

**Morgan County Commission**  
**Board Of Equalization**  
**Meeting Minutes**  
**February 18, 2010**

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Cathy Payne, Deputy County Clerk 2:35 p.m.

**ADMINISTRATION ITEMS:**

On a Thomas Swaim/ Stacy Dugan motion, the County Commission approved the meeting minutes from the February 4, 2010 and the February 12, 2010 meeting after corrections. This motion carried.

**Advertising Holiday Closings in the Newspaper**

At a previous County Commission meeting, the County Commission discussed advertising holidays in the newspaper. Commissioner Hutchinson stated she would find out if the newspaper would advertise the closings in the public docket section of the newspaper. Commissioner Hutchinson stated that she read the newspaper last week and the paper did advertise the county government offices were closed on Monday, February 15, for President's Day in the public docket section. Commissioner Hutchinson stated that there is no fee to advertise in the public docket. Commissioner Swaim stated that Berkeley County advertises their holiday closings in the newspaper.

**Dog Warden Agreement**

The County Commission reviewed the amended dog warden agreement. The County Commission agreed on the agreement and the County Administrator will have the animal control officer sign the agreement.

**Animal Control House Repair**

Holly Jack, Animal Control Officer, presented a list of items needed to do some repair work at the animal control house and kennel. The Commission reviewed the list of repair items and approved the list and expenses not to exceed the amount of \$500.00. On a Stacy Dugan/Thomas Swaim motion, the County Commission accepts the repair list from Holly Jack, Animal Control Officer, to have the repairs completed in the house with a limit of \$500.00. This motion carried.

**AGENDA ITEMS**

The County Commission went into Board of Equalization at 3:30 p.m.

**Board of Equalization- Tom Close**

Mr. Close approached the Board of Equalization regarding the Harrison Avenue Apartment Building, the North Berkeley Limited Partnership Apartment Building and the Paw Paw Townhouse Limited Apartment Building. Mr. Close explained that he had used forms he obtained from the West Virginia State Tax Office and calculated the assessments. Mr. Close presented the forms to the Board of Equalization and the Assessor's Staff for review. The Assessor's Staff agreed to review the forms and get back to Mr. Close regarding the assessments.

#### Board of Equalization Walk Ins

Bill Carey, representing Oscar Robles, approached the Board of Equalization regarding Mr. Robles business property. Mr. Robles explained that his tax bills are increasing. The Assessor's Staff explained that Mr. Robles had completed some renovations, and the tax bills are a year behind. The Assessor's Staff explained to Mr. Robles that his bill for 2010 is actually lower than his bill for 2009. The Board of Equalization did not change the assessment.

Bill Carey, representing himself, approached the Board of Equalization regarding his property in Rock Gap District. Mr. Carey explained that his neighbor farms on the property, and the property has been classified as farm in the past; but this year it was not classified as farm. The Assessor's Staff explained to Mr. Carey that every year a form has to be filled out to be classified as farm, and they did not receive a form for his property. The Board of Equalization explained to Mr. Carey that they cannot change the classification; they can only deal with assessment values. Mr. Carey explained that the house is not finished and reviewed the assessment with the Assessor's Staff. The Assessor's Staff changed the number of bathrooms, changed the assessment to unfinished attic and changed the grade, lowering the assessment to \$182,280.00. The Commission Secretary will follow up with a letter to Mr. Carey stating the new assessment.

The Board of Equalization reconvened into County Commission regular session at 4:20 p.m.

Cathy Payne- computer program to work from home

Cathy Payne, Deputy County Clerk, presented a handout to the Commission regarding a computer program. Ms. Payne explained that the program would allow her to work from home, or when she is out of town at meetings. Ms. Payne explained that this is a back up alternative, and she will continue working in the office. Ms. Payne explained that she has been very busy with the purchasing cards, elections coming up and the budget. Ms. Payne stated that when the courthouse was closed due to bad weather, she got behind in her work and being able to work from home would prevent this. On a Thomas Swaim/Stacy Dugan motion, the County Commission approved the computer program in the amount of \$179.40/year for Cathy Payne, Deputy County Clerk, to work from home. This motion carried.

Charles Trump- Estate of Philip S. McCoy, Sr.

Charles Trump approached the County Commission regarding the Order Filing Petition of Elizabeth A. McCoy for Probate in Solemn form of the Codicil to the Last Will and Testament of Philip S. McCoy, Sr. Mr. Trump explained that the petition requests that the County Commission set a hearing date to decide whether or not to accept the Codicil to the Last Will and Testament of Philip S. McCoy, Sr. On a Thomas Swaim/Stacy Dugan motion, the County Commission authorizes its president, Brenda J. Hutchinson, to sign the order filing for petition. The hearing date is set for March 11, 2010 at 10:00 a.m. This motion carried.

Adjournment

On a Stacy Dugan/Thomas Swaim motion, the County Commission adjourned the County Commission meeting at 5:30 p.m. This motion carried.

[Check Register](#)

[Court Order](#) for the appointment of John Peterson