

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
January 31, 2023**

OPENING

Commissioners Steve Deweese, C. Brian Ellis, and R. Andrew Skidmore were present when the 5:00 p.m. meeting convened in the old courtroom by County Clerk Brian Wood. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

1. Edit registers and checks

Commissioner Ellis made a motion to approve invoices as reflected in the edit registers. Commissioner Deweese seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Ellis made a motion to approve the January 10, 2023 minutes. Commissioner Deweese seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

None

COURT ORDERS APPROVED

Commissioner Ellis made a motion to approve and sign the following orders, personnel payroll changes and certifications:

1. An Order to make a payroll change for Luanne Runyon, Full-Time, Transfer Clerk, Department 406, \$16.21/hourly, effective January 23, 2023, as presented by the Commission Secretary
2. An Order to add to payroll for David J. Ward, Full-Time, Bailiff/Courthouse Security, Department 730, \$15.00/hourly, effective January 30, 2023, as presented by the Commission Secretary

3. An Order to add to payroll for Jonathan Jones, Full-Time, Paramedic, Department 715, \$15.70/hourly, effective January 20, 2023, as presented by the Commission Secretary
4. An Order to add to payroll for Devon Daugherty, Part-Time, EMT, Department 715, \$12.70/hourly, effective January 26, 2023, as presented by the Commission Secretary
5. An Order to add to payroll for Seth A. Lewis, Full-Time, Deputy Sheriff, Department 700, \$22.75/hourly, effective February 12, 2023, as presented by the Commission Secretary
6. An Order to add to payroll for Lindy Legg, Full-Time, Telecommunicator, Department 712, \$19.00/hourly, effective February 13, 2023, as presented by the Commission Secretary
7. An Order to add to payroll for Elizabeth Adkins, Full-Time, Telecommunicator, Department 712, \$19.00/hourly, effective February 13, 2023, as presented by the Commission Secretary
8. An Order to add to payroll for Haley Legg, Full-Time, Telecommunicator, Department 712, \$19.00/hourly, effective February 13, 2023, as presented by the Commission Secretary

Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve payment of invoices and orders as presented.

1. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,120.00 payable to Henning Counseling and Consultation, LLC (Invoice for 1/3/23-1/6/23 Invoice)
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,435.00 payable to Henning Counseling and Consultation, LLC (1/9/23-1/12/23 Invoice)
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$700.00 payable to Henning Counseling and Consultation, LLC (1/17/23-1/20/23 Invoice)
4. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,015.00 payable to Henning Counseling and Consultation, LLC (1/23/23-1/26/23 Invoice)
5. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$49.34 payable to ODP Business Solutions, LLC
6. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$160.00 payable to Reconnect, Inc. (Nov. 2022 Invoice)
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,244.00 payable to Track Group

8. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$739.00 payable to QLABS
9. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$46.69 payable to Compton Office Machine Company

Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

James McDade, 131 Frazier Lane, Red House, Commander of The American Legion Post, Winfield and a member of the Marine Corp League Detachment, Hurricane spoke to request permission to start the process in having a Gold Star Family Memorial Monument erected in Putnam County. Commissioners gave approval to for Mr. McDade to start the process and to talk to Tim Hanna regarding Grant writing for funds for this project.

Mark White spoke about issues with DAEA, complaints against his neighbor, Harold Cathey of Scary Creek, nothing being done towards Mr. Cathey to get his property cleaned up. Jonathan Smith, Planning Office, stated he believed sanctions have been filed, said he will confirm and if so, he will need to get with Larry Frye, County Attorney, to see what the next step will be. Commissioner Skidmore stated that if sanctions have been filed, the next step will be for the county to hire a contractor to clean up Mr. Cathey's property and put a lien on the property until the cleanup bill is paid by Mr. Cathey.

Christine Cochran, 4360 Jim Ridge Road, Liberty, spoke in regard to the Jim Ridge Water Project. Ms. Cochran was wanting on update on the progress of the project. Commissioner Skidmore and Mr. Young both stated the bids for the project will be going out before Springtime and should be hiring a contractor within the next two months.

ESTATE SETTLEMENTS

The Fiduciary Supervisor Mr. Frye presented the following documents to the Commission and recommended that they be approved as presented:

SHORT FORM SETTLEMENTS: Sonia Louise Burdette, Patsy Jean McGregor Elliott, Arnold Ray Ferguson, Ruth Evelyn Graham, Donal Jeffrey Greene, Dennis Evert Hawley, Michael Allen Joplin, Robert Hughston Lanham, Sr., David John Matulis, Clarence Harold McGill, Jr., Judith Ann O'Brien, Beverly Carol Racer, Hurshell A. Roach, Myrtle Rumbaugh, Larry Edward Sayre, Colleen Y. Talbert, Arbie Lee Webb

LONG FORM SETTLEMENTS: Lawanna Estella Porter

CERTIFICATES OF COMPLETION:

None

REPORT AND NOTICE OF FIDUCIARY SUPERVISOR ON ORDER TO SHOW CAUSE AGAINST DELINQUENT OR UNPROGRESSED ESTATE (NO GOOD CAUSE SHOWN):

None

An Order to disburse the sum of \$216.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

An Order to correct an error in the bond increase in the Estate of Wanda Harrison

An Order of "Appointment List" of Actions of Fiduciary Supervisor from January 7, 2023 through January 27, 2023

Commissioner Ellis made a motion to approve the documents as presented and authorize the President to sign. Commissioner Deweese seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

None

PROCLAMATION

Commissioner Deweese read Gabe Garrison Proclamation

LARRY FRYE, COUNTY ATTORNEY

Commissioner Ellis made a motion to Administratively close the Estates of: Sandra Denise McKneely; Darrell Lee Scarberry; William Shamblin; William Boyd Shamblin; and John Pizzuto. Commissioner Deweese seconded the motion. The motion carried unanimously.

SILLING ARCHITECT'S

Putnam County Extension Masonry Restoration Project bids:

#1 Buckeye Construction & Restoration, Waterford OH, Base Bid \$132,199.00; Alternate 1 Bid for gutter lining \$20,166.00

#2 Coon Restoration & Sealants, Louisville OH, Base Bid \$154,218.00; Alternate 1 Bid \$43,500.00

#3 Trisco Systems, Lima OH, Base Bid \$110,905.00; Alternate 1 Bid \$43,084.00.

Commissioner Ellis made a motion to table the bids for staff to review until the next Commission meeting on February 14, 2023 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

TIM HANNA, PROJECT COORDINATOR

The following Mayors spoke requesting money from the Stephen A. Andes Recreation Enhancement Fund Grant and what the money would be used for.

- * Mayor of Winfield, Mayor Randy Barret, requesting \$18,400.00
- * Mayor of Buffalo, Mayor Conrad Cain, requesting \$24,800.00
- * Mayor of Bancroft, Mayor Jami Hayes, requesting \$19,254.59
- * Mayor of Eleanor, Mayor Cam Clendenin, requesting \$19,646.74
- * Mayor Poca, Mayor William Jones, requesting \$37,383.20
- * Putnam County Fair Board, Andrew Parsons, requesting \$9,677.000

Commissioner Ellis made a motion to table this project decision until after the March budgeting meeting as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

BRIAN WOOD, COUNTY CLERK

Commissioner Ellis made a motion to approve the City of Hurricane Municipal Elections to be conducted on the County's General Ballot starting November 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

JONATHAN SMITH, PLANNER

Commissioner Ellis made a motion to take DAEA Cases 2022-44 & 2021-06 off table. Commissioner Deweese seconded the motion. Commissioner Skidmore stated that we have a motion and a second to take off the table DAEA Cases 2022-44 & 2021-06 as presented. The motion carried unanimously.

