

AGENDA
MORGAN COUNTY COMMISSION
77 Fairfax Street, Room 101
Berkeley Springs, WV 25411

Amended
Wednesday- June 27, 2018

9:30 AM - Call to Order – The Honorable Kimberly Nickles, Morgan County Clerk

9:35- Sheriff KC Bohrer- Award Presentation for an Officer

Administration Items

Approval of minutes

Assessor's Exonerations/Consolidations

Security Pledge Release letter from CNB bank

Approval of road name- Heironimus Lane / Duplicate road name- Cherry Lane

Support Letter for the Town of Bath Streetscape project

Approval for Sheriff Tax Office to be open 2 Saturdays for tax collection

Re-appointments/Appointments to the following Volunteer Boards:

- Region 9

- Board of Health

- Parks & Recreation

- Planning Commission

- HOME Consortium

- Solid Waste Authority

- Emergency Medical Services Board

Agenda Items

10:00- Estate of Wade Kesecker

10:30- Funds Request for Pleasant View Community Center

10:40- Funds Request for Bath-Romney Campaign & Preservation Association

10:50- Document Solutions- Discuss update on copiers for the Courthouse

11:05- Decision on Back to School Bash funding request

11:10- Review & possible allocation of hotel/motel funds

11:30- Stephanie Nickles, Animal Control- Re-allocation of budget funds for FY 2018-19

12:00- Personnel and Open Positions- (Possible Executive Session)

Consent Agenda

-Purchase/ Check Logs / Budget Revisions

Administrator's Report

Items from the Public/Miscellaneous Discussion

Recess

Times are approximate

**Morgan County Commission Meeting
June 27, 2017**

Members present:

Commissioner Joel Tuttle, President
Commissioner Robert Ford
Commissioner Ken Reed

Staff present: Ginger Johnson, County Commission Secretary and Stefanie Allemong, Interim County Administrator

Public Present: See attached sign in sheet

The meeting was opened by Kimberly Nickles, Honorable County Clerk, at 9:30 a.m.

Sheriff KC Bohrer- Award Presentation for an Officer

Sheriff Bohrer approached the Commission to present Sergeant. Wade Shambaugh a life saving award. Sheriff Shambaugh explained that on May 22, 2018, Sergeant Shambaugh heard an emergency call come in and while he was not on duty at the time, he still responded and saved a life by providing the Narcan drug. Sheriff Shambaugh presented Sergeant Shambaugh with a certificate. Reverend Jack Hiles also presented Sergeant Shambaugh with a certificate.

Approval of meeting minutes

Commissioner Ford made a motion to approve the meeting minutes from the June 6, 2018 County Commission meeting. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Approval of Exonerations

There were no exonerations.

Security Pledge Release letter from CNB

Commissioner Reed made a motion to authorize Commission President, Joel Tuttle to sign the security pledge release letter from CNB Bank. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Approval of road name- Heironimus Lane

Commissioner Ford made a motion to approve the name of Heironimus Lane as a road name. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Support letter for the Town of Bath Streetscape project

Commissioner Reed made a motion to approve and sign the support letter for the Town of Bath's application to the Chesapeake Bay Trust, funding from the Green Street, Green Jobs, Green Towns grant. The funding will be used to fund green

infrastructure improvements along the Town's Streetscape project. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Approval for Sheriif's Tax Office to be open 2 Saturdays for tax collection

The Sheriff Tax Office has requested to be open 2 Saturdays from 9 am-1pm for tax collection. Commissioner Ford made a motion to approve funding in the amount of \$435.96 to pay the employees in the tax office and the bailiffs for working those two Saturdays. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. Funds will be taken out of the carryover fund. The Saturdays the tax office will be open for tax collection are: Saturday, August 25 from 9 am- 1 pm and Saturday, September 29 from 9 am – 1 pm.

Re-appointments/Appointments to the following Boards:

Region 9

Commissioner Ford made a motion to re-appointment Daryl Cowles & Doug Mattingly to the Region 9 board to serve a 2 year term. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. These appointments are effective immediately and will expire June 30, 2020.

Board of Health

Commissioner Reed made a motion to appoint Craig Hatcher to the Board of Health to serve a five year term. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. This appointment is effective immediately and will expire June 30, 2023.

Parks & Recreation

Commissioner Ford made a motion to re-appoint John Rowland to the Parks and Recreation board to serve a 4 year term. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. This appointment is effective immediately and will expire June 30, 2022.

