

**Morgan County Commission Meeting  
March 20, 2024**

**Members present:**

Commissioner Sean Forney  
Commissioner Joel Tuttle  
Commissioner Bill Clark

**APPROVED**

APR 03 2024

PRESIDENT COUNTY COMMISSION



**Staff Present:**

Kimberly Nickles, County Clerk  
Misty Clingerman, County Administrator  
Marshall Younker, E-911 Director

**Items from the public**

None.

**Review and Approval of Agenda**

Commissioner Clark made a motion to approve the agenda with the addition of meeting minutes from the 03/11/2024 Budget Meeting and reviewing four bids for the clearing of the Pines Lot for the OES Building. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

**Administration Items**

**Approval of 03/06/2024 Meeting Minutes**

Commissioner Tuttle made a motion to approve the 03/06/2024 Budget Meeting Minutes. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

**Approval of 03/11/2024 Meeting Minutes**

Commissioner Tuttle made a motion to approve the 03/11/2024 Meeting Minutes. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

**Primary Election Officer Appointments**

Commissioner Clark made a motion to approve the Primary Election Officer Appointments for the May 14, 2024 Primary Election. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

**Agenda Items**

**Marshall Younker – New Full-Time Hire**

Marshall Younker approached the Commission for the approval of a new full-time hire to fill a vacant position, Mrs. Kaylee Myer. Commissioner Tuttle made a motion to approve the addition of Mrs. Kaylee Myer as a full-time hire at a start rate of \$16/hour beginning on April 1, 2024. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

**Kevin Duckwall – EMS Salary Enhancement Fund**

Kevin Duckwall approached the Commission to request Company 7's full disbursement from the EMS Salary Enhancement Fund. President Forney made a motion to allow the County Commission to write a check in the amount of \$143,817.42 from the EMS Salary Enhancement Fund to Company 7, expecting Company 7 to distribute those funds in compliance with the EMS Salary Enhancement Fund as recommended by the State. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

#### **Tammy Kees – Senior Life Center Transportation Program**

Tammy Kees approached the Commission to request funding for Senior Life Services of Morgan County Transportation Program. Commissioner Tuttle made a motion to approve a one-time donation in the amount of \$11,323.72 to Senior Life Services of Morgan County for Transportation on Demand for March, April, May, and June out of the ARPA Fund contingent upon the ability to donate it out of ARPA. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

#### **The Estate of Rodger Walter Williams, IV**

Mr. Williams approached the commission to request the removal of Jeanne M. Baker as the Administrator of the Estate of Rodger Walter Williams, IV. Commissioner Tuttle made a motion to approve David Williams petition to remove Mrs. Jeanne Baker as the Administrator of the Estate of Rodger Walter Williams, IV. President Forney voted nay. Commissioner Tuttle voted nay. Commissioner Clark voted nay. Motion failed.

#### **Nancy Strine – Home Public Hearing and Resolution**

Nancy Strine approached to Commission to request Morgan County Commission's participation in the Home Consortium of West Virginia. Commissioner Tuttle made a motion to approve the Resolution for the Morgan County Commission to participate in the Home Consortium of West Virginia for the period of July 2024 to June 2025. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

#### **HUD CDBG Grant - Fair Housing Documents**

President Forney made a motion to declare April as Fair Housing Month. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

#### **Review and approval of new BRCTC Pines Opportunity Center lease**

The Commission agrees to move forward with the new lease.

#### **RFP Discussion/Possible Action for Secondary Water Source for Extension Project**

The Commission discussed establishing an RFP to identify a secondary water source for the water expansion project. Commissioner Tuttle made a motion to authorize President Forney to move forward with establishing an RFP for the purposes of drilling a deep well and identifying a secondary water source for the water expansion project and Berkeley Springs Water Works. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

#### **Discussion/possible decision on Fire Protection Fund Disbursement**

The Commission discussed the distribution of the Fire Protection Fund disbursements. The Fire Protection Fund has \$63,692.09 in it and should be distributed to each Fire Company based on the percentage of calls they receive. Berkeley Springs Fire Company receives 51.07%, Cacapon receives 18.23%, Paw Paw Fire Company receives 15.30%, and South Morgan 15.30%. Total incident alerts are 1300 total for the past year - Berkeley Springs 664, Great Cacapon 237. Paw Paw 199, South Morgan 199. President Forney made a motion to distribute the funds from Fire Protection Fund equal to the percentage of calls each Fire Company run. The total amount to distribute to each Fire Company is \$32,527.55 to Berkeley Springs, \$11,611.06 to Great Cacapon, \$9,776.74 to Paw Paw, and \$9,776.74 to South Morgan. The funds are to be distributed pursuant to legislation that ties to the Fire Protection Fund. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

### **The Estimates for the Lot Clearing for the OES and Hand Radio Operators Location at the Pines**

The Commission received Four bids for the lot clearing for the OES and Hand Operators location at the Pines. The bids are as follows: G.H.S. in the amount of \$7,240.00, Pentoney Brother Contracting in the amount of \$11,000.00, Tree Works Land Development in the amount of \$15,000.00, Truax Tree Service in the amount of \$17,500.00. The best proposal is G.H.S in the amount of \$7,240.00. Commissioner Tuttle made a motion to authorize the proposal from G.H.S. in the amount of \$7,240.00 to be paid for out of ARPA. President Forney voted yea. Commissioner Tuttle voted yea. Commissioner Clark voted yea. Motion carried.

### **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.

### **Adjourn**

President Forney adjourned the meeting at 11:30am.

Minutes submitted by M. Smith

**Morgan County Commission Meeting  
March 27, 2024**

**Members present:**

Commissioner Sean Forney  
Commissioner Joel Tuttle  
Commissioner Bill Clark

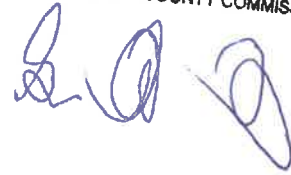
**Staff Present:**

Kimberly Nickles, County Clerk  
Misty Clingerman, County Administrator

**APPROVED**

APR 03 2024

PRESIDENT COUNTY COMMISSION



**Administration Items**

Commissioner Tuttle made a motion to approve FY 24/25 Budget in the amount of \$13,395,924.00. President Forney voted yea, Commissioner Tuttle voted yea and Commissioner Clark voted yea. Motion carried.

**Adjourn**

President Forney adjourned the meeting at 10:10 a.m.

Minutes submitted by M. Clingerman