

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
February 28, 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. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

1. Edit registers and checks
2. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$19,106.26 for the month of November 2022
3. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$21,977.09 for the month of December 2022
4. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$26,176.10 for the month of January 2023

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

Commissioner Ellis made a motion to approve the orders as presented by Mr. Wood. Commissioner Deweese seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Ellis made a motion to approve the February 14, 2023 minutes. Commissioner Deweese seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

Commissioner Ellis made a motion to rescind the order for Roger D. Chaffin, ET UX. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Erroneous Assessments as presented:

Three (3) for Richard M. Crout ET UX, Francis Elaine Anderson, Gary L. or Betty Jane Collins, Cherokee M. Cox, Daniel Early, Two (2) for Scotty or Kathryn Hill, Todd Higginbotham, Zach or

Harley Hill, