

**Morgan County Commission Meeting
October 15, 2025**

APPROVED
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PRESIDENT COUNTY COMMISSION
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Members present:

President Bill Clark
Commissioner Joel Tuttle
Commissioner Sean Forney

Staff Present:

Kim Nickles, County Clerk
Marshall Younker, 911 Director
Sarah Henry, Assistant 911 Director
Misty Clingerman, County Administrator

Dan James, Prosecuting Attorney
Lisa Webster, Probate
Scott Bier, IT Director

Call to Order

Kim Nickles called the meeting to order at 9:30 am.

Review and Approval of Agenda

Commissioner Forney made a motion to approve the agenda. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

Items from the public

None.

Administration Items

Approval of meeting minutes

Commissioner Tuttle made a motion to approve the meeting minutes from 10/1/2025. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Assessor's Exonerations

Commissioner Forney made a motion to approve the exonerations for Taxpayers Ruth, Falcon, Hehn, and Wegh for the non-objected presented by the Assessor. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

Agenda Items

911 Project Updates

Marshall Younker came before the Commission to update them on things happening in his department. The Text to 911 has transitioned from Intrado to InDigital for NextGen is now operational. The Pager Project has been completed with test runs in Paw Paw and Capon, waiting on G-Tech to sign off and finalize. Central Aware has been a great addition for both the Sheriff's Department and Prosecutor's Office. The State 911 Conference recognized Juli Pearell as Trainer of the Year and our 911 Center as won Center of the Year. The Commissioners applauded the accomplishments to receive those awards. To move forward with the Next Gen Project we need Advanced 911 with the Master Street Addressing

Guide(MSAG). Alex thought he was going to be able to complete what needed to be done, but he is not. GeoCom has quoted \$27,152.37 to get the project completed. President Clark and Commissioner Forney said they would like to get at least one more quote. Marshall explained that GeoCom has already did the build-out and the data correction is what needs to be done through the GIS department, and that they have a sole source letter. Commissioner Tuttle made a motion to split the payment to Geo-Com in the amount of \$27,152.37. \$13,576.19 will be paid from Fund 7-712-459 and \$13,576.18 will be paid from Carry-over 424-458. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

EMS Board Commercial Building Fee

Commissioner Forney said that at the last EMS meeting, the board voted to bring this topic back before the Commission. They would like to charge \$6 per 100 feet in hopes to generate \$135,000 in fees. Commissioner Tuttle said that he has no problem voting to charge a fee, but he doesn't know if it should be based on square footage. Commissioner Forney made a motion to set a public hearing on November 5, 2025 at 11:30 am to discuss with the members of the community for Commercial Ambulance Fee billing. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

Sullivan Estate

Grace Sullivan appeared before the Commission to request that Amanda Michael, administrator of the Sullivan Estate, be removed as administrator of her grandfather's estate due to lack of communication, relocation of residence, and continuous withdrawal of funds. Prosecutor Dan James suggested filing a show cause order providing reason to why the administrator shouldn't be removed. Commissioner Tuttle made a motion to issue a show cause order to Mrs. Michael to show cause to the Commission by November 5, 2025 as to why they should not remove her as the administrator and appoint Grace Sullivan of the estate. Lisa Webster, Probate Officer, said that Amanda had not come back to the Probate Office to renew her Administrator. There has been no response from Amanda Michael since August. Prosecutor James said that since there has been no contact from Mrs. Michael; he sees no reason why she can't be removed as the administrator today. Commissioner Tuttle resends his motion in light of the fact that the current administrator's initial period of administration expired in August. Commissioner Tuttle made a motion to remove Amanda Michael as administrator of the Estate of Michael James Sullivan's and appoint Grace Sullivan as administrator of the estate. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

Travel Berkeley Springs Upcoming Events

Dusty Martin from Travel Berkeley Springs approached the Commission to let them know about the upcoming grant being awarded. In July, the Arts, Culture, and History at the state level is now under the Department of Tourism. The Governor and Secretary of State are giving an arts related grant that will be utilized as part of the tourism initiative and will be adding an American 250 Tour. According to the Governor, Dusty said the grant funding will be coming to the Commission and since Morgan County has an Art Council, the funds

should be going directly to them. Dusty also informed the Commission that TBS is participating in the WV Wellness Center this year for a three-day event. They will be partnering with the Wellness Center for a pickleball tournament.

IT Redundancy

Scott Bier came before the Commission to give an update on all the internet problems the last two weeks. A broken switch caused all the issues. That switch has been ordered and is waiting to be configured. Monthly hours with DSI have been used up and there will be extra charges to complete the configurations. Scott is purchasing extra switches so we do not find ourselves in this situation again.

Administrator's Report

None.

Consent Agenda

Commissioner Forney made a motion to approve the consent agenda. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Adjourn

President Clark adjourned the meeting at 11:08 am.

Minutes submitted by M. Clingerman