

Morgan County Commission
Meeting Minutes
October 20, 2011

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

Also Present: Jody McClintock, County Administrator, Ginger Johnson, Commission Secretary, David Abner, Morgan Messenger, Lin Dunham, Laura Glascock, Mary Hammond, Sheriff Vince Shambaugh, Capt. Carmela Emerson, David Clark, Kris Willard, Megan Scott, Morgan County Partnership and Trish Strader, Martinsburg Journal

The meeting was opened by Debra Kesecker, County Clerk at 9:30 a.m.

ADMINISTRATION ITEMS:

Approval of the minutes has been tabled until the next meeting on November 10, 2011 per Commissioner Hutchinson's request.

Carol York, Grant Administrator- Records Management & Preservation Board Grant-
Carol York, Grant Administrator, approached the Commission and explained she does not have all of the information needed to move forward at this time. Ms. York explained that the Commission is responsible for determining the priority of the projects that are to be included in the RMPG grant application. The application includes requests for funding for the Assessor's Office for proper shelving and preservation of Land and Property books, and the Circuit Clerk's Office for funding for old Chancery books restoration and preservation, and shelving for the old Chancery books. On a Brenda Hutchinson/Brad Close motion, the County Commission agreed that the Assessor's Office request should be listed as the first priority and the Circuit Clerk's request would be second. This motion carried.

Re-appointment of A.C. Bohrer to the Civil Service Commission

On a Brad Close/Brenda Hutchinson motion, the County Commission re-appoints A.C. Bohrer to the Civil Service Commission. This appointment is effective immediately and will expire October 31, 2015. This motion carried.

Relay for Life Certificate

Commissioner Hutchinson stated that the Morgan County Courthouse Relay for Life team, Morgan County Courthouse Cruisers has received a certificate. Commissioner Hutchinson presented the certificate to the Commission. Commissioner Hutchinson stated that the next Relay for Life in Morgan County is scheduled for June 8, 2012 beginning at 6 pm.

Meeting with Senator John Unger

Commissioner Hutchinson stated that she had traveled to Martinsburg, WV along with Jim Michael, Joe Michael and Lin Dunham. Commissioner Hutchinson stated that they met with Senator John Unger. Commissioner Hutchinson stated that they discussed the funding project regarding Cacapon State Park with Senator Unger. Commissioner Hutchinson stated that Senator Unger may be in favor of doing the project in phases beginning with the infrastructure.

County Commission Association of WV

Commissioner Close stated that there was a survey sent to the elected officials asking if they supported an increase in salary for the officials. Commissioner Close stated that he replied no, and he noted that he is in favor of a salary decrease. Commissioner Close stated that in the Eastern Panhandle, the tax payers are hindered by the \$20,000 homestead exemption, and he does not support a salary increase. Commissioner Hutchinson stated that she was against the increase as well and explained that the county employees did not receive a salary increase, and she doesn't feel that it would be right for the elected officials to get an increase. Commissioner Close stated that if the Association were to lobby for salary increases, that he would request the Commissioner's pay for a portion of the dues to the Association.

Radio/Scanner

President Dugan stated that the Town of Paw Paw has a new Police Chief, Tim Hawthorne. President Dugan stated that Mr. Hawthorne has returned the radio/scanner to the County Commission for her to use. Commissioner Dugan stated that she would like to thank Mr. Hawthorne and welcome him to Paw Paw, WV.

AGENDA ITEMS:

Mary Hammond- annual update on Local Emergency Planning Commission Board

Mary Hammond approached the Commission to give an annual review on the Local Emergency Planning Commission board. Ms. Hammond stated that she became the chairman of the board 2 years ago. Ms. Hammond explained that the board performed an emergency safety drill at the Blue Flame building in July and has plans for future trainings. Ms. Hammond stated that the next LEPC meeting is scheduled in November. The Commission thanked Ms. Hammond for her time and review.

Laura Glascock- Interview for Farmland Protection Board

Laura Glascock approached the Commission for an interview to sit on the Farmland Protection Board. Ms. Glascock explained that she has owned and operated Glascock's Produce for the past 20 years. Ms. Glascock stated that she is passionate about saving farmland in Morgan County, West Virginia. On a Brad Close/Brenda Hutchinson motion, the County Commission appoints Laura Glascock to the Morgan County Farmland Protection Board to serve a four year term. This appointment is effective immediately. This motion carried.

Lin Dunham- annual update on Farmland Protection Board

Lin Dunham, Chairman of the Morgan County Farmland Protection Board, approached the Commission to give an annual update on the board. Mr. Dunham stated that The WV Voluntary Farmland Protection Program was enacted in 2000 by unanimous vote of the WV State Legislature. This law has enabled the Morgan County Farmland Protection Board (MCFPB) to develop a program adapted specifically to protect the agricultural lands of Morgan County. Mr. Dunham explained that since 2005, there have been 10 easements entered into the Morgan County Farmland Protection Program totaling 695.72 acres. Mr. Dunham stated that the board is currently working on an easement with 62.4 acres and has been approved funding through the NRCS (Natural Resources Conservation Service). Mr. Dunham stated that the board has meetings on the second Monday of each month at 6 pm in the County Commission Office. Mr. Dunham stated that there are 5 volunteer members on the board along with Bill Clark, EDA Director, Brenda Hutchinson, County Commissioner and Ginger Johnson, Board Administrator. The County Commission thanked Mr. Dunham for his time and update.

