

Morgan County Commission
Meeting Minutes
September 9, 2010

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Cathy Payne, Chief Deputy County Clerk at 9:30 a.m.

ADMINISTRATION ITEMS:

On a Stacy Dugan/Thomas Swaim motion, the County Commission approved the meeting minutes from the September 2, 2010 County Commission meeting. This motion carried.

Carol York- Resolution to accept terms of contract for Mountaineer Community Health Center

Carol York, Grants Assistant, approached the Commission and explained that the Morgan County Commission has been awarded funding for the fiscal year 2010 Governor's Community Participation Grant Program for the Mountaineer Community Health Center. On a Thomas Swaim/Stacy Dugan motion, the County Commission accepts the conditions of the contract and authorizes Brenda J. Hutchinson, President, as the official representative for the Commission in the administration of the Governor's Community Participation Grant for the Mountaineer Community Health Center. This motion carried.

Donation for Courthouse Open House

Commissioner Hutchinson stated that Ted Morgan from STS has donated a check in the amount of \$1000 to go towards the open house for the courthouse.

Morgan County Emergency Medical Services Board, Inc. Articles of Incorporation & By-Laws

Commissioner Dugan stated that the Commission has received a revised version of the Morgan County Emergency Medical Services board Articles of Incorporation & By-Laws. Commissioner Dugan stated that Article VII, paragraph 2 stating that a board member who is unable to attend a meeting due to absence from the area, illness or other emergency may, by written proxy, vote on any specific item or items stated on the agenda and must include the name of the member the proxy is given to. Proxies should be addressed to the Chairman of the Board. This paragraph has been removed from the revised document. Commissioner Dugan stated that this was removed due to advice from the Ethics Commission stating that proxy voting is no longer permitted.

Courthouse Hours for October 8, 2010

The County Commission discussed what time to close the County offices on October 8, 2010 due to the Apple Butter Festival. Commissioner Swaim stated that the Apple Butter Festival is once a year and vendors are ready to set up early on Friday and this will cause parking issues for the county employees. Commissioner Swaim stated that it is not fair to bring employees in to work if they cannot find a parking spot to park their vehicles. Commissioner Swaim stated that he believes the county offices should be closed on Friday, October 8, 2010. Commissioner Dugan stated that she is opposed to closing the county offices for the whole day and stated that we can check to see if employees can park at the Berkeley Springs Antique Mall if needed. Commissioner Hutchinson stated that she would like to know how it was done before the courthouse fire. After reviewing the documents stating the closing hours from previous years, the County Commission voted to close the county offices at 1:00 p.m. on October 8, 2010 due to the Apple Butter Festival. Commissioner Hutchinson stated that before the fire, the county offices would close at 3:00 p.m. due to the Apple Butter Festival and that was when the courthouse closed at 7:00 p.m. on Fridays. Commissioner Hutchinson stated that she thought closing at 1:00 p.m. would allow time for the vendors to start setting up. Commissioner Dugan agreed and stated that people should be able to do courthouse business that day. Commissioner Swaim opposed and stated that the parking problems the employees will face that day is not fair to them. Commissioner Hutchinson and Dugan stated that employees can park in the back parking lot where the trailers used to be. Commissioner Swaim stated that the Boy Scouts are setting up a booth in that area Friday morning for the Apple Butter Festival. Commissioner Hutchinson stated that the employees will be gone at 1:00 p.m. and the Boys Scouts can set up then. Commissioner Hutchinson stated that vendors are not supposed to set up until 5:00 p.m. on Friday.

AGENDA ITEMS:

Chief Deputy Tony Link, Morgan County Sheriff's Department- Vehicles, Manpower and Office Furniture

Vehicles

Chief Deputy Tony Link and Sheriff Vince Shambaugh approached the Commission and presented a handout. Sheriff Shambaugh explained that in the past two years, since he has been Sheriff, one vehicle was purchased out of forfeiture and concealed carry monies at no cost to the county tax payers. Sheriff Shambaugh stated that he has three 2005 cruisers that are in the 100,000 mile range and are safety hazards and undependable as public safety vehicles. Sheriff Shambaugh stated that he has eleven deputies and a process server. Sheriff Shambaugh requested the purchase of four new vehicles in order to keep up to date and dependable. The Commission discussed the request and stated that they are still paying for two vehicles until 2011. The Commission stated that a decision cannot be made today regarding the new vehicles' request and the Commission will review the request in December during the budget review meeting.

Manpower

Sheriff Vince Shambaugh approached the Commission and explained that he has a full time temporary employee, Richard Haines, filling in for Luke Shambaugh, who is currently on assignment with the military. Sheriff Shambaugh stated that Mr. Haines is an excellent employee and he would like to keep him once Mr. Shambaugh returns. Sheriff Shambaugh stated that he does not need a decision now and he will re-visit the Commission with this issue at a later date. Sheriff Shambaugh stated that he just wanted to explain to the Commission and keep them informed.

Office Furniture

Sheriff Shambaugh approached the Commission and explained that the Sheriff's office is in need of furniture. Sheriff Shambaugh presented a list of items needed to the Commission. The list included file cabinets, chair mats, storage cabinets, lockers and a stool with a total amount of \$2335.77. Sheriff Shambaugh also stated that he is in need of a lap top computer. The Commission reviewed the list and made a motion. On a Stacy Dugan/Thomas Swaim motion, the County Commission authorized \$4500 for furniture and computer expenses for the Sheriff's Department. This motion carried.

Possible Executive Session- Review IT/Webmaster applications

On a Thomas Swaim/Stacy Dugan motion, the County Commission went into Executive Session at 10:55 a.m. to discuss a personnel issue. This motion carried. On a Thomas Swaim/Stacy Dugan motion, the County Commission came out of executive session and reconvened into regular session at 11:20 a.m. This motion carried. On a Thomas Swaim/Stacy Dugan motion, the County Commission agreed to interview four applicants for the IT/Webmaster position.

Adjournment

On a Stacy Dugan/Thomas Swaim motion, the County Commission adjourned the meeting at 11:35 a.m. This motion carried.