Planning Commission

Commissioner Reed made a motion to re-appoint Susan Parker, George Didawick and Scott Swaim to the Planning Commission to serve a 3 year term. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. These appointments are effective immediately and will expire June 30, 2021.

HOME Consortium

Commissioner Ford made a motion to re-appoint Audrey Morris to the HOME Consortium Board to serve a 3 year term. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. This appointment is effective immediately and will expire June 30, 2021.

Solid Waste Authority

Commissioner Ford made a motion to appoint Margaret Gordon to the Solid Waste Authority board to serve a four year term. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. This appointment is effective immediately and will expire June 30, 2022.

Emergency Medical Services Board

Commissioner Ford explained that there are two openings on the EMS Board and suggested that the board advertise on the county website and place an ad in the Morgan Messenger newspaper. Commissioner Ford requested the Commission postpone the appointment to the EMS board until the end of July, giving time to advertise and receive volunteer applications. The Commission agreed.

Agenda Items

Estate of Wade Kesecker

Commissioner Ford made a motion for the Commission to approve Mr. Kevin Kesecker as the Executor of the estate and accept the copy of the last will and testament for the Estate of Wade Kesecker. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Document Solutions- Discuss update on copiers for the Courthouse

Trevor Lapp and Darren Lucas representing Document Solutions, approached the Commission to discuss renewing the county's contract for the use of the copiers in the Courthouse. Mr. Lucas presented the Commission with a contract and reviewed the contract with the Commission. Mr. Lucas explained that the contract includes new color printers and all service and supplies. Mr. Lucas explained that the contract is to enter into a 63 month agreement at a cost of \$1525/month with a savings of \$13,608 over the next 63 months. Commissioner Ford made a motion to approve the contract and authorize Joel Tuttle, Commission President to sign the agreement to enter into the 63 month contract for \$1525/month with a savings of \$13,608 over the next 63 months. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Funding Requests & Allocation of Hotel/Motel funds for FY 2018-19

Commissioner Reed made a motion to approve the proposed funding allocations for hotel/motel funds and carryover funds for FY 2018-19. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Hotel/Motel Funds:

Morgan County Parks & Rec – \$26,000

Morgan County Expo (MC Fair)- \$4,500

Museum of Berkeley Springs- \$6,500

Morgan Arts Council- \$7,500

Apple Butter Festival- \$4,000

Morgan County Tennis Association- \$12,500

Travel Berkeley Springs (fireworks)- \$4,000

Town of Bath Streetscape Committee- \$10,000

Town of Bath NBRT (North Berkeley Rail Trail)- \$5,000

Town of Paw Paw (Fireworks) - \$1,000

Bath- Romney Campaign- \$1,000
C&D Property Management (mowing) - \$18,000

General Fund Requests (Carryover Funds):

Vietnam Veterans Memorial Fund- \$5,000

Commissioner Ford made a motion to retract the previous motion to approve funds in the amount of \$5,000 from the hotel/motel account for the Vietnam Veterans Memorial fund. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Commissioner Ford made a motion to re-allocate funds in the amount of \$5,000 for the Vietnam Veterans Memorial Fund to come out of the General fund using carryover funds. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

General Fund Requests

Eastern Panhandle Conservation District- \$3,000

Pleasant View Community Center- \$5,000

Back to School Bash- \$750

Morgan County Tennis Association FY 2018- \$12,500

Commissioner Reed made a motion to approve additional funds in the amount of \$12,500 for the Morgan County Tennis Association. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried. Funds will come out of the FY 2018 Carryover account.

Stephanie Nichols, Animal Control- Re-allocation of budget funds for FY 2018-19

Ms. Nichols was sick and could not make the meeting. The Commission will schedule a work session with Ms. Nichols for the next Commission meeting scheduled for July 5, 2018.