Alma Gorse, County Planner & Debbie Weaver, Chief Deputy, Assessor's Office- Tax Parcel Digitalization Funds Request

Alma Gorse, County Planner and Debbie Weaver, Chief Deputy, Assessor's Office approached the Commission to give an update and funds request on the tax parcel digitalization project. Ms. Gorse presented a handout of prices to the Commission. Ms. Weaver explained that the price is \$19,810.00 to complete the project and the payment can be deferred until July 1, 2012. In the past, the 911 Center, the County Commission and the Assessor's office has split the cost into three ways to pay for the phases. On a Brenda Hutchinson/Brad Close motion, the County Commission approves going forward to complete the digitalization project at the cost of \$6,603.33. The payment will be deferred until July 1, 2012. The Assessor's Office and the 911 Center will also pay \$6,603.33 each. This motion carried.

Sheriff Vince Shambaugh- Funds re-imburement back into county budget

Sheriff Vince Shambaugh approached the Commission for a funds re-imburement back into the county budget. Sheriff Shambaugh explained that a deputy attended a safety training conference and requested re-imburement for the costs back into the Sheriff's Training Budget account. Sheriff Shambaugh stated the cost is \$566.99. On a Brad Close/Brenda Hutchinson motion, the County Commission approves reimbursement of \$566.99 back into the Sheriff's Training Budget account. This motion carried.

Capt. Carmela Emerson- Veterans Plaque for courthouse

Capt. Carmela Emerson approached the Commission to discuss donating a veterans plaque for the courthouse. Capt. Emerson explained that she would like to honor the local veterans that served in the Iraq and Afghanistan Wars from the 167th Air Lift Wing Personnel of Berkeley Springs, WV. Capt. Emerson presented a handout to the

Commission with the names of the veterans to be honored. Capt. Emerson requested the plaque be hung in the courthouse. The Commission thanked Capt. Emerson for her time and thoughtfulness regarding the plaque. The Commission will have a dedication at the courthouse on November 11, 2011 (Veteran's Day) at 9:30 a.m. to present the plaque and honor the veterans of the Iraq and Afghanistan Wars.

Dave Clark- Funds request for Paw Paw Town Park

Dave Clark, representing the Paw Paw Town Park Council approached the Commission and presented a funds request in the amount of \$7300. Mr. Clark explained that the Paw Paw Town Park needs some repairs. Mr. Clark explained that the repairs include replacing old boards on tables and seats, installing guard rails, replacing a broken gate, replacing new swings for small children and building a new stage with electrical outlets and lights. The Commission thanked Mr. Clark for his time and explained that the funds request will be reviewed in December when the Commission reviews the budget and funds requests.

Certify Votes for the WV Governor's Special Election

On a Brad Close/Brenda Hutchinson motion, the County Commission signs and approves the certificate of votes for the WV Governor's Special General Election. This motion carried.

Possible Vote/Decision- Partial payment for courthouse

On a Brenda Hutchinson/Brad Close motion, the County Commission approves to make a partial payment for the courthouse in the amount of \$130,968.20 to Milestone Construction Services Inc. to be paid from the Fire Recovery Fund. This will leave a remaining balance of \$131,000. This motion carried.

Letter to Legislators requesting support for Paw Paw Towers

The County Commission signed support letters asking for support for the cell towers in the Paw Paw area. The letter asks for help in getting cell phone companies to use the towers and provide service in Paw Paw, WV. The letters will be sent to the WV Legislators and cell phone providers.

Discussion & Decision on Connector Road as a county priority

Commissioner Hutchinson stated that she wanted to discuss the connector road for the new hospital. Commissioner Hutchinson explained that the Morgan County Economic Development Authority has established a right of way task force. Commissioner Hutchinson stated that the members of the task force include Bill Clark, EDA Director, Commissioner Brenda Hutchinson and Attorney George McVey. Commissioner Hutchinson stated that the task force has asked US Silica for a right-of-way across their property for the new hospital. Commissioner Hutchinson also stated that she had discussed funding for the connector road at her meeting with Senator Unger. Senator Unger suggested that the Commission take a look at the WV Community Empowerment

Transportation Act. He stated that a public-private partnership between the Commission and the Hospital could move funding for the connector road forward on the State's Transportation Project List. Commissioner Hutchinson explained that she wants to make sure the County Commission feels that the connector road is still a county priority. Commissioner Close stated that yes it should be a top priority. President Dugan stated that she supports the connector road but does not think county funds should pay for it. Commissioner Hutchinson stated that the Right-of-Way Task Force is trying to get a donated right-of-way from US Silica. Commissioner Hutchinson will continue to follow up with the Commission.

Kris Willard, Morgan County Partnership- Title V

Kris Willard and Megan Scott, Morgan County Partnership, approached the Commission and presented a resolution for the Juvenile Justice Community Prevention Title V Grant. Ms. Willard requested that the County Commission be the fiscal agent for the grant and fund the partnership until the money is executed. On a Brad Close/Brenda Hutchinson motion, the County Commission authorizes Stacy A. Dugan, President of the Morgan County Commission, to act on its behalf as the official representative for the Commission in the administration of the Juvenile Justice and Delinquency Title V Community Prevention Grant Program. This motion carried.

On a Brenda Hutchinson/Brad Close motion, the County Commission will continue as the fiscal agent for the Morgan County Partnership for the period between the application and the execution of the contract. This motion carried.

Administrator's Report

Update on maintenance truck purchase

Jody McClintock, County Administrator, stated that the maintenance department has purchased a 2004 truck for \$3500 for the maintenance department.

Recommendation on Community Service Officer

Jody McClintock, County Administrator, stated that she recommends hiring Randy Stotler for the part-time community service officer to replace Roger Spring. On a Brenda Hutchinson/Brad Close motion, the County Commission accepts Ms. McClintock's recommendation to hire Randy Stotler as the part time Community Service Officer to replace Roger Spring. This motion carried.

Adjournment

On a Brad Close/Brenda Hutchinson motion, the County Commission adjourned the meeting at 1:10 p.m. This motion carried.