

Morgan County Commission
Meeting Minutes
August 4, 2011

Present: President Stacy Dugan, Commissioner Brenda Hutchinson and Commissioner Brad Close

Also Present: Jody McClintock, County Administrator, Ginger Johnson, Commission Secretary, Kate Shunney, Tricia Strader, Andy Swaim, Kris Willard, Meagan Scott, Gary Nelson, Barb Wolfe and Brian Carter

The meeting was opened by Heather Tyler, Deputy County Clerk at 9:30 a.m.

ADMINISTRATION ITEMS:

On a Brad Close/Brenda Hutchinson motion, the County Commission approves the amended minutes from the July 21, 2011 County Commission meeting. This motion carried.

Carol York, Grant Administrator- Resolutions

Underage Drinking Grant Program Contract, EMS Towers, Juvenile Accountability Block Grant for Teen Court, Humane Society, Towers Environmental Assessments, Paw Paw VFC and Parks & Rec Girls Softball Field Fence

Underage Drinking Grant Program Contract- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, to act on its behalf to enter into a contractual agreement with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Enforcing Underage Drinking Laws program. This motion carried.

EMS Towers- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, as the official representative for the Commission in the administration of the Governor's Community Participation Grant for the Morgan County Commission. This motion carried.

Prevention Resource Officer- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, to act on its behalf to enter into a contractual agreement with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Juvenile Accountability Block Grant program for a Prevention Resource Officer. This motion carried.

Juvenile Accountability Block Grant for Teen Court- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, to act on its behalf to enter into a contractual agreement

with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Juvenile Accountability Block Grant program (Teen Court). This motion carried.

Humane Society- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, as the official representative for the Commission in the administration of the Governor's Community Participation Grant for the Humane Society of Morgan County. This motion carried.

Paw Paw VFC- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, as the official representative for the Commission in the administration of the Governor's Community Participation Grant for the Paw Paw Volunteer Fire Company. This motion carried.

Parks & Rec Girls Softball Field- On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the County Commission, as the official representative for the Commission in the administration of the Governor's Community Participation Grant for the Governor's Community Participation Grant for the Morgan County Parks and Recreation. This motion carried.

Commissioner Close stated that we need to extend our thanks to State Delegate Daryl Cowles and State Senator Clarke Barnes for their participation and assistance with these grants.

August Calendar

The County Commission reviewed and approved the August calendar.

Morgan County Trail System

Commissioner Hutchinson explained that she has received a letter from John Webster, Morgan County resident. Commissioner Hutchinson explained that John Webster is working to create a permanent, public trails corridor between the small community of New Hope and the Tuscarora Trail. Mr. Webster will be asking the Commission for the use of their FEMA lot in New Hope as a parking area to access the trail.

Board of Health Appointment

Commissioner Hutchinson explained that a member from the Board of Health has resigned. Commissioner Hutchinson stated that Louise Spring is resigning and would like Commissioner Hutchinson to fill her vacancy. Commissioner Hutchinson explained that she lives in the same Magisterial District as Ms. Spring, and she is a member of the Democratic party. Commissioner Hutchinson stated that she has spoken with Lee Fowler, Administrator at the Health Department, and he would like Ms. Hutchinson to serve. On a Brad Close/Stacy Dugan motion, the County Commission appoints Brenda Hutchinson to the Morgan County Board of Health to serve the remainder of Louise Spring's term. This appointment is effective

immediately and will expire June 30, 2012. This motion carried.

Discussion Regarding Sheriff Dept. Vehicles (Insurance Coverage)

Commissioner Hutchinson stated that there are currently 21 vehicles insured with the county. Commissioner Hutchinson explained that there are 10 deputies and 1 Sheriff. Commissioner Hutchinson stated that she would like to review the list of vehicles that are insured to find out how all of the vehicles are being used. The County Commission agreed to place this on the agenda for the next meeting and invite the Sheriff to attend to discuss and review the list.

