

Morgan County Commission

Meeting Minutes

March 4, 2010

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Debra Kesecker, County Clerk 3:33 p.m.

ADMINISTRATION ITEMS:

On a Stacy Dugan/Thomas Swaim motion, the County Commission approved the meeting minutes from the February 24, 2010 and the March 1, 2010 County Commission meeting. This motion carried.

Carol York- Local Economic Development Grant Program

Carol York, Grant Assistant, approached the Commission and presented a resolution for the Local Economic Development Grant Program. On a Thomas Swaim/Stacy Dugan motion, the County Commission hereby pledges \$34,000.00 from the 2009-2010 Fiscal Year Budget to match a grant award acquired from the Local Economic Development Grant Program. This motion carried.

Jody McClintock- Training Class for the Animal Control Officer

Jody McClintock, County Administrator, approached the Commission regarding a training class for the Animal Control Officer. Ms. McClintock explained that the class is a 5 day course located in Windsor Locks, Connecticut. Ms. McClintock presented a brochure and stated that the registration fee is \$525.00 and is due by March 11, 2010. Commissioner Dugan stated that Holly Jack, Animal Control Officer, needs to take a class to be qualified as an Animal Control Officer. Commissioner Swaim stated that with the registration fee, the hotel, food and gas charges, the total cost will be over \$1000.00. Cathy Payne, Chief Deputy for the County Clerk's office, stated that \$1000 of the cost could be covered by a \$1000 donation that is still in the Animal Control Budget. The Commission decided to hold the information and discuss it at the budget meeting on March 5, 2010.

Courthouse Moving Schedule

Aaron Robertson, Buildings Assistant presented the Commission with a tentative moving schedule for the new courthouse. The County Commission reviewed and approved the schedule.

Thank You Letters

The County Commission sent thank you letters to the military men and women that helped Morgan County during the snow storms in February.

AGENDA ITEMS:

Kim Nickles- Estate of Peggy Dunleavy

Robin Copenhaver approached the Commission regarding the estate of Peggy Dunleavy. Ms. Copenhaver explained that she is the heir of her mother, Peggy Dunleavy's will. Ms. Copenhaver stated that personal belongings have been taken from the estate without her permission. Kerry Weller, Executor of the Will, approached the

Commission and explained that their mother was living with his sister before she died; and his sister allowed the items to be removed from her house. Commissioner Hutchinson explained that since the mother lived with the sister, and it was the sisters' house; there is no way to tell what property or items the mother owned. Commissioner Hutchinson stated that unless the mother had written specifically who gets what, there is no way to tell how to distribute the personal belongings. Commissioner Hutchinson suggested the family contact an attorney for legal advice regarding the estate.

Connie Perry- Morgan County Public Library Review

Connie Perry, representing the Morgan County Public Library, approached the Commission and presented a handout of information. Ms. Perry stated that the Morgan County Library is prepared to pay off the mortgage that was obtained on September 8, 1998. Ms. Perry reviewed the statement of revenues, expenditures and changes in fund balance for the year ending June 30, 2009 with the Commission. Ms. Perry explained the programs the Morgan County Public Library offer to the community and stated that there is a lending library located at the Morgan County Senior Center. Ms. Perry explained that she will no longer be the chairman of the Building Committee for the library but will remain on the Board of Directors. Ms. Perry thanked the County Commission for their continued support. The County Commission praised Ms. Perry for the early payoff on the mortgage for the library and thanked her for all of her hard work throughout the years.

Jody McClintock- Home Consortium Allocation Funds 2010 Resolution

Jody McClintock, County Administrator, approached the Commission and presented a Home Consortium Allocation Funds 2010 Resolution for the Commission to review and sign. Ms. McClintock explained that the resolution authorizes participation in the Eastern Panhandle Home Consortium of West Virginia for the Period of July 1, 2010 to June 30, 2011. On a Thomas Swaim/Stacy Dugan motion, the County Commission authorizes its president, Brenda J. Hutchinson, to enter into a one year cooperation agreement for the period of July 1, 2010 to June 30, 2011 with the other members who form the Eastern Panhandle Home Consortium of West Virginia. This motion carried.

Sheriff Vince Shambaugh- Current Budget Issues

Sheriff Vince Shambaugh and Deputy Tony Link approached the Commission and presented a handout regarding budget issues with the Sheriff's Department. Sheriff Shambaugh reviewed the handout with the Commission. Sheriff Shambaugh discussed the cost of supplies for the National Guard that helped with the removal of snow during the snow storms in February. The Commission agreed they will fund the amount of \$396.69 for supplies that were needed during the snow storms. Another issue Sheriff Shambaugh discussed with the Commission is the budget for maintenance and repairs for the Sheriff's Department vehicles. Commissioner Dugan suggested Sheriff Shambaugh get a bid from local garages regarding the maintenance and repair of the vehicles. Commissioner Swaim asked how can you get a bid for repairs when you don't know what is going to break or what repair will be needed. Commissioner Dugan stated that you could ask different garages their prices for oil changes, tires, etc. Commissioner Hutchinson asked Sheriff Shambaugh to consult with the local garages regarding prices for repairs and maintenance. Sheriff Shambaugh agreed that he will consult with the garages and get price estimates. Sheriff Shambaugh explained the next issue he would like to discuss with the Commission is the Sheriff's Department moving to the Magistrate Building when the new courthouse is completed. Commissioner Swaim stated that he thinks that is a great plan, and he feels the Sheriff's Department should be close to the courthouse. Commissioner Hutchinson stated that she feels the parking situation could be an issue with the Sheriff's Department at the Magistrate Building. Commissioner Dugan stated that she is not sure

she is prepared for the move and renovations this budget year. Commissioner Dugan asked how much the renovation will cost. Commissioner Swaim stated that he does not think it will cost much. Sheriff Shambaugh explained that the Judges' bench will be removed and petitions will be placed to give the deputies individual work stations. Sheriff Shambaugh stated that it's possible they can do the work themselves. Commissioner Swaim stated that the maintenance department should be able to perform the work. Commissioner Dugan stated that she would like to see a bid for the renovations. Commissioner Swaim stated that he is upset to hear this and stated that for years, the plan was to have the Sheriff's Department move into the Magistrate Building. Commissioner Swaim stated that Commissioner Hutchinson has been aware of this plan and has never stated that she had a problem with the move. Commissioner Hutchinson stated that she felt that her opinion during the prior administration would have carried very little weight in the decision. Sheriff Shambaugh stated that the Rescue Squad building they are using is small. Sheriff Shambaugh stated he hates to hear this move may not happen and explained that the department has been looking forward to the move and could use the additional space. Commissioner Hutchinson stated that she is not saying the move will not happen, she is just concerned with the parking situation. Commissioner Hutchinson asked if she could come see the office space that the Sheriff's Department is using at the Rescue Squad building. Sheriff Shambaugh stated that she is more than welcome. Commissioner Dugan stated that she would like to see the office space that the Sheriff's Department is currently using as well. The last issue discussed was the possibility of installing a card scanner allowing deputies to be able to scan a card at night to get in the building if they have a prisoner and during the day. They can scan the card instead of waiting for a bailiff to open the door. At a Courthouse Owners meeting, the Commission agreed not to go forward with this suggestion due to security reasons. The Commission will continue to discuss the budget issues at the budget meeting.

Decision on RFP for phone system for new courthouse

The Commission reviewed the RFP's for the phone system for the new courthouse. On a Stacy Dugan/Thomas Swaim motion, the County Commission agreed to go with Commlink Phone System for the new courthouse in the amount of \$33,705.00. This motion carried.

Chad & Melissa Braithwaite- Request for funds for Paw Paw Festival

Chad Braithwaite approached the Commission and discussed plans for the Paw Paw Festival. Mr. Braithwaite explained that the Paw Paw Festival is scheduled for September 18-19, 2010. Mr. Braithwaite explained that he would like to have a rodeo at the festival and a carnival. Mr. Braithwaite explained that he is trying to get businesses to sponsor and buy shoot gates for the rodeo with their business name printed on the gate. Mr. Braithwaite stated he will also have fundraisers to help raise money for the festival. Mr. Braithwaite requested funds in the amount of \$12,000.00. Commissioner Dugan stated that according to Commission policy, the County Commission reviews funds requests during the months of June and December. The Commission agreed to review the request in June. Laura Smith, representing Travel Berkeley Springs stated to Mr. Braithwaite that she will advertise the festival on the Travel Berkeley Springs website. The County Commission thanked Mr. Braithwaite for his time.

Adjournment

On a Stacy Dugan/Brenda Hutchison motion, the County Commission adjourned the County Commission meeting at 6:45 p.m. This motion carried.

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Resolution