

# **Morgan County Commission Meeting Minutes**

**July 23, 2009**

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Debra Kesecker, County Clerk at 3:32 p.m.

## Administration

On a Stacy Dugan/Thomas Swaim motion, the County Commission approved the minutes from the July 16, 2009 County Commission meeting. This motion carried.

## Contract to EMS

At the June 18, 2009 County Commission meeting, Steve McBee approached the Commission and discussed the EMS Contract on the ambulance fee. The Commission had completed a contract with the Morgan County Rescue Squad for the annual amount of \$450,000.00. The Morgan County Rescue Squad had come to the Commission with a contract request of \$500,000.00. Commissioner Hutchinson suggested that they re-work the language in the contract so that it works for both the Commission and the Rescue Squad and give it to Steve McBee to review. Commissioner Hutchinson presented a revised agreement contract for the Commission to review. The Commission reviewed the contract and agreed to submit it to the Morgan County Rescue Squad for their review and approval.

## Funding Request Letters Mailed Out

Commissioner Hutchinson explained that the funding request letters have been mailed out to the organizations that requested funds.

## Funds Request Policy

Commissioner Dugan presented a funds request policy for the Commission to review. The Commission reviewed and approved the policy and it will be posted on the Morgan County Commission website. The policy goes into effect immediately. Please see attached.

## West Virginia Counties Group Self Insurance Risk Pool

Commissioner Hutchinson signed the membership agreements with the West Virginia Counties Self Insurance Risk Pool. The Commission became members of the risk pool on July 1, 2009.

## Morgan County Public Library Letter

Commissioner Hutchinson signed a letter for the Morgan County Public Library explaining the amount of funds the County Commission granted the library for the fiscal year 2008-2009. The library will present the letter to the state auditor.

#### State Treasures Office of Unclaimed Property

On a Thomas Swaim/Stacy Dugan motion, the County Commission authorized its president, Brenda J. Hutchinson to sign the authorization of unclaimed property letter. This motion carried.

#### Animal Control Officer

The County Commission will speak to Sheriff Vince Shambaugh about hiring a part time animal control officer. The Commission agreed to move forward with the addition of kennels at the animal shelter.

#### Correction to Fire Board Appointment

The Commission explained that there needed to be a correction to the fire board appointment that was previously made at the July 16, 2009 County Commission meeting. The County Commission appointed Junior Hook to the Morgan County Fire Board but after reviewing the bylaws has to void the appointment. Commissioner Hutchinson explained that an individual wanting to serve on the fire board has to be a citizen not affiliated with any fire department and Mr. Hook is a line officer for the Great Cacapon Fire Department. Commissioner Dugan stated that she had spoken to Mr. Hook and he understands that he cannot serve but he will continue to serve on the Morgan County 911 Advisory Board. The Commission discussed that there is an opening for the Morgan County Fire Board and the citizen must live in Magisterial District 1.

#### Court Security Fund Grant Resolution

On a Thomas Swaim/Stacy Dugan motion, the County Commission hereby authorizes Brenda J. Hutchinson, President of the Morgan County Commission, to act on its behalf to enter into a contractual agreement with the Division of Criminal Justice Services to receive and administer grant funds pursuant to provisions of the Court Security Fund grant program. This motion carried.

#### Decision on Administration Assistant/Grant Assistant position

On a Thomas Swaim/Stacy Dugan motion, the County Commission went into Executive Session at 4:50 p.m. to discuss the applicants that applied for the Administration Assistant /Grant Assistant position. This motion carried. On a Thomas Swaim/Stacy Dugan motion, the County Commission reconvened into regular session at 5:25 p.m. This motion carried. Commissioner Hutchinson explained that after due consideration, the Commission made an unanimous decision and selected Carol York to be hired for the Administration Assistant/Grant Assistant position.

#### Maxie Maggio- EPA Grant Resolution

The Commission was presented with an EPA Grant Resolution. On a Thomas Swaim/Stacy Dugan motion, the County Commission authorizes Brenda J. Hutchinson, its President, as the official representative for the Commission to act on its behalf to enter into a contractual agreement with the United States Environmental Protection Agency to receive and administer grant funds for the Courthouse Geothermal and Solar Project. This motion carried.

#### Bill Clark- Housing Consortium Agreement

Mr. Clark approached the Commission and presented them with a Housing Consortium Agreement to sign. Mr. Clark explained the home buyers assistance program and the security deposit program and how the programs help individuals purchase or rent a home. On a Thomas Swaim/Stacy Dugan motion, the County Commission authorizes its president, Brenda J. Hutchinson to sign the Housing Consortium Cooperation Agreement between the City of Martinsburg and the counties of Berkeley, Jefferson and Morgan West Virginia.

#### Sign Recovery Zone & Build America Bond Programs letter

The Morgan County Commission received a presentation at the Morgan County Commission meeting on Tuesday, July 2, 2009 meeting on the status of the Recovery Zone Bond and Build America Bond Programs. The presentation was provided by Rob Steptoe of Crews and Associates, Inc. and included a discussion about the county's allocation for the Recovery Zone Bonds. The Commission will submit a letter of support to Governor Manchin. On a Thomas Swaim/Stacy Dugan motion, the County Commission will sign the letter of support for the Recovery Zone and Build America Bond Programs. This motion carried.

#### Paw Paw Festival- Letter for request for funds

The County Commission reviewed the request for funds in the amount of \$1500.00 to purchase fireworks for the Paw Paw Festival that is set for September 19 & 20, 2009. After discussing the request and the insufficient funds in the hotel/motel tax account, the County Commission decided to hold the request and review it again at the August 20, 2009 County Commission meeting.

#### Dave Michael- Bids for Generators-location for Paw Paw

Mr. Michael approached the Commission and presented proposals to the Commission. Mr. Michael explained that two vendors had submitted supplement proposals which include the downstairs of the Paw Paw Senior Center. The Commission discussed the proposals with Mr. Michael and agreed to go with Power Connection, Inc. to place generators at the Morgan County Emergency Operations Center, the Morgan County 911 Cacapon Mountain- Ridge Tower Site and the Paw Paw Senior Center. On a Thomas Swaim/Stacy Dugan motion, the County Commission accepts the bids from Power Connection to do sites 1,2 and 3 with the amended amount of \$41,205.00 for site 3 totaling \$110,609.00 for all three sites. This motion carried.

On a Thomas Swaim/Stacy Dugan motion, the County Commission will upsize and buy the 100 kilowatt generator with the understanding that the Mountaineer Health Clinic will pay for the automated transfer switch and associated materials and labor to give emergency power to the Mountaineer part of the building. This motion carried.

On a Stacy Dugan/Thomas Swaim motion, the Commission will take \$15,609.00 from the Morgan County Ambulance Fee account to pay for a portion of the generator for Station #7. This motion carried.

Adjournment

On a Stacy Dugan/Brenda Hutchinson motion, the County Commission adjourned the meeting at 6:50 p.m. This motion carried.