

Morgan County Commission Meeting February 6, 2024

Members present:

Commissioner Sean Forney
Commissioner Joel Tuttle
Commissioner Bill Clark (via phone)

Staff Present:

Kimberly Nickles, County Clerk
Misty Clingerman, County Administrator (via phone)
Melanie Smith, Commission Secretary
Randy Stotler, Facilities Director
Ivory Brown, Animal Control Officer
Laura Breeden, Sheriff Tax Deputy
Dan James, Prosecutor

Items from the public

None.

Review and Approval of Agenda

Commissioner Clark made a motion to approve the agenda with the adjustments of adding the Emergency Absentee Voting Policy. Commissioner Tuttle voted yea and Commissioner Clark voted yea. Motion carried.

Administration Items

Addition of the Letter of Support Requesting the use of the Parking Lot

Commissioner Clark made an amended motion to add the letter of support to the agenda. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion Carried.

Letter of Support

Commissioner Clark made a motion to approve the letter of support to Debbie Dhayer for the use of the parking lot for a BSVFC fundraiser. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried

Approval of Meeting Minutes

Commissioner Tuttle made a motion to approve the meeting minutes from the February 1, 2024 BOE Meeting. Commissioner Tuttle voted yea and Commissioner Clark voted yea. Motion carried.

Assessor's Exonerations

None

Board of Equalization

None

Memorandum for Warm Springs Watershed Discussion

The memorandum states that after further discussion the local stakeholders wish to have the Town of Bath procure services for the development of the Water Shed Plan-EA using the locally led planning effort option. The Town of Bath will administer all contracts according to 2 CFR and their own procurement procedures as specified in the Cooperative Agreement, Statement of Work and all other documents. All fiscal responsibility to complete the Warm Springs Watershed Plan-EA will rest with the Town of Bath as specified in the Cooperative Agreement. The Morgan County Commission may need to participate in public outreach and meetings, or other information sessions but will not receive any project administration funding or bear any burden of responsibility in ensuring the Warm Springs Watershed Plan-EA as executed at this current Phase I Planning stage. The Town of Bath will be considered the Local Sponsor of the Warm Springs Watershed Plan-EA development and receive associated funding for direct costs for the project. Commissioner Tuttle made a motion to approve the Memorandum. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion Carried.

Approval of Absentee Voting Commissioners

Kimberly Nickles approached the Commission to request that Cathy Spielman, Democrat (no party), Mark Hill, Republican, and Lisa Webster, Republican serve as Emergency Absentee Voting Commissioners for the period of May 7, 2024 – May 14, 2024 for the Primary Election. Commissioner Tuttle made a motion to approve the three proposed Emergency Absentee Voting Commissioners. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

Emergency Absentee Voting Policy

Kimberly Nickles approached the Commission to request the adoption of the Emergency Absentee Voting Policy which states that a person qualified to vote an absentee voter's ballot, as defined by the West Virginia Code 3-3-1, who is (1) in a hospital or other duly licensed health care facility within a County adjacent to Morgan County or within thirty-five miles of the County Seat of Morgan County for medical treatment of (2) in a nursing home within the County, or adjacent to Morgan County may vote an absentee voter's ballot. Commissioner Clark made a motion to adopt the policy stating it would benefit the county. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

Possible Time Change for the February 21, 2024 County Commission/BOE Sine- Die Meeting to 1pm

A request was submitted to change the time for the February 21, 2024 County Commission/BOE Sine-Die Meeting to 1pm. Commissioner Clark made a motion to change the time for the February 21, 2024 meeting to 1pm. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion Carried.

Agenda Items

(President Forney joined the meeting late at this time)

Randy Stotler- Broom Pusher Attachment Discussion

Randy Stotler approached the Commission to request the purchase of a Ventrac Broom Pusher Attachment. Commissioner Clark made a motion to approve the purchase in the amount of \$6745.30 to be paid out of 424-45901. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

Dan James- PC Life Cycle Discussion – Request to purchase New Computers for the PA Office (Commissioner Tuttle recused himself)

Bryan Bandy from Document Solutions approached the Commission to request the purchase of one Dell Latitude 5540- CTO laptop for the Legal Secretary, four Dell Latitude 5540 – CTO laptops for the PA, APAs and Paralegal, 5 Dell Thunderbolt Docks, two Dell monitors, and three Dell Multiport Adaptors. Dan James and Bryan Bandy presented to the Commission their reasons for the need to purchase this equipment and quoted a total price of \$12,314.17. The final price of the equipment was reached after President Forney expressed concern that the original quoted price of \$13,721.03 was too expensive and asked Bryan Bandy to do some research to come up with a less expensive price, and to include line-item prices for each piece of equipment, which Bryan Bandy did. President Forney made a motion to approve the purchase of the computer equipment for \$12,314.17 out of 424-459. President Forney voted yea. Commissioner Clark voted yea. Motion carried.

Ivory Brown- Approval of New Full-Time hire for Animal Control

Ivory Brown from Animal Control approached the Commission to request approval to hire Dakota Carder, as a new full-time employee, making \$12.02/hour plus benefits. Commissioner Tuttle made a motion to hire Dakota Carder as a full-time 40-hour employee earning \$12.02/ hour plus benefits. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

Discussion/Possible Decision to Transfer Salaries from the 6.5% Fund to General County

Laura Breeden from the Sheriff's Tax Office approached the Commission to request that salaries and benefits from the 6.5% Fund be moved to General County for the Tax Office, so that all salaries are combined for the Budget and that the 6.5% Fund will now be invoiced for the Salaries/Benefits and will be reimbursed to the General Fund. Commissioner Tuttle made a motion to approve the request. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

Little League – Parks and Recs Funding Discussion / Possible Action

Morgan County Little league requested \$10,000 to cover the costs of Little League field rental fees at the cost of \$6,900, a Softball field at the cost of \$1,500, and a Soccer field at the cost of \$1,600. Commissioner Tuttle made a motion to cover the cost of the rental fees for Parks and Recs with funds coming out of the Hotel/ Motel Fund. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

Wellness Center CF Project- Audit Status and Explanation

President Forney gave a status update stating the USDA is requiring an appraisal of the Rankin building. If they get the loan, they would need an RFP for FY 23/24 for auditing purposes. They would need to provide a trial budget, and they need to find someone to do the audit soon.

Administrator's Report

None.

Consent Agenda

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

Recess

President Forney recessed the meeting at 11am.