven steps represent a comprehensive approach to corporate wellness.

- 1. Concentrating on senior level support.** The first step is gaining support of the senior people in the organization. People who obtain senior level support plan for it. Here are a few questions to think about prior to approaching senior management.
 - What are the organizations short-term and long-term strategic priorities?
 - What are the working styles pressures strengths and weakness of the senior executives?
 - What types of outcomes and performance matter to them?
 - Who gets access to the senior level people, why did it happen, and how did they do it?
 - What benefits can be expected from the wellness initiative?
 - What is the potential value of health promotion to the organization?By answering these questions important steps are being taken toward linking the health promotion initiative to the priorities of the business.
- 2. Creating a cohesive wellness committee.** This committee is responsible for establishing the programs strategic direction and making sure things stay on track.
 - The committee engages the organizations key players. There is a need to have input from all areas within the organization.
 - Committees lighten the load. Teams allow for the distribution of tasks and make it realistic to get the work done.
 - Committees add credibility. There is strength in numbers. When there are a number of key employees involved it lends credibility.
 - Committees provide safety. There is safety in numbers.
 - Committees provide stability. As people leave and new members come on there is stability to the committee with a number of people involved.Other important elements:
 - Size matters. 8-15 people
 - Effective teams meet regularly
 - There should be a leader to the committee
 - An agenda is very important
- 3. Collecting data to drive health efforts.** This is a time consuming process and it is one of the most important elements in the wellness program. There are only two types of data needs and interest.
 - **Organizational needs.** These are determined by health risk appraisals. They show the overall needs of the organization.
 - **Individual interest.** These are the individual interest that the employees have.
- 4. Crafting the annual operating plan.**

WORKSITE HEALTH MANAGEMENT STRATEGY



WELLNESS PROFILE

- Health personality segmentation
- Aggregate data for your population
- Health risk priorities
- Health risk and condition prevalence
- Productivity impairment scores

STRATEGY ADVISEMENT

- Data-drive opportunity analysis and recommendations
- Multi-year strategy advancement
- Health, risk and productivity tracking/reporting
- Worksite Wellness Scorecard
- Wellness committee consultation/training
- Health promotion and management program validation (progress toward strategic goals)



MORGAN COUNTY COMMISSION
AGENDA REQUEST

DATE OF REQUEST: 4/16/12

NAME:
Brenda Hutchinson

ADDRESS: 5154 Milo School Rd. Great Cacapon, WV

HOME PHONE: _____

BUSINESS PHONE:
304-258-8540

DATE OF MEETING REQUESTED: 4/19/12

TOPIC (S) OF DISCUSSION:
Discussion and Decision regarding Open House & Public
Hearing on Animal Control Facility

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

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

MORGAN COUNTY COMMISSION
AGENDA REQUEST

DATE OF REQUEST: 4/16/12

NAME: Dawn White

ADDRESS: _____

HOME PHONE: _____

BUSINESS PHONE:
304-258-5422

DATE OF MEETING REQUESTED: 4/19/12

TOPIC (S) OF DISCUSSION:
Animal Control Protocols

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 !