

Morgan County Commission
Meeting Minutes
August 27, 2009

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Kim Nickles, Deputy County Clerk at 9:32 a.m.

ADMINISTRATION ITEMS:

Approval of Minutes

On a Thomas Swaim/Stacy Dugan motion, the County Commission approved the minutes from the August 20, 2009 County Commission meeting. This motion carried.

Personnel Matter

Commissioner Dugan stated that the County Commission had previously made attempts for three weeks to have the Circuit Clerk attend a County Commission meeting to discuss the personnel matter. Commissioner Swaim stated that the issue was closed and he wants no part of the conversation. Commissioner Hutchinson agreed the matter is closed.

Morgan County Rescue Squad Board of Directors Contract

Commissioner Hutchinson presented a revised contract for the Morgan County Rescue Squad Board of Directors. The Commission agreed on the contract and will give the contract to John Corson for the Board of Directors approval and signature.

Morgan County Health Department- Flu vaccines for county employees

The Commission discussed the cost of the flu vaccines for the county employees. The Commission agreed to provide general flu shots to the county employees at no cost with funds coming out of the \$10,000.00 set aside for the Health Department. The Commission will further discuss the issue and the possibility of providing the swine flu vaccine to the county employees at no cost as well.

In- House Seminar Presentation

The Commission reviewed and discussed information to have an In-House Seminar presentation. The seminar is for individual public agencies, associations of public officials or educational service agencies. The seminars focus primarily upon hiring and firing, employment standards issues, particularly federal and state minimum wage and overtime requirements, exemptions, and other wage-hour matters. The Commission will review the dates available for the seminar and find which dates are best for the elected officials and then select a date and time.

Public Service Commission of West Virginia- Allegheny Power

The County Commission submitted a letter to the Public Service Commission of West Virginia. The letter explained that Allegheny Power may be seeking a rate increase in West Virginia. The Commission requested in the letter that the Public Service Commission of West Virginia suspend any rate increase until the economic state is in a more stable condition.

Sheriff's Department Vehicle

The Commission received a letter from Sheriff Vince Shambaugh. The letter explained that the sheriff's department will be purchasing a 2007 Dodge Charger Police Cruiser. The vehicle will be purchased out of the Sheriff's Department's budget. The letter was to inform the Commission of the purchase.

AGENDA ITEMS:

West Virginia Counties Risk Pool- Board Member Election

The County Commission received a resolution and ballot to vote for two nominees to serve on the West Virginia Association of Counties Risk Pool Board. The County Commission discussed the nominees and completed the forms. On a Thomas Swaim/Stacy Dugan motion, the County Commission agreed to nominate Ron Collins from Berkeley County and Cyndi Pyles from Mineral County to serve on the board for the West Virginia Association of Counties Risk Pool. This motion carried.

Decision for Actuarial Study

At the County Commission meeting on August 6, 2009, two representatives came before the Commission to discuss the actuarial study of the existing other post retirement benefits. A third estimate was obtained by County Administrator, Bill Clark. The Commission agreed to discuss the studies and make a decision at the August 27, 2009 Commission meeting. On a Thomas Swaim/Stacy Dugan motion, the County Commission chose CBiz Benefits and Insurance Corporation to conduct an actuarial valuation study for retired employees. This motion carried.

Kim Nickles- Estate of Velda Jane Majewski

Commissioner Hutchinson stated that she knew Ms. Majewski and the family and the property and she would excuse herself from this discussion if they would like her to. The family reassured there was no problem and requested that Commissioner Hutchinson stay. William Masters, representing Kathy Noland, approached the Commission and presented pictures and copies of appraisals of the property to the Commission. Mr. Masters explained the aspects of the administration of Velda Jane Majewski's will in regards to the beneficiaries. David DeJarnett, representing Kenneth Biggs, approached the Commission and explained that Kenneth Biggs is the executor of Velda Jane Majewski's will. Mr. DeJarnett presented a notebook and explained the acreage problems involved with settling the estate. The Commission agreed there was too much information to review to make a decision at this time. The Commission requested that the family work together to settle the finances of the estate and come back in front of the Commission in 30 days and give an update. The family agreed and was placed on the agenda for the September 24, 2009 County Commission meeting.