Medical Office on Gayle Drive

Commissioner Close explained that there is a lease agreement for the medical building on Gayle Drive between the Morgan County Building Commission and War Memorial Hospital. Commissioner Close stated that the lease agreement is one year term and has not been renewed. Commissioner Close stated that he has spoken to Debra McLaughlin, Prosecuting Attorney, and the lease is now on a month to month basis. The County Commission requested Jody McClintock, County Administrator, get the square footage of the building and contact real estate offices for comparable pricing for leased commercial properties. The County Commission will revisit this at the next Commission meeting on August 18, 2011.

Funding for PRO (Protection Resource Officer)

The County Commission reviewed the Memorandum of Understanding for the PRO Officer. The Memorandum of Understanding is between the Morgan County Commission, the Morgan County Sheriff's Department and the Morgan County Board of Education. The County Commission agrees to the contractual agreement with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Juvenile Accountability Block Grant program grant in the amount of \$20,000 for a Prevention Resource Officer. Since the funding was reduced from the \$36,000 granted last year, there will have to be some discussion about how the deficit in funding will be addressed. Commissioner Hutchinson stated that the intent was for the Board of Education to pay for any shortfall in funding.

AGENDA ITEMS:

Charlene Gilliam- Introduction to First Energy

Charlene Gilliam was not present at the County Commission meeting.

Brian Carter- Interview for Planning Commission

Brian Carter approached the Commission for an interview to sit on the Planning Commission. Mr. Carter explained that he would like to have the honor to serve the residents of Morgan County. Mr. Carter stated that he has a genuine interest in the well being of the citizens of this area. Mr. Carter stated that he is a Sanitarian at the Morgan County Health Department, and he is trained through the state specializing

in restaurant inspections, school inspections and, on occasion, performs well and septic inspections. President Dugan asked if Mr. Carter would be able to attend the monthly meetings. Mr. Carter stated yes. Commissioner Hutchinson stated that she thinks it would be a great collaboration having an individual from the Health Department on the Planning Commission. The County Commission thanked Mr. Carter for his time.

Gary Nelson- Interview for WV Eastern Panhandle Transportation Authority

Gary Nelson approached the Commission for an interview to sit on the WV Eastern Panhandle Transportation Authority. Mr. Nelson stated that he has experience with the US Fish Wildlife Service, Federal Energy Regulatory Commission and the US Coast Guard. Commissioner Hutchinson stated that she sits on this board, and Mr. Nelson attended the last meeting. Commissioner Hutchinson explained that the meetings are on the 4th Tuesday of every other month at 1:00 pm, and the location alternates between Jefferson, Berkeley and Morgan Counties. The Commission agreed to appoint Mr. Nelson to the WV Eastern Panhandle Transportation Authority board. On a Brenda Hutchinson/Brad Close motion, the County Commission appoints Gary Nelson to the West Virginia Eastern Panhandle Transportation Authority to serve a four year term. This appointment is effective immediately and will expire June 30, 2015. This motion carried.

Barb Wolfe- Interview for Board of Health

Barb Wolfe approached the Commission for an interview to sit on the Board of Health. Ms. Wolfe explained that she would like to help the community. Ms. Wolfe stated that she has experience in extensive sales, marketing, financing, recruiting, human resource and training knowledge. President Dugan asked if Ms. Wolfe will be able to attend the meetings. Ms. Wolfe stated yes. The Commission thanked Ms. Wolfe for her time. The Commission has more interviews to perform for the Board of Health before they make a decision.

