

Morgan County Commission  
Meeting Minutes  
August 26, 2010

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Cathy Payne, Chief Deputy County Clerk at 9:34 a.m.

ADMINISTRATION ITEMS:

On a Stacy Dugan/Thomas Swaim motion, the County Commission approved the meeting minutes from the August 19, 2010 County Commission meeting. This motion carried.

Grand Opening for North Berkeley Community Park

Commissioner Dugan stated that the grand opening for the North Berkeley Community Park is set for Saturday, August 28, 2010 from 10:00 am- 12:00 noon.

Table

Commissioner Swaim stated that another table is needed for the Commission Meeting Room. Commissioner Swaim stated that a second table will be more efficient during planning commission meetings when the group has maps to lay out and review. Jody McClintock, County Administrator, agreed to check into ordering another table. Ms. McClintock stated that there should be money in the FF&E (Furniture, Fixtures and Equipment) account to cover the cost. Ms. McClintock will follow up with the Commission.

Parking Memorandum

The Commission has received public comments and concern regarding the parking spots on Fairfax Street along the side of the courthouse. The Commission stated that citizens have approached stating there is no parking available, and it is hard for older citizens to walk across the street to get into the courthouse. Jody McClintock, County Administrator, will send a memorandum around the courthouse offices requesting employees do not use these parking spots so they can be available to the citizens needing to come to the courthouse.

AGENDA ITEMS:

Bennett Lentzner, Morgan County Solid Waste Authority- grant matching funds to recycle plastic

Bennett Lentzner, representing the Morgan County Solid Waste Authority, approached the Commission and presented a handout. Mr. Lentzner explained that the Solid Waste Authority received a grant in the amount of \$2000.00 to pay for the printing and

distribution of information and materials to better inform the public about recycling plastics and facilitate collection. Mr. Lentzner stated that this grant is contingent on the Morgan County Commission providing \$3000.00 to pay for the processing and hauling of plastics. Mr. Lentzner requested funds in the amount of \$3000.00 to meet the matching condition of the grant awarded by the Morgan County Forum for Arts, Sciences and Technologies. On a Thomas Swaim/Stacy Dugan motion, the County Commission will contribute \$3000.00 to match the grant and continue to recycle plastics. This motion carried.

Cathy Payne, Chief Deputy County Clerk, Kim Michael, Sheriff's Tax Office Deputy Clerk- Ambulance Fee 6.5%

Cathy Payne, Chief Deputy County Clerk, and Kim Michael, Sheriff Tax Office Clerk, approached the Commission to discuss the allocation of 6.5% of the monthly ambulance fees taken in. Ms. Michael presented a letter to the Commission. Ms. Michael explained that the ambulance fee board will be created and effective on October 1, 2010. Ms. Michael stated that the Morgan County Emergency Medical Services Board has agreed to allocate 6.5% of the ambulance fees collected monthly. Ms. Michael asked when the allocation begins and requested that it be retroactive and dated back to begin on July 1, 2010. The Commission discussed the options and agreed with Ms. Michael. On a Thomas Swaim/Stacy Dugan motion, the County Commission agreed to make the 6.5% allocation retroactive back to July 1, 2010 on the ambulance fees collected monthly. This motion carried.

Increase in Salary

Kim Michael, Sheriff Tax Office Deputy Clerk, approached the Commission and explained that the Sheriff Tax Office takes care of the ambulance fees. Ms. Michael stated that for the past three years since the fees began, the workers in the tax office have been responsible for 99% of all the work associated with the ambulance fees, and there has been no compensation for them from the ambulance fees. Ms. Michael stated that she and Deputy County Clerk, Cathy Payne, have also taken on more paperwork and accounting responsibilities since the ambulance fees were created. Ms. Michael requested an increase in pay for her employees, herself and Deputy County Clerk, Cathy Payne, and stated that the increase will be taken out of the ambulance fee account. Commissioner Swaim stated that the Sheriff Tax Office is the most understaffed of any office in the Courthouse, and the employees work very hard. Commissioner Swaim stated that the employees deserve extra money for the additional work that they have been doing for the ambulance fees. Commissioner Hutchinson stated that Kim Michael has worked hard for this, and the Commission has been aware of the increase in pay requested for the employees to come out of the ambulance fee account for several months. Commissioner Hutchinson stated that employees in the County Commission office perform additional duties and get compensated from other accounts, and it would be hypocritical to deny the request for the increase from the ambulance fee account for the Sheriff's Tax Office. Commissioner Dugan stated that she cannot agree with this and stated that other employees perform additional work and do not get additional pay. On a

Thomas Swaim/Brenda Hutchinson motion, the County Commission approved the request for the increase in salary for the employees. The additional pay will come out of the ambulance fee account. Commissioner Dugan opposed. This motion carried.

Morgan County Rescue Service- Signing of revised articles of Incorporation & By-Laws of the Morgan County Emergency Medical Services Board Inc.

Kevin Duckwall, representing the Morgan County Rescue Service approached the Commission and presented the articles of Incorporation & By-Laws to be signed by the Commission. The Commission signed the article of Incorporation & By-Laws of the Morgan County Emergency Medical Services Board Inc. Commissioner Swaim will represent the Commission and sit on the Morgan County Emergency Medical Services Board. The board goes into effect on October 1, 2010.

Robert Mann- Donation for funding for National Young Leaders Association

Robert Mann approached the Commission and explained that he is a high school senior in Berkeley Springs and has been nominated to represent the community as a member of the National Young Leaders Conference in Washington, D.C. Mr. Mann stated that his participation in the conference depends on whether he can raise \$1200 in sponsorships. Mr. Mann explained that he has received donations from local organizations but is short \$150. Mr. Mann asked the Commission for their support and asked for a donation to go towards the cost of the seminar. On a Stacy Dugan/Thomas Swaim motion, the County Commission agreed to give Robert Mann a \$100 donation to go towards the National Young Leaders Association seminar. This motion carried.

Discussion on Webmaster contract individual

The Commission discussed the webmaster position and decided to try to hire an individual as a full-time IT Tech/Webmaster. The Commission will run an ad in the Morgan Messenger newspaper and see what responses they receive.

Adjournment

On a Stacy Dugan/Thomas Swaim motion, the County Commission adjourned the meeting at 12:30 p.m. This motion carried.