DAEA Case 2021-06 Order was originally filed and recorded on May 28, 2021. The Order was to repair the dilapidated structure, demolish the fence, clean up the debris and overgrown vegetation. Work appears to have started on the property in the summer of 2021. During the course of the work, workers noticed a white foam substance coming up from the ground. EPA got involved and did testing on the soil of the property, no violations were found. DEP has also

gotten involved and are conducting testing on the soil of the property. Mr. LaFon stated to let his client and him know what specifically needs to be done to the property and it will be taken care of. Commissioner Skidmore stated the deed will be researched to see if a fence is to stay erected on the property, wait on the DEP results. Commissioner Skidmore told Mr. LaFon to follow up with his client to clean up the debris and material, left over fencing, etc.

DAEA Case 2022-44 was originally Tabled in June 2022. July 2022, sanctions were placed at \$25/day for thirty (30) days. In September 2022, supposed to re-evaluate the progress of the cleanup of the property.

Commissioner Ellis made a motion to dismiss DAEA Case 2022-44 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to waive the sanctions on DAEA Case 2022-44. Commissioner Deweese seconded the motion. The motion carried unanimously.

VALDEACOURT

Commissioner Ellis made a motion to take DAEA Case 2022-02 off table. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to continue the public hearing. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Skidmore opened up the floor to anyone wanting to speak on behalf of the rezoning of Valdeacourt Farm Limited Partnership. The following landowners spoke in opposition to this rezoning of property: Attorney Tim Lafon spoke for Mark Reed 10700 Hurricane Creek Road; Edward Cramer 10067 Hurricane Creek Road; Mike Samples 9817 Hurricane Creek Road; Sherry Wells 9945 Hurricane Creek Road; Roger Wells 9945 Hurricane Creek Road; Rosalie Boyles 117 Deerfield Drive; Christina McComas 95 Manor Way; Brenna Bukaty 138 Deerfield; Shirley Jones 939 Evergreen Road; Courtlandt Smith; Kim Murphy 10 Shady Lane; Kim Smith 12 Shady Lane; Leland Brown 4 Terra Way

Commissioner Ellis made a motion to close public hearing. Commissioner Deweese seconded the motion. The motion carried unanimously.

Criteria #1 – Will the proposed amendment protect and promote the public health, safety, convenience, morals, and general welfare. Commissioner Ellis voted yes. Commissioner Deweese voted no. Commissioner Skidmore voted no.

Criteria #2 – Is the amendment consistent in achieving the objectives of the adopted Comprehensive Plan, US 35 Corridor Management Plan, and the Teays Valley Land Use Plan? Commissioner Ellis voted yes. Commissioner Deweese voted no. Commissioner Skidmore voted yes.

Commissioner Ellis made a motion to approve the rezoning. Commissioner Skidmore hearing no second, motion dies. Commissioner Deweese made a motion to deny. Commissioner Skidmore seconded the motion. The motion to deny the rezoning request was approved by votes of two (2) ya's to one (1) nay.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion for the Commission President to sign all documents as required to accept Change Order #5 – Swope Construction (Putnam County Sheriff Facility Project) as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Approve a payment to AEP in the amount of \$2,524.33 for Electrical Service to the new Sheriff's Facility. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Order to issue a check from the General County Fund (#001-442-5-67.N), in the amount of \$900.00, payable to Reclaim Company LLC for an asbestos inspection of 6321 S Poca River Road. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Order to issue a check from the General County Fund (#001-412-5-68.0), in the amount of \$65,000.00, payable to the WVU Cooperative Extension Service as contribution for FY2022-23. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the following orders as presented by Mr. Young.

1. An Order to transfer from the 911-07 Fund in the amount of \$23,751.57 to US Bank for 911 Console Replacement Parts
2. An Order to transfer from the 911-07 Fund in the amount of \$6,605.00 to Cummins Sales and Service for the Winfield Tower Generator Transfer Switch

Commissioner Deweese seconded the motion. The motion carried unanimously.

ADJOURN

At 7:17 p.m., having no further business, Commissioner Ellis made a motion and Commissioner Dewese seconded to adjourn the regular session of the County Commission until Tuesday, February 14, 2023, at 9:00 a.m.

Respectfully submitted,

Melissa Smith
Executive Assistant