

**Morgan County Commission**  
**Board Of Equalization**  
**Meeting Minutes**  
**February 24, 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 18, 2010 County Commission meeting. This motion carried.

Public Service District Meeting Minutes

Commissioner Hutchinson stated that the County Commission had received the meeting minutes from the Warm Springs Public Service District. Commissioner Hutchinson presented the Commission with a copy. Commissioner Dugan stated that she still has not received the minutes electronically. Commissioner Dugan stated that it would be easier to post them on the website if the minutes were sent electronically through email.

County Commission Meeting Cancelled

The County Commission meeting set for March 18, 2010 has been cancelled.

Panorama Tower Site

Commissioner Hutchinson explained to the Commission that she had spoken to 911 Director, Dave Michael, regarding the Panorama cell tower site. Mr. Michael stated that there is currently no funding for the site, but he is talking to different cell companies regarding the possibility of getting a cell tower at their expense. Mr. Michael will follow up with the Commission.

RFP's for the phone system for the new courthouse

Aaron Robertson, Buildings Assistant approached the Commission and explained that the request for proposals for the phone system for the new courthouse is due today, February 24, 2010 at 5:00 p.m. Mr. Robertson will accept the proposals until 5:00 p.m. The Commission will open the proposals at a special Commission meeting on Monday, March 1, 2010.

Computer for County Administrator

Aaron Robertson, County Webmaster approached the Commission and explained that he had three quotes for purchasing a new computer for the County Administrator. Mr. Robertson presented the quotes. Mr. Robertson reviewed the quotes with the Commission and suggested the Commission purchase the Inspiron 15 laptop computer for the County Administrator. On a Stacy Dugan/Thomas Swaim motion, the County Commission approved the purchase of a new Inspiron 15 laptop computer for the price of \$868.00 for the County Administrator and will give the current County Administrator computer to the Morgan County Animal Control. This motion carried.

### Tentative Moving Schedule for County Offices to move into the new Courthouse

Aaron Robertson, Buildings Assistant, approached the Commission and presented a tentative moving schedule to the Commission for review. The Commission agreed to review the moving schedule and discuss it at the next County Commission meeting.

### AGENDA ITEMS:

#### Bob Gordon- Local Assessments

Bob Gordon, Director of the Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) approached the Commission and presented a handout of information. Mr. Gordon explained that HEPMPPO is required to update their long range transportation plan every four years. Mr. Gordon explained that the Metropolitan Planning Organization (MPO) is operating on minimal staff with one full time employee. Mr. Gordon stated that the HEPMPPO receives local match funding through the assessments collected annually from local governments by Region 9, explaining that presently the assessment is \$0.37 per person, of which HEPMPPO receives \$0.12 per person. Mr. Gordon stated that Region 9 sets the formula for the assessments. Mr. Gordon stated that there is a vote taken at the Region 9 meeting; and although Morgan County does not have the population to be part of the Metropolitan Planning Organization, Morgan County will have to pay their portion of the assessment. Mr. Gordon explained that there is a proposed increase in the assessment raising the assessment from \$0.12 per person to \$0.18 which will be a total assessment of \$2,689.74 for Morgan County. The Commission discussed the increase and the fact that since Morgan County is not a member of the MPO, Morgan County cannot be a full participant in HEPMPPO. The Commission will submit a letter to Region 9 requesting their portion of the assessment be reduced to \$0.09 per person.

#### Jim Michael- Eastern Panhandle Conservation District Funds Request

Jim Michael, representing the Eastern Panhandle Conservation District, approached the Commission and presented a request of funds in the amount of \$10,000.00. Sara Wuertenberg, representing the Eastern Panhandle Conservation District, approached the Commission and explained that the Conservation District supports water monitoring projects and environmental education for the schools and teachers to participate in. Joe Michael, representing the Eastern Panhandle Conservation District, approached the Commission and explained the current projects the Eastern Panhandle Conservation District are working on include supporting the soil and water conservation programs with land user cost sharing, Chesapeake Bay projects and the Sleepy Creek and Warm Springs Run water quality program. Jim Michael requested that the Commission add the stipulation to the funds request stating that any funding from Morgan County is used for Morgan County projects only. The County Commission will review the request at the annual budget review meeting. The County Commission thanked everyone for their hard work and time.

