

Morgan County Commission
Meeting Minutes
December 2, 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:

Meeting Minutes

On a Stacy Dugan/Thomas Swaim motion, the County Commission approved the meeting minutes from the November 18, 2010 County Commission meeting. This motion carried.

Budget Meeting

Commissioner Swaim requested that the County Commission wait until January 2011 to have the budget meeting. Commissioner Swaim stated that he does not think he should be setting the budget since he will be retiring. Commissioners Hutchinson and Dugan agreed to hold the budget meeting in January with the newly elected County Commissioner, Brad Close.

Lease Agreement for renting the parking lot behind the courthouse with Louise Stotler & Debbie Dhayer

On a Thomas Swaim/Stacy Dugan motion, the County Commission authorizes its president, Brenda Hutchinson to sign the two year lease agreement for the parking lot behind the courthouse. This motion carried.

Letter to the Honorable John D. Rockefeller, IV opposing the S.B. 3194, Public Safety Employer Employee Cooperation Act

On a Thomas Swaim/Stacy Dugan motion, the County Commission agreed to sign a letter sent to Senator Rockefeller stating that the Morgan County Commission opposes Senate Bill 3194, requiring states and localities to engage in collective bargaining with their police, fire and emergency services personnel. This motion carried.

AGENDA ITEMS:

Larry Lower- Berkeley Springs Farmers Market- annual update & funds request

Larry Lower, representing the Berkeley Springs Farmers Market, approached the Commission to give an annual update and funds request. Mr. Lower presented a power point presentation. Mr. Lower explained that the farmers market provides leftover produce to food kitchens; such as Starting Points. Mr. Lower stated that the farmers market is currently being incorporated in WV as a membership organization MCAFF (Morgan County Association for Food and Farms). Mr. Lower requested funds in the

amount of \$2500.00. Commissioner Hutchinson explained that the County Commission will have a budget meeting in January and will review the funds requests at that time. The Commission thanked Mr. Lower for his time.

Rachel Cesnick, Colonial Insurance- present benefits

Rachel Cesnick and Heather Beeman, representing Colonial Insurance, approached the Commission to discuss the benefits of Colonial Life Insurance. Ms. Beeman presented a package of information to the Commission. Ms. Beeman reviewed the package of information with the Commission. Ms. Beeman agreed to follow up with the Commission and present a rate sheet. The Commission thanked Ms. Beeman and Ms. Cesnick for their time.

Steven Wright, ING Investment Advisors- review and follow up with Commission

Steven Wright, representing ING Investment Advisors, approached the Commission to give a fee schedule of costs for Morgan County. Mr. Wright presented a West Virginia Retirement Plus plan. Mr. Wright reviewed the plan with the Commission. The Commission explained that some of the county employees are already enrolled in a similar plan. The Commission requested Mr. Wright set up a meeting with the employees currently enrolled to explain the plan and see if they are interested in switching. Mr. Wright agreed to set up a meeting with the employees.

Debra McLaughlin, Prosecuting Attorney- Employee issue

Debra McLaughlin, Prosecuting Attorney, approached the Commission and asked for the correct procedure for pay increases for employees. Ms. McLaughlin stated that she is aware that an employee in the County Commission office has recently received a pay increase; but if other offices ask for pay increases for their employees, they are told to wait until the budget review meeting. Commissioner Hutchinson stated that individuals that received an increase in the County Commission office perform work for other organizations and the entire courthouse; not just for the County Commission office. Ms. McLaughlin stated that she has an employee that has specialized training and has worked for her for 10 yrs. Ms. McLaughlin stated that she would like for this employee to receive a pay increase. Commissioner Dugan stated that she agrees that the employee is great and works very hard but employees need to have job descriptions before a merit raise can be given. Ms. McLaughlin stated that her employees have job descriptions. Commissioner Dugan stated that the job descriptions are not posted on the county website. Ms. McLaughlin stated that they do not have to be posted. Ms. McLaughlin asked why the County Commission can approve a pay increase for their office employees anytime but other county offices have to wait until a budget review meeting. Commissioner Dugan stated that procedures for pay increases is an issue for the wage and review board to discuss. Commissioner Hutchinson stated that the wage and review board needs to set up policies for these issues. Commissioner Dugan stated that every office should come to the budget meeting to discuss their office budget. Commissioner Hutchinson stated that all of the elected officials have the opportunity to meet with the Commission prior to the annual budget meeting in March.

Pam Farnham, Morgan County Humane Society- annual review and funds request

Pam Farnham, representing the Morgan County Humane Society, approached the Commission to present the annual funds request for the Morgan County Humane Society. Ms. Farnham stated that the humane society used \$5000 from last years funds to spay or neuter local stray or feral cats and also administer rabies shots. Ms. Farnham requested funds in the amount of \$10,000.00. Commissioner Hutchinson stated that the Commission will be having a budget review meeting in January and will consider the request at that time. The Commission thanked Ms. Farnham for her time.

Sheriff Vince Shambaugh- vehicles request

Sheriff Vince Shambaugh approached the Commission regarding a vehicle request. Sheriff Shambaugh stated that he had previously spoken to the Commission regarding the purchase of new vehicles and it was requested that he come back in December. Commissioner Swaim stated that the Commission has a “rainy day” account and that has enough interest in the account to buy two police vehicles. Commissioner Swaim suggested the Commission buy two vehicles using the interest out of the account and get started on a process of rotating the purchase of a new car every few years. Commissioner Hutchinson requested that the Commission wait until the budget meeting in January to make a decision. Commissioner Hutchinson asked Sheriff Shambaugh to present a repair list and a mileage list for all the current vehicles for the Sheriff’s Department. Commissioner Hutchinson also asked Sheriff Shambaugh to check into the cost for a 4 wheel drive vehicle and a smaller cruiser. Sheriff Shambaugh will follow up with the Commission in January regarding the purchase of two vehicles for the Sheriff’s Department.

Decision on board member for the Warm Springs Public Service District Board

Commissioner Hutchinson stated that two people have applied to sit on the Warm Springs Public Service District Board. Commissioner Hutchinson stated that Ike Bohrer and Michael Jenkins were the individuals. On a Stacy Dugan/Brenda Hutchinson motion, the County Commission appoints Michael Jenkins to serve on the Warm Springs Public Service District Board. Commissioner Swaim opposed. This motion carried. Commissioner Swaim stated that Ike Bohrer had served on the board for many years and was replaced by Danny Clark. Commissioner Swaim explained that after Mr. Clark resigned, Commissioner Swaim discussed with Mr. Bohrer the possibility for him to serve again. Commissioner Swaim stated that Mr. Bohrer did not want off of the board, and Commissioner Swaim thinks that he should still be serving on the board. Michael Jenkins’ appointment is effective immediately and will expire on February 1, 2016.

Kate Lehman, Warm Springs Watershed Association- update

Kate Lehman, representing the Warm Springs Watershed Association approached the Commission to give an update. Ms. Lehman explained that the Warm Springs Watershed

Association planted 375 trees to restore the riparian buffer of Warm Springs Run adjacent to Route 522. Ms. Lehman stated that the watershed association was not contacted when the work was performed on the run and parking lot behind the Morgan County Library. Ms. Lehman stated that a sand bar filled with Japanese knotweed was dug out of the run and disposed of. Ms. Lehman stated that her concern is that the Japanese knotweed will spread wherever it was taken. Commissioner Swaim stated that the repair work for the library parking lot was started before the Commission was contacted or even asked if we would be able to help with the expenses. Ms. Lehman asked to please be contacted in the future if there is going to be any repairs regarding the Warm Springs Run. The Commission thanked her for her time and concern.

Adjournment

On a Stacy Dugan/Thomas Swaim motion, the County Commission adjourned the meeting at 12:15 p.m. This motion carried.