

**Morgan County Commission Meeting  
December 4, 2024**

**Members present:**

Commissioner Sean Forney  
Commissioner Joel Tuttle  
Commissioner Bill Clark

**Staff Present:**

Kimberly Nickles, County Clerk  
Misty Clingerman, County Administrator  
Melanie Smith, Commission Secretary  
Marshall Younker, 911 Director  
Jason Hoover, OES Director

**APPROVED**  
DEC 18 2024  
PRESIDENT COUNTY COMMISSION  


**Items from the public**

David O'Connell from the Berkeley Springs Water Works updated the Commission on his plans to secure a contract for plant upgrades. If he is unable to contract a company, he will contact Region 9 for an on-call contract as a place marker for the December 18, 2024, Morgan County Commission Meeting to make the December 31, 2024, ARPA funding deadline.

**Review and Approval of Agenda**

Commissioner Clark made a motion to approve the agenda with the amendments to add a Personnel Salary discussion, a possible executive session to the 10:15 a.m. agenda item time slot, and a Potential Bid for the OES Building at 9:45 a.m. President Forney voted yea. Commissioner Clark voted yea. Motion carried.

**Administration Items**

**Approval of Meeting Minutes from 11/20/2024**

Commissioner Tuttle Made a motion to approve the Meeting Minutes from 11/20/2024 with the corrections to the Administrator's Report and the Mike Jenkins agenda item. President Forney voted yea. Commissioner Clark voted yea. Motion carried.

**Postage Machine for Tax Office**

Commissioner Clark made a motion to approve \$16,000 to pre-pay the third and fourth quarters of 2024/2025 for the Tax Office's postage machine. President Forney voted yea. Commissioner Clark voted yea. Motion carried.

**Assessor's Exonerations**

None.

**Agenda Items**

**Jason Hoover - OES Facility Building Bid Openings**

GHS Inc Concrete stone base, floor drains, and sewer lines \$48,264  
Timberline Pole Buildings erected building \$75,787  
Laughlin Contracting Group \$230,000 all-inclusive

Laughlin Contracting Group \$192,281 all-inclusive  
Titan Steel Structures for building \$90,520  
Construction Management Inc. \$196,405 footers, metal building and profit  
Construction Management Inc. Installation and finishing of concrete slab \$71,412  
Construction Management Inc. \$146,545

Commissioner Tuttle made a motion to have Jason Hoover negotiate a contract with Timberline Pole Buildings for the OES Building and GHS for the concrete work, drains, and sewer lines. The Commission requested that contracts in line with the budget be submitted by the next Morgan County Commission Meeting on December 18, 2024. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

#### **Ginger Roksandich – Support Resolution Request for Farmland Protection Board**

Ginger Roksandich presented the Commission with a request to support and sign a resolution for their support of the Voluntary Farmland Protection Act. Commissioner Tuttle made a motion to support the Resolution reaffirming their commitment according to State Code 8A-12-1. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

#### **Marshall Younker – Signing of Carolina Recording Systems LLC Contract**

Marshall Younker presented the Commission with an invoice from Carolina Recording Systems LLC for the NexLog Recording System in the amount of \$20,790. Commissioner Clark made a motion to approve the invoice payment. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

#### **Alice Lantz – Permission to Set Up Decoy 81 Memorial Bench**

Alice Lantz presented the Commission with a request to install a memorial bench in memory of the Decoy 81 plane crash. She would like to have it placed between the two flagpoles at the Courthouse. Commissioner Tuttle made a motion to approve the installation of the memorial bench pending review and approval by Nevin Camp, Morgan County Facilities Director. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

#### **Travel Berkeley Springs Annual Report**

Stephanie Rebant and Laura Smith presented the Commission with their annual report. They discussed several completed projects and projects in the works. The Commission thanked them for their report and for all they do to make Berkeley Springs a better place for our residents to live and a wonderful tourist destination.

#### **CNB – Citadel & Positive Pay Contracts**

The Commission engaged in a discussion regarding the Citadel & Positive Pay Contracts. Commissioner Tuttle made a motion to authorize the Commission President to sign the Citadel contract at an interest rate of 3.325% which is 70% of the FFTG rate of 4.75% with the addition of the following accounts: General Accounting, Morgan County 911, Coal Severance, Assessor's Valuation, Water Sewer Extension, Opioid Settlement, Farmland Protection, and Capital Reserve. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

Commissioner Tuttle made a motion to authorize the Commission President to sign the Positive Pay Contract. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

### **ARPA Budget Workshop**

Commissioner Tuttle presented the Commission with updated ARPA information.

### **Personnel Salary Discussion Possible Executive Session**

Commissioner Tuttle made a motion to enter into an Executive Session. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

Commissioner Tuttle made a motion to exit an Executive Session. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

The Commission discussed Personnel Salary and to move forward with the first candidate for the Wellness Manager Position and to take action at the next meeting. President Forney voted yea. Commissioner Clark voted yea. Commissioner Clark voted yea. Motion carried.

### **Administrator's Report**

None.

### **Consent Agenda**

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

### **Adjourn**

President Forney adjourned at 12:35 pm

Minutes submitted by M. Smith