

Morgan County Commission
Meeting Minutes
September 16, 2010

Members Present: Thomas Swaim, Brenda Hutchinson and Stacy Dugan

The meeting was opened by Cathy Payne, Chief Deputy County Clerk at 3:30 p.m.

ADMINISTRATION ITEMS:

On a Thomas Swaim/Stacy Dugan motion, the County Commission approved the meeting minutes from the September 9, 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 she had a resolution for the County Commission in support of the West Virginia Community Participation Grant Program application for the Morgan County Rescue Service for cardiac heart monitors for Rescue Service Ambulances. Ms. York presented the resolution to the Commission. On a Stacy Dugan/Thomas Swaim motion, the County Commission hereby authorizes Brenda J. Hutchinson, President of the Morgan County Commission to act on its behalf as the official representative for the Commission in the administration of the West Virginia Community Participation Grant program for the Morgan County Rescue Service. This motion carried.

Carol York- Resolution for Humane Society Improvements Change of Scope Resolution

Carol York, Grants Assistant, approached the Commission and explained that the Commission has been awarded funding in the amount of \$5000 for the Fiscal Year 2010 Community Participation Program to be used for the Morgan County Humane Society Improvements. On a Thomas Swaim/Stacy Dugan motion, the County Commission accepts the request for change of scope and authorizes Brenda J. Hutchinson, President, as the official representative for the Commission in the administration of the Community Participation Program for the Morgan County Commission. This motion carried.

Postage request for the Sheriff Tax Office

The Commission reviewed a request given by Sheriff Tax Office Chief Deputy, Kim Michael, requesting funds in the amount of \$6,250.00 to go towards the postage to mail out letters to delinquent landowners and lienholders prior to the Sheriff's Land Sale which is scheduled for November 8, 2010 at 10:00 a.m. The Commission approved the request for the postage.

AGENDA ITEMS:

Jody McClintock- Courthouse Change Order #20

Jody McClintock, County Administrator, approached the Commission and presented courthouse change order #20. Ms. McClintock explained that change order #20 is for additional cost to furnish and install the oil minder at both elevators and additional 19 days of time, additional cost to add fire alarm connection devices to roof top HVAC equipment per Fire Marshal's request, additional cost to make changes in site grading and additional 49 days of time, additional cost to add exit sign per Fire Marshal's request, additional cost to add additional signage per owner's request, additional cost for asphalt infill at alley and additional cost for miscellaneous electrical work. Ms. McClintock stated that the total cost of change order #20 is \$34,516.00. On a Stacy Dugan/Thomas Swaim motion, the County Commission authorized its president, Brenda J. Hutchinson, to sign change order #20. This motion carried.

Chris Bosley- Observance of the U.S. Constitution and Dedication of the US Constitution Display for the courthouse

Chris Bosley approached the Commission to dedicate the US Constitution display to the courthouse. The Boys and Girls Club from Berkeley Springs also attended the meeting to participate in the observance of Constitution Day. The Commission and the public that were present at the meeting went to the third floor of the courthouse where the table is displayed. Mr. Bosley explained that the display is 12 feet long and 30 inches wide and includes 4 pages of the US Constitution, a copy of the original Bill of Rights and a copy of the Declaration of Independence. Mikoyla Mellot from the Boys and Girls Club, recited the preamble to those in attendance. Commissioner Hutchinson read a resolution recognizing September 17, 2010 as the two hundred and twenty third anniversary of the drafting of the Constitution of the United States of America. On a Stacy Dugan/Thomas Swaim motion, the County Commission hereby proclaims September 17, 2010 to be Constitution Day. This motion carried. The Commission thanked Mr. Bosley for his donation of the Constitution display and thanked the Boys and Girls Club for their participation.

Steve Rawlings- WV Risk Pool update

Steve Rawlings, representing the West Virginia Risk Pool, approached the Commission to give an update on the insurance pool. Mr. Rawlings stated that six more counties have joined the pool since Morgan County had joined. Mr. Rawlings presented a handout of information to the Commission. Mr. Rawlings stated that in July 2011, the insurance pool may possibly start providing worker's compensation insurance. The Commission thanked Mr. Rawlings for the update and his time.

Phyllis White/John Fisher, State Treasurer's Department- Information on 457 Retirement Plan

John Fisher, Deputy Treasurer for the WV State Treasurer's Department, approached the Commission and presented a handout of information. Mr. Fisher explained that the West

Virginia Retirement Plus is a 457 deferred compensation plan that supplements pension, social security and other retirement savings. Mr. Fisher stated that West Virginia Retirement Plus is now available to employees of all political subdivisions. Mr. Fisher presented the Commission with information for their review. The Commission agreed to review the information and thanked Mr. Fisher for his time.

Open bids for the cupola, insulation and oak woodwork from the Magistrate Building

Jody McClintock, County Administrator, approached the Commission and opened the sealed bids.

Bids for Cupola- Ms. McClintock stated that there was one bid submitted by Dean Maxwell in the amount of \$450. On a Stacy Dugan/Thomas Swaim motion, the County Commission accepted the bid in the amount of \$450 for the cupola submitted by Dean Maxwell. This motion carried.

Oak Woodwork from the Magistrate Building

Ms. McClintock stated that there was one bid submitted for the oak woodwork. Ms. McClintock stated that Dean Maxwell submitted a bid in the amount of \$300 for the oak woodwork from the Magistrate Building. On a Stacy Dugan/Thomas Swaim motion, the County Commission accepted the bid in the amount of \$300 submitted by Dean Maxwell to purchase the oak woodwork from the Magistrate Building. This motion carried.

Insulation

Ms. McClintock stated that there were three bids for the insulation out of the Magistrate Court Building. See below:

Joseph Lorenzo- \$ 200

Daniel O'Dea- \$35

Bruce Barnes- \$162

On a Stacy Dugan/Thomas Swaim motion, the County Commission accepted the bid in the amount of \$200 submitted by Joseph Lorenzo for the insulation. This motion carried.

Betty Mason- Interview for Emergency Services Board

Betty Mason approached the Commission for an interview for the Emergency Services Board. Ms. Mason stated that the Morgan County Rescue was organized by her late husband, Donald Mason. Ms. Mason stated that for 22 years she has volunteered with the Berkeley Springs Little League Auxiliary. Ms. Mason stated that she has also volunteered with the Berkeley Springs Fire Department and the PTA and many local functions including fund raisers. Ms. Mason stated that she plans to retire from the City of Martinsburg at the end of December. Ms. Mason stated that she would love to volunteer on the Emergency Services Board. The Commission thanked Ms. Mason for her time and interest and explained that they still have more interviews to perform before a decision can be made.

Dale McConnell- Interview for Emergency Services Board

Dale McConnell approached the Commission for an interview for the Emergency Services Board. Mr. McConnell stated that he is currently serving on the Fire Board and

he would like to volunteer on the Emergency Services Board also. The Commission thanked Mr. McConnell for his time and interest and explained that they still have more interviews to perform before a decision can be made.

Possible Executive Session- Interviews for IT Tech Applicants

On a Stacy Dugan/Thomas Swaim motion, the County Commission went into Executive Session to interview applicants for the IT/Webmaster position. This motion carried.

On a Stacy Dugan/Thomas Swaim motion, the County Commission came out of executive session and reconvened into regular session at 7:20 p.m. This motion carried.

On a Stacy Dugan/Thomas Swaim motion, the County Commission agreed to hire Dave McDonald for the IT Tech/Webmaster position. This motion carried.

Adjournment

On a Stacy Dugan/Thomas Swaim motion, the County Commission adjourned the meeting at 7:25 p.m. This motion carried.