Tony Link, Chief Deputy- Discussion regarding police cruisers

President Dugan stated that there are 2 vehicles from the Sheriff's Department that are supposed to be for sale. The County Commission reviewed a list of insured Sheriff Department and Deputy Reserves vehicles with Tony Link, Chief Deputy. Mr. Link explained that the vehicle that the process server uses is a Dodge Durango and it has a lot of problems. Commissioner Hutchinson stated it costs \$954/year to insure each vehicle and explained that the county has 21 Sheriff's Dept. vehicles insured. Commissioner Hutchinson asked how the vehicles are being used. Deputy Link explained that there are 13 vehicles used for the Sheriff's Dept., 6 are used for Deputy Reserves and 2 are unmarked vehicles. Deputy Link stated that they would like to keep the Ford Explorer for the Process Server and get rid of the Dodge Durango. The County Commission agreed. On a Brenda Hutchinson/Brad Close motion, the County Commission agrees to sell the Dodge Durango instead of the Ford Explorer and give the Ford Explorer to the Process Server to use. This motion

carried. The Dodge Durango will be sold on GovDeals.com. The County Commission will continue to discuss the Sheriff's Department vehicles at the next County Commission meeting on August 18, 2011.

Decision for Planning Commission Applicant

Commissioner Close stated that there were two applicants for the Planning Commission Board. On a Brad Close/Brenda Hutchinson motion, the County Commission appoints Brian Carter to the Morgan County Planning Commission board to serve a three year term. This appointment is effective immediately and will expire June 30, 2014. This motion carried.

Decision for Board of Health Applicant

The Commission has another applicant to interview for the Board of Health before a decision is made.

Parks & Recreation Board Applicants- John Rowland & Brock Vanorsdale

The Commission will interview John Rowland, Gary Slaught and Brock Vanorsdale for the Parks and Recreation Board.

Comcast Franchise Renewal Committee

President Dugan stated that the county franchise agreement with Comcast is up for renewal on May 7, 2012. President Dugan explained that she would like to form a small committee to offer the Commission guidance and support in the renewal process. President Dugan stated that the committee will work with Region 9, Jefferson and Berkeley County Councils, Morgan County EDA and the WV Public Service Commission to see if an Eastern Panhandle Franchise Agreement is achievable. President Dugan stated that the committee will seek out and consult with other cable companies to determine if other companies are interested in providing cable services to Morgan County residents. President Dugan asked the Commission to select two individuals to sit on the committee. President Dugan stated that she would like to sit on the committee as a representative for the County Commission. On a Brad Close/Brenda Hutchinson motion, the County Commission by majority vote agrees to establish the committee to review the renewal of the Comcast Franchise Agreement that shall consist of six members. Each Commissioner will have the opportunity to appoint two members at the next County Commission meeting scheduled for August 18, 2011. This motion carried.

Marcellus Shale Committee

Commissioner Close stated that his second appointee for the Marcellus Shale Committee is Tim Seims.

Administrator's Report

Conference Call with Ntelos (Fibernet)

Jody McClintock, County Administrator, explained that there was a conference call

regarding the problems with the phone system at the courthouse. Ms. McClintock explained that at this time, NTelos has agreed to work on the problems. Ms. McClintock suggested giving NTelos some time to see if they repair the problems before seeking phone service else where.

Visit from WVCORP on July 28, 2011

Jody McClintock, County Administrator, explained that representatives from the Risk Pool came the courthouse for an inspection and visit. Ms. McClintock stated that they took a tour and found a couple minor problems but nothing major. Ms. McClintock stated that they also toured the Community Center and Sheriff's Department. Ms. McClintock stated that an electrical inspector is going to come inspect the electrical work.

Local Red Cross office closing

Jody McClintock, County Administrator, explained that the local Red Cross Administration Office in Morgan County is closing. Ms. McClintock explained that the local Red Cross will still provide service to Morgan County, they just cut the administration position in Morgan County.

Community Service Officer

Jody McClintock, County Administrator, stated that the new Community Service Officer, Roger Derron Spring started employment on July 16, 2011.

Reminders-

The Attorney General will be visiting the courthouse on August 5, 2011 between 9:30 am and 10:30 am

The Solar Panel "Unveiling" Ceremony is scheduled for August 5, 2011 at 12 noon

Marcellus Shale Committee meeting

Commissioner Hutchinson stated that there is a Marcellus Shale meeting today, August 4, 2011 at 5:00 pm.

Adjournment

On a Brad Close/Brenda Hutchinson motion, the County Commission adjourned the meeting at 12:00 noon. This motion carried.