Personnel and Open Positions (possible executive session)

Commissioner Ford made a motion to go into executive session at 11:48 am to discuss personnel and open positions. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Commissioner Reed made a motion to come out of executive session and reconvene into regular session at 12:57 pm. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Commissioner Ford made a motion to approve the reorganization of the Maintenance Department and promote Aaron Mechem to Facilities Supervisor with an annual salary of \$30,500 effective July 1, 2018. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Commissioner Reed made a motion to transfer \$4000 out of the 712 fund and move it to the 733 Mapping and Addressing fund. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Consent Agenda

Commissioner Ford made a motion to approve the consent agenda. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Recess

President Tuttle made a motion to recess the meeting. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Minutes submitted by: G. Johnson



Morgan County Commission
77 Fairfax Street, Room 101
Berkeley Springs, WV 25411
304-258-8540

- COMMISSIONERS-

Joel Tuttle
134 Ridgewood Trail
Berkeley Springs
WV 25411
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Robert Ford
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Berkeley Springs
WV 25411
304-258-4178

Ken Reed
4253 Martinsburg Rd
Berkeley Springs
WV 25411
304-258-8540

June 27, 2018

Sadie Drescher
Chesapeake Bay Trust
60 West Street, Suite 405
Annapolis, MD 21401

Dear Ms. Drescher;

The Morgan County Commission hereby expresses its strong support for the Town of Bath's application to the Chesapeake Bay Trust, seeking funding from the Green Streets Green Jobs, Green Towns Grant.

This important funding will be used to fund green infrastructure improvements along the Town's Streetscape project. The ability to incorporate green infrastructure in conjunction with ongoing improvement projects demonstrates how with proper planning, positive environmental impacts can be cost effective, enhance our landscape, and relieve pressures from storm water. This project will provide an excellent example for other jurisdictions in our region and help our pursuit in meeting our Chesapeake Bay Program pollutant reduction goals by 2025.

Aside from the Town of Bath, the entirety of Morgan County will benefit from the works funded through these grants.

Many thanks for your consideration. Please do not hesitate to reach out to our Commission if any further information and/ or proof of our support for this endeavor might be needed by your office.

Sincerely,

Joel Tuttle, President
Morgan County Commission



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June 27, 2018

COURT ORDER

The Morgan County Commission hereby re-appoints **Doug Mattingly** to the **REGION 9 PLANNING AND DEVELOPMENT COUNCIL** for a two year term.

This appointment is effective immediately and will expire June 30, 2020.



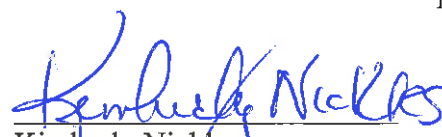
Joel R. Tuttle, President
Morgan County Commission



Robert L. Ford
Morgan County Commission



Ken Reed
Morgan County Commission

ATTEST: 

Kimberly Nickles
Clerk of the County Commission



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Joel Tuttle	Robert Ford	Ken Reed
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Berkeley Springs	Berkeley Springs	Berkeley Springs
WV 25411	WV 25411	WV 25411
304-258-7958	304-258-4178	304-258-8540

June 27, 2018

COURT ORDER

The Morgan County Commission hereby re-appoints **Daryl Cowles** to the **REGION 9 PLANNING AND DEVELOPMENT COUNCIL** for a two year term.


This appointment is effective immediately and will expire June 30, 2020.



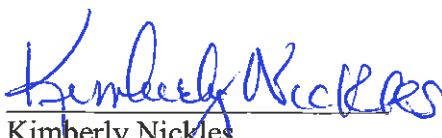
Joel R. Tuttle, President
Morgan County Commission



Robert L. Ford
Morgan County Commission



Ken Reed
Morgan County Commission

ATTEST: 

Kimberly Nickles
Clerk of the County Commission



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June 27, 2018

COURT ORDER

The Morgan County Commission hereby appoints **Craig Hatcher** to the **MORGAN COUNTY BOARD OF HEALTH** to serve a five year term.

This appointment is effective immediately and will expire June 30, 2023.



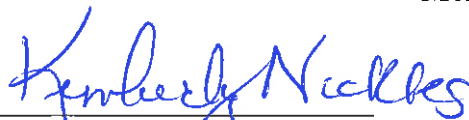
Joel Tuttle, President
Morgan County Commission



Robert Ford
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Ken Reed
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ATTEST: 

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Clerk of the County Commission



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June 27, 2018


COURT ORDER


The Morgan County Commission hereby re-appoints **JOHN ROWLAND** to the MORGAN COUNTY PARKS AND RECREATION BOARD to serve a four year term.

This appointment is effective immediately and will expire June 30, 2022.