Bruce Beadenkopf- Parks & Recreation

- safety issues with County Property
- handicapped accessibility

Mr. Beadenkopf approached the Commission and discussed the problems with the sports complexes in Morgan County. Mr. Beadenkopf explained that the little league field needs a new fence, the soccer field needs a paved parking lot with handicapped accessibility

and the removal of concrete pads. The Commission discussed the repairs and agreed the soccer field did not necessarily have to be paved but could be graveled instead with a handicapped entrance made available. Mr. Beadenkopf requested to the Commission a loan in the amount of \$100,00.00 from the Commission. Mr. Beadenkopf explained that the Commission gives the Morgan County Parks and Recreation money in quarterly installments and if the Commission loans the \$100,000.00, the Commission can just transfer the quarterly installments to the Commission's account and not pay the Morgan County Parks & Recreation. Commissioner Hutchinson stated she is not comfortable with loaning \$100,000.00 but would think of the possibility of loaning \$50,000.00. The Commission agreed and requested that Mr. Beadenkopf present bids of the projects that Morgan County Parks and Recreation would like to complete for the Commission to review. The Commission also requested that Mr. Beadenkopf show the Commission the sport complex sites and the repairs in need and discuss the loan with the Parks and Recreation board before the Commission makes a decision about the loan.

Maxie Maggio- Courthouse Color, Selection, Change Order & Drawdown Change Order & Drawdown

Buildings Assistant, Maxie Maggio approached the Commission and presented a change order directive for the roof hatches for the new courthouse. On a Thomas Swaim/Stacy Dugan motion, the Commission authorized its president, Brenda J. Hutchinson to sign the change order directives #5 & #6 for the roof hatches for the new courthouse. This motion carried.

Courthouse Selection- Stairway Strip

Maxie Maggio approached the Commission and presented a sample of the wall baseboard for the new courthouse for the Commission to review and approve. The Commission reviewed the baseboard and made a motion. On a Thomas Swaim/Stacy Dugan motion, the Commission authorizes the architects selection and agreed with the wall baseboard P172 champagne and the color series 3 -127 medium brown for the stair covering. This motion carried.

Courthouse Lettering

Maxie Maggio approached the Commission and presented a sample color selected to be used for the lettering for the offices in the new courthouse. On a Thomas Swaim/Stacy Dugan motion, the County Commission selected Gemini 1513 Dark Oxidated Bronze to be used for the lettering in the new courthouse. This motion carried.

Jennifer Landis- Skate Park

Leah Seager, representing the skate park, approached the Commission and explained that Jennifer Landis is at work and unavailable to attend the meeting. Bruce Beadenkopf, director of Morgan County Parks & Recreation, approached the Commission and explained that he has a support letter he is sending to suppliers asking for donated items and materials that are needed to construct the skate park. Mr. Beadenkopf made a request to the Commission that they sign the letter showing their support for the needed items. Mr. Beadenkopf and Ms. Seager discussed the grant money and the contributions from the community they have received with the Commission. Commissioner Hutchinson expressed her concern and explained that the contract states the skate park has 2 years to get substantial work completed at the skate park site, and the contract runs out in March

2010. Mr. Beadenkopf reassured the Commission that they intend to get the concrete pad poured in the near future before winter arrives. Dave Bowers, a concerned citizen, approached the Commission and explained that he lives next to the skate park site and that the neighborhood has not been informed of the skate park plans, and the neighbors are asking questions and would like to be informed of the plans. Ms. Seager agreed to attend a future Parks and Recreation meeting to inform the citizens of the plans and answer any questions. The Commission thanked Ms. Seager for her time and stated that they hope the skate park can get completed. The Commission signed the support letter.

County Commission consent to hire process policy

The County Commission prepared a hire process policy for all elected officials and department heads. The policy states that all elected officials or department heads contact the Commission in writing to obtain consent prior to the hiring of any new employees. On a Thomas Swaim/Brenda Hutchinson motion, the County Commission approved and signed the hire process memorandum. The memo goes into effective immediately. This motion carried. Please see attached memorandum.

Adjournment

On a Stacy Dugan/Brenda Hutchinson motion, the County Commission adjourned the meeting at 1:50 p.m. This motion carried.