#### Decision on Building Commission Board Member

The County Commission has been interviewing individuals interested in serving on the Building Commission Board. The Commission decided to make a decision on an applicant. Commissioner Swaim stated that a few months ago, the Commission interviewed Patrick Logsdon for the Building Commission board. Commissioner Swaim stated that he has spoken with Mr. Logsdon, and he is still interested in serving on the board. Commissioner Swaim stated that his choice is Patrick Logsdon. Commissioner Dugan stated that her choice is Barbara Tutor. Commissioner Hutchinson stated that her choice is also Barbara Tutor. On a Stacy Dugan/Brenda Hutchinson motion, the County Commission hereby appoints Barbara Tutor to the Morgan County Building Commission

board to serve a five year term. This appointment is effective immediately and will expire February 26, 2015. Commissioner Swaim opposed. This motion carried.

Dale Moser- Interview for Solid Waste Authority Board

Dale Moser approached the Commission for an interview for the Solid Waste Authority Board. Mr. Moser explained that he is very interested in serving on the board and has already attended a few meetings. On a Thomas Swaim/Stacy Dugan motion, the County Commission hereby appoints Dale Moser to the Morgan County Solid Waste Authority Board to serve the remainder of Michael McKechnie's four year term. This appointment is effective immediately and will expire June 30, 2010. This motion carried.

The County Commission went into Board of Equalization at 11:10 a.m.

Bill Harmison/Gary Gollier- Board of Equalization

Bill Harmison, representing Gary Gollier approached the Board of Equalization regarding Mr. Gollier's property in Allen District. Mr. Harmison discussed the assessment with the Board of Equalization and the Assessor's Staff. The Board of Equalization agreed to lower the assessment to \$129,100.00. The Commission Secretary will follow up with a letter to Mr. Gollier regarding the new assessment.

The Board of Equalization reconvened into County Commission regular session at 11:30 a.m.

Dawn White- Discuss Animal Control Issues

Ms. White approached the Commission and presented suggestions regarding Animal Control Issues. Ms. White stated her concerns with animal control to the Commission. Ms. White stated that she had spoken to the Animal Control Officers in Berkeley and Jefferson Counties regarding the number of animals they take in on a monthly basis. Ms. White explained it would be hard for one individual to cover the whole county with animal control calls and issues and suggested the Commission agree to a volunteer committee to help. Commissioner Swaim stated that the Commission just took over Animal Control and needs time to work issues out before a volunteer committee is formed. Commissioner Hutchinson agreed and stated that the Commission is already in the process of working out problems and explained that the County Commission has taken over Animal Control and hired an animal control officer, completed a job description for the officer and approved improvements to the house and kennel. Commissioner Hutchinson stated that she agreed that the County Commission needs to work out the issues facing Animal Control before a volunteer committee is formed. Commissioner Hutchinson stated that policies and procedures will need to be completed so the animal control officer will have guidelines to follow. The County Commission agreed to continue to work on the animal control issues and start creating policies and procedures. The County Commission will revisit the animal control issues on April 1, 2010 at the County Commission meeting. The Commission thanked Ms. White for her time and concern.

Aaron Robertson- Courthouse Construction Drawdown

Carol York, Grant Assistant and Aaron Robertson, Buildings Assistant, presented an expenditure drawdown to the Commission for approval. Mr. Robertson stated to the Commission that the drawdown is application for payment #16 in the amount of \$616,618.90. The Commission reviewed the drawdown and on a Stacy Dugan/Thomas Swaim motion, the Commission authorized its president, Brenda J. Hutchinson, to sign the adopted resolution and authorize the directed payment to Milestone Construction Services, Inc in the amount of \$616,618.90 for the construction of the courthouse.

The County Commission adjourned for lunch at 1:15 p.m.

The County Commission reconvened into Board of Equalization at 3:00 p.m. in Paw Paw, WV at the Paw Paw Senior Center to hear citizens concerns regarding property assessments. Although the Commission remained at the center until 5:00 p.m., no petitioners appeared to discuss their property assessments.

Adjournment

On a Stacy Dugan/ Thomas Swaim motion, the Board of Equalization meetings for the month of February were adjourned at 5:00 p.m. This motion carried.

**Gross Payroll--\$78,809.89**

[Court Order](#) for the appointment of Barbara Tutor

[Court Order](#) for the appointment of Dale Moser