Joel Tuttle, President
Morgan County Commission


Robert Ford
Morgan County Commission


Ken Reed
Morgan County Commission

ATTEST: 
Kimberly Nickles
Clerk of the County Commission



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June 27, 2018

COURT ORDER

The Morgan County Commission hereby re-appoints **Susan Parker** to the **MORGAN COUNTY PLANNING COMMISSION** for a three year term.

This appointment is effective immediately and will expire June 30, 2021.



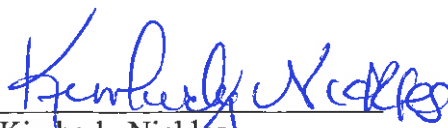
Joel Tuttle, President
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Robert Ford
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Ken Reed
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ATTEST: 

Kimberly Nickles
Clerk of the County Commission



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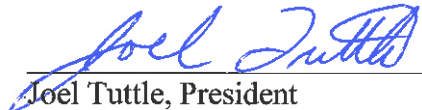
Ken Reed
4253 Martinsburg Rd
Berkeley Springs
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June 27, 2018

COURT ORDER

The Morgan County Commission hereby re-appoints **Scott Swaim** to the **MORGAN COUNTY PLANNING COMMISSION** for a three year term.

This appointment is effective immediately and will expire June 30, 2021.




Joel Tuttle, President
Morgan County Commission



Robert Ford
Morgan County Commission



Ken Reed
Morgan County Commission

ATTEST: 

Kimberly Nickles
Clerk of the County Commission



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June 27, 2018

COURT ORDER

The Morgan County Commission hereby re-appoints **George Didawick** to the **MORGAN COUNTY PLANNING COMMISSION** for a three year term.

This appointment is effective immediately and will expire June 30, 2021.



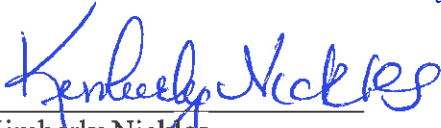
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Robert Ford
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ATTEST: 

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Clerk of the County Commission



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June 27, 2018

COURT ORDER

The Morgan County Commission hereby re-appoints **Audrey Morris** to the **EASTERN PANHANDLE HOME CONSORTIUM** for a three year term.

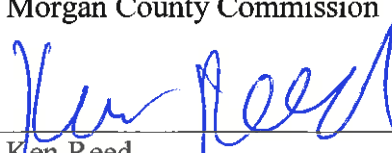
This appointment is effective immediately and will expire June 30, 2021.



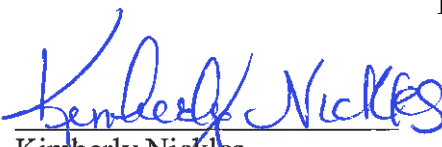
Joel Tuttle, President
Morgan County Commission



Robert Ford
Morgan County Commission



Ken Reed
Morgan County Commission

ATTEST: 

Kimberly Nickles
Clerk of the County Commission



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June 27, 2018

COURT ORDER

The Morgan County Commission hereby appoints **Margaret Gordon** to the MORGAN COUNTY SOLID WASTE AUTHORITY BOARD to serve a four year term.

This appointment is effective immediately and will expire June 30, 2022.



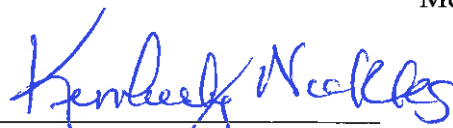
Joel Tuttle, President
Morgan County Commission



Robert Ford
Morgan County Commission



Ken Reed
Morgan County Commission

ATTEST: 

Kimberly Nickles
Clerk of the County Commission

Morgan County Commission Meeting
Sign In Sheet

Date: June 27, 2018

Name	Representing	Phone #	E-Mail Address
John Ad	Life on Cross	6083 717-377	
Lois Tilden	self		
Thomas Tilden	self		
Kate Shvnaey	Morgan Message		
K.C. BOWMAN	SHEATH		
Nathan D. M	Estate of Wade Kiesecker		
Yara Kyme	Estate Wade Kiesecker	304-283-0562	
Kevin Kiesecker	Wade Kiesecker	304-538-8049	
Ed Mes E.	Town of Paw Pa.	(304) 359-4742	
Lisa Meyers	Town of Paw Pa.	304-676-0039	
Trevor Lapp	DS:		
Doree Lucas			
THOM RUBEL	MAC		
Jusk Strada	Journal		
Jimm Mowbr	MAC		