

**Morgan County Commission Meeting
November 19, 2025**

Members present:

President Bill Clark
Commissioner Joel Tuttle
Commissioner Sean Forney

Staff Present:

Kim Nickles, County Clerk
Scott Bier, IT Director
Misty Clingerman, County Administrator

APPROVED
DEC 03 2025
PRESIDENT COUNTY COMMISSION
[Signature]

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 11/5/2025. 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 Taxpayer Zimmerman for the non-objected presented by the Assessor. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

EMS Board Appointment

Commissioner Forney made a motion to accept the resignation from Dave Bowers from the EMS Board. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried. Commissioner Forney noted that they are still looking for members of the public to join the EMS Board.

Agenda Items

Morgan County Little League Request for Funds

The Morgan County Little League requested funds in the amount of \$750 for field sodding. President Clark explained that they do not typically President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

WV Historic Preservation Conference and WV Endangered Property List

David Abruzzi approached the Commission to inform them that the WV Preservation Conference will be held for the first time in Morgan County, May 12-14 at Cacapon State Park. He is asking for \$1,800 to create the PDF for a brochure that contains the town's history. He is also interested in giving a site tour from Fish Hatchery to Paw Paw. The President of the Historic Landmark Preservation Committee was in attendance and said that they are planning to do the same things that Mr. Abruzzi is recommending. The Commission asked Mr. Abruzzi to work with the Historic Landmark Preservation Committee on his idea. Commissioner Tuttle made a motion to approve funding for a brochure for New Deal Sites in Morgan County. President Clark voted no. Commissioner Tuttle voted no. Commissioner Forney voted no. Motion Failed.

Mr. Abruzzi, also approached the Commission asking for their support in adding the historic 1973 Parker Through Truss Bridge (Thurman W. Whisner Memorial Bridge) at Great Cacapon to WV's List of endangered properties. Commissioner Tuttle made a motion to approve a Letter of Support to add the Great Cacapon Bridge to the WV Endangered Property List. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

New Road Name

Commissioner Forney made a motion to approve the new road name as Triumph Way. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion Carried.

County Purchasing Policy

Commissioner Tuttle has been working on Purchasing Policy to adopt. He has received inputs from other counties and believes that there are certain things that can be removed from those policies to fit our purchasing policy. He would like to table the topic for another meeting.

Cacapon Ridge Recreation Trail

Commissioner Forney made a motion to establish a review committee for the Cacapon Ridge Recreation Trail consisting of 3 members: Commissioner Tuttle, Economic Development Director, Lyn Goodwin and County Administrator, Misty Clingerman. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried. Next steps are to open and review the proposals and rate the firms using the scorecards provided by Region 9.

Shentel Presentation

There were complications with the Zoom meeting. Shentel will present at the next Commission Meeting on December 3, 2025.

Microsoft Licenses

IT Director, Scott Bier, is figuring out how many licenses we need for the county's renewal. The licenses that we currently pay for for the Town of Bath will be charged to them under the new renewal contract.

EMS Commercial Billing Fee

Commissioner Forney explained that there have been two EMS Commercial Billing Fee public hearings for public input with very few in attendance. The EMS Board would like to implement a base fee of \$150 and follow a tiered approach ranging from \$200 for 2,000 square feet up to \$5,000 for more than 50,000 square feet. Commissioner Tuttle believes that an RFP should go out for bid, but he knows that timing is important. The Commission recommends that the EMS Board gets legal advice from Mr. Gay on changing of the ordinance for EMS Billing Fees. Commissioner Tuttle made a motion to authorize Commissioner Forney to move forward with changing the ordinance and to establish two public hearing dates. He authorizes the EMS Board to include Mr. Gay for legal advice. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Town of Bath Water Discussion

Mayor Greg Schene, Breana Farris and Mary Hickey approached the Commission to come to a shared agreement of the capacity of the Berkeley Springs Waterworks Water Plant. Greg ask the Commission what their assumptions of the capacity of the water plant are. Commissioner Forney stated that he is going off the public reports that the Town of Bath files with the Public Service Commission and the data from the GD&F Preliminary Engineering Report, averaging 340,000 gallons a day, pumping 17.8 hours a day. Commissioner Forney said that there are discrepancies in the ending report that says 94 million gallons sold, averaging 256,000 gallons usage, yet the Town of Bath says they pump 400,000 gallons a day. Greg reported that they bill 8-9 million gallons a month, but pump 12 million. They say that the loss is due to leaks and not charging the State Park or the Fire Department. They only have enough storage for 18 hours and need a secondary water source. The Town is concerned that they will not be able to pump enough water to supply the Water/Sewer Extension Project that is about to go out for bid. The Commission is frustrated with the commitment of supplying a secondary water source to the town because they keep threatening to pull out of the Water/Sewer Project. Greg said that regardless of things that happened, a second water source, storage issues, pressure in the lines, distribution all need to be addressed. The town did not want to use the water line at US Silica because they said that the lines are too faulty. Commissioner Forney said that there was a greater plan than just to assume that line. There was potential to explore a known water source than to waste money trying to find a different one and not being successful. Commissioner Forney addressed that growth in Morgan County is unique because we have no zoning. The county has no prior knowledge of plans of new businesses until they come before the Planning Commission. The Commission would like to create a partnership for the future to identify and develop a second water source, have a plant, and a distribution plant and how to make everything work. Commission suggested that the Town of Bath have an official action that clearly states a plan that will include the water/sewer extension project.

Administrator's Report

Commissioner Tuttle made a motion to hire Felicia Darlington as a part-time Grants/Secretary position starting December 8, 2025 at \$15.00 per hour. President Clark

voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Matt Pennington gave an update on the Wellness Center and requested to increase monthly membership fees. Commissioner Tuttle made a motion to set a new rate from the current \$26.50 to \$28.00 including tax for a monthly membership effective January 1, 2026. President Clark voted no. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Matt would like to run a Black Friday Special to include active members with a \$250 annual pass for a year membership. Commissioner Tuttle made a motion to approve Matt's new Membership Programs. President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Commissioner Forney made a motion to approve the compensation in the amount of \$15,000 to Debbie Weaver for the "Assessor's Additional Duties." President Clark voted yea. Commissioner Tuttle voted yea. Commissioner Forney voted yea. Motion carried.

Misty told the Commission that we need to figure out a solution for Animal Control's vehicles. They are currently down to one vehicle. The Commission said until they figure out a long term solution for vehicles, Animal Control can use the Tahoe.

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 12:40 pm.

Minutes submitted by M. Clingerman