

Morgan County Commission
Meeting Minutes
October 1, 2009

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Cathy Payne, Deputy County Clerk at 3:35 p.m.

ADMINISTRATION ITEMS:

Approval of Minutes

On a Thomas Swaim/Stacy Dugan motion, the County Commission approved the minutes from the September 24, 2009 County Commission meeting. This motion carried.

Workshop Meeting for Enforcing Animal Cruelty In Morgan County

The Commission will have a workshop meeting to discuss and enforce the laws against animal cruelty in Morgan County. The meeting is set for October 29, 2009 at 1:00 p.m. in the County Commission meeting room. The Commission will ask the State Police, Sheriff, Game Warden, Conservation Officer, the Animal Control Officer, and the Prosecuting Attorney to attend the workshop meeting.

Morgan County Courthouse Complex Employee Christmas Party

The Commission discussed the prices and locations to have the employee Christmas party this year. The Commission decided to rent the room at Angus & Ale and have the party catered. Commissioner Hutchinson received a quote from a catering business that was used for the Soccer field groundbreaking. The Commission agreed that the food at the groundbreaking was very good. The Commission discussed the options and agreed this was the best choice. The party is set for Wednesday, December 23, 2009 at 1:00 p.m.

Training Seminar for Elected Officials

The County Commission would like to provide an in-house seminar for the elected officials and department heads to attend. The Seminar will discuss hiring and firing policies and employment standards. The Commission is still working on finding an instructor to come do a presentation.

Resignation on Planning Commission Board

The County Commission received a letter of recognition from Planning Commission Board member Richard Harvey. The County Commission will review the applications for the Planning Commission and set up interviews for a new member. The vacancy will also be put on the website.

AGENDA ITEMS:

Jack Soronen /Alma Gorse- Land Use Report

Mr. Soronen, Planning Commission President, approached the Commission and presented a report from the Planning Commission concerning land use issues. Mr. Soronen explained that the Planning Commission along with County Planner Alma Gorse has worked very hard on the report. Mr. Soronen explained that the report includes public

concerns and questions. Commissioner Hutchinson thanked Mr. Soronen for all the hard work the Planning Commission has put into the report and explained that the Commission will review the report. The Commission will have a special workshop meeting on October 13, 2009 at 7:00 p.m. to discuss and get public comments on the land use report. The workshop meeting will be in the County Commission meeting room.

Cathy Payne- Purchase Card Policy

Deputy County Clerk, Cathy Payne approached the Commission and presented a purchasing card policy. Ms. Payne explained the purchasing card procedures and policy with the Commission. On a Stacy Dugan/Thomas Swaim motion, the County Commission accepted the purchasing card policy. This motion carried.

Maxie Maggio- Courthouse Geothermal Army Corp of Engineers Contract

Ms. Maggio approached the Commission and presented an army corp of engineers contract for the County Commission to review and sign. Ms. Maggio explained that the contract is authorized to provide design and construction assistance for the Morgan County Courthouse Geothermal Project, which may be in the form of grants. On a Thomas Swaim/Stacy Dugan motion, the County Commission authorized its president, Brenda J. Hutchinson, to sign the contract and execute the agreement which shall become effective upon the date it is signed by the District Engineer. This motion carried.

Maxie Maggio- Safe Routes to School

Ms. Maggio approached the Commission and explained that Richard Parks, representing Arro Consulting had given a proposal for the safe routes to school project. Ms. Maggio explained that the safe routes to school project will be constructing a sidewalk from Widmyer Elementary School to the Berkeley Springs High School on Concord Avenue. On a Thomas Swaim/Stacy Dugan motion, the County Commission authorizes its president, Brenda J. Hutchinson, to enter into the contractual agreement with Arro Consulting to do the engineering work for the safe routes to school project with a total cost of \$8500.00. This motion carried.

Maxie Maggio- Courthouse Change Order #7

Ms. Maggio approached the Commission and presented a courthouse change order. Ms. Maggio explained that the change order was for a credit of \$9,163.52. The Commission reviewed the change order and on a Thomas Swaim/Stacy Dugan motion, the County Commission authorized its president, Brenda J. Hutchinson, to sign the change order #7 for a credit in the amount of \$9,163.52. This motion carried.

Laura Smith- Travel Berkeley Springs Annual Report

Jeannie Mozier, representing Travel Berkeley Springs approached the Commission and presented the Travel Berkeley Springs annual report for the County Commission to review. Ms. Mozier explained the economic impact of tourism in 2008, the 2009-2010 operating budget and the hotel/motel quarterly figures. The Commission reviewed the reports. A citizen attending the County Commission meeting approached the Commission and explained that he read the budget report in the Morgan Messenger and that he had some concerns and questions about the decrease in hotel/motel business and the economy

and why the Commission would want to increase the hotel/motel tax at such a bad economic time. Commissioner Hutchinson explained that the Commission is not increasing the hotel/motel tax at the present time and may re-visit the hotel/motel tax increase next October instead of in six months as previously voted on. Commissioner Hutchinson explained that this is an option that the Commission may review at a later date. The Commission thanked Ms. Mozier and Travel Berkeley Springs for coming in and giving their annual report.

Bruce Beadenkopf- Parks & Recreation Loan

Mr. Beadenkopf, Director of the Morgan County Parks and Recreation Board approached the Commission to discuss the possibility of receiving a loan from the County Commission in the amount of \$55,000.00. Mr. Beadenkopf explained that the funds will go towards repairs at the soccer field and the little league ballfield. Mr. Beadenkopf presented a bid from Horst Fencing explaining the repairs and cost of each project. The Commission reviewed the bids. Commissioner Swaim explained that he does not think the County Commission should be in the loan business, and he would rather the County Commission pay for a portion of the repairs needed. Commissioner Swaim explained that he hates to see the parks and recreation board go in debt with a loan and this option will give the parks and recreation board time to save money for repairs needed in the future. Commissioner Hutchinson agreed but deferred to Commissioner Dugan since she is a member of the Parks and Recreation Board. Commissioner Dugan also agreed and explained that she is not in favor of a loan but would rather pay for some of the repairs. The Commission discussed the repairs and the necessity of each repair and agreed that the soccer field parking lot needs to be graveled, and the septic tanks at the ballfield complex need fencing around them. Mr. Beadenkopf explained that in January, the parks and recreation board should receive \$25,000.00 from the school board and they can use this money combined with the money saved to replace fencing at the ballfield complex. On a Thomas Swaim/Stacy Dugan motion, the County Commission agreed to pay for removing the concrete and to shale and gravel the parking lot at the soccer field and also pay up to \$1700.00 for the fencing around the septic tanks at the ballfield complex for a total amount of \$15,000.00. This motion carried. Mr. Beadenkopf thanked the Commission for their contribution.

Adjournment

On a Stacy Dugan/Thomas Swaim motion, the County Commission adjourned the meeting at 6:25 p.m. This motion carried.