

Morgan County Commission
Meeting Minutes
December 1, 2011

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

Also Present: Jody McClintock, County Administrator, Ginger Johnson, Commission Secretary, Ashley Tomlinson, Student Representative, Kate Shunney, Morgan Messenger, Andy Swaim, Bob Margraff, Gat Caperton, Tricia Strader, Journal and Vince Shambaugh, Sheriff

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

ADMINISTRATION ITEMS:

Meeting Minutes

Commissioner Close made a motion to approve the minutes from the November 17, 2011 Commission meeting. Commissioner Hutchinson stated that she had a problem with some of the contents in the minutes and stated that she does not remember President Dugan making the statement regarding the Animal Control Officer being a public servant and responding to after hour emergency calls. President Dugan stated that the officer could then use comp time the next business day. Commissioner Hutchinson stated that she looked up the definition for public servant and it states that a public servant is an elected or appointed holder of a public office. Commissioner Hutchinson stated that the Animal Control Officer is a county employee, not an elected official. Commissioner Hutchinson stated that it is not in the job description for the Animal Control Officer to be on call after business hours. Commissioner Hutchinson stated that the job descriptions are not on the county website. Commissioner Hutchinson stated that she would like to listen to the recording of the meeting before she approves the minutes. Commissioner Close recinds the motion until Commissioner Hutchinson listens to the recording of the meeting.

Carol York, Grant Administrator- Motion to approve Western Md. Rail Trail/Paw Paw Bends DOT Recreational Trails Grant Project

Carol York, Grant Administrator, approached the Commission and requested a motion to approve an engineering RFP Evaluation Committee for the Western Maryland Rail Trail/Paw Paw Bends WV DOT Recreational Trails grant project. Ms. York stated that Jody McClintock, County Administrator, Alma Gorse, County Planner, Bill Clark, EDA Director and herself will be the members on the committee. On a Brenda Hutchinson/Brad Close motion, the County Commission approves the individuals for the committee for the Western Md. Rail Trail/Paw Paw Bends DOT Recreational Trails Grant Project. This motion carried.

Equipment Lease Agreement with Sheriff's Department

President Dugan stated that Sheriff Deputy Tim Stapleton asked her to bring this forward. President Dugan explained that it is an equipment lease agreement for the electronic monitoring equipment for the home confinement program. On a Brenda Hutchinson/Brad Close motion, the County Commission approves Stacy Dugan, President, to sign the equipment lease agreement for the home confinement monitoring equipment. This motion carried.

Resolution in support of the Cacapon State Park Renovations, Additions & Upgrades

President Dugan requested the Commission sign the resolution in support of the Cacapon State Park Renovations, Additions & Upgrades. President Dugan stated that she is going to travel to Berkeley and Jefferson counties to get their support and invited Commissioners Close and Hutchinson to attend. President Dugan stated that she has spoken to the neighboring counties and they support the renovations. President Dugan stated she will take the resolutions to the Governor's office. On a Brad Close/Brenda Hutchinson motion, the County Commission of Morgan County, WV supports the Cacapon State Park Renovations, Additions and Upgrades. This motion carried.

Board of Health

Commissioner Hutchinson explained that there is an opening on the Board of Health board. The Commission agreed to advertise and perform interviews in January 2012.

Homelessness Study

Commissioners Close and Hutchinson attended a homelessness study meeting. Commissioner Hutchinson stated that she has talked to Dave Banks, Superintendent, Morgan County Schools, about using the elementary school in Great Cacapon, WV to prepare a meal for homeless people in the community on January 23, 24, 26, 27, 30 and 31st, 2012. This will be used to assess the number of homeless in Morgan County. Training sessions will be conducted in January for volunteers who will be performing the assessment. Commissioner Hutchinson explained that this study is conducted once a year and will assist the county in decisions regarding the necessity for a shelter in Morgan County. Commissioners Hutchinson and Close will continue to update the Commission on the study.

AGENDA ITEMS:

Bob Margraff- Re-appointment of Gat Caperton to the Coolfont Community Enhancement District Board

Bob Margraff and Gat Caperton approached the Commission. Mr. Margraff requested the Commission re-appoint Gat Caperton to the Coolfont Community Enhancement District Board. On a Brad Close/Brenda Hutchinson motion, the County Commission re-appoints Gat Caperton to the Coolfont Community Enhancement District Board. This motion carried. This appointment is effective immediately.

Memorandum of Understanding between the Morgan County Sheriff's Department & Animal Control

Vince Shambaugh, Sheriff, approached the Commission and reviewed the Memorandum of Understanding between the Morgan County Sheriff's Department & Animal Control. The purpose of the memorandum is for the Morgan County Sheriff's Department and Morgan County Animal Control to agree to work together for the delivery of animal control services to the citizens of Morgan County, WV. The Sheriff's Department agrees to respond to 911 calls concerning animal control/public safety when a Morgan County Animal Control officer is not on duty. Commissioner Close asked to please make sure this communication is shared with the 911 center. On a Brad Close/Brenda Hutchinson motion, the County Commission accepts the Memorandum of Understanding between the Morgan County Sheriff's Department & Morgan County Animal Control. This motion carried. President Dugan and Sheriff Shambaugh signed the Memorandum of Understanding executing the document effective immediately.

ADMINISTRATOR'S REPORT

Southern Air bill for War Memorial Hospital

Jody McClintock, County Administrator, approached the Commission and presented a bill from Southern Air. Ms. McClintock explained that the bill was for the control board at the War Memorial Hospital building. Ms. McClintock stated that the total amount for the bill is \$2853.00. On a Brad Close/Brenda Hutchinson motion, the County Commission approves to pay the invoice. This motion carried.

Part time Animal Control Officer

Jody McClintock, County Administrator, stated that the part time Animal Control officer has turned in his resignation. Ms. McClintock stated that he will work until a replacement is hired. The Morgan County Commission will be accepting applications for a part time officer.

Legal Aide

Jody McClintock, County Administrator, explained that a few months ago, some representatives from Legal Aide came before the Commission and did a presentation. Ms. McClintock asked the Commission if this is something that the Wage and Review Board should review and see if the employees would be interested. The County Commission stated yes and Commissioner Close agreed to discuss it with the Wage and Review board.

Adjournment

On a Brad Close/Brenda Hutchinson motion, the County Commission adjourned the meeting at 10:15 a.m. This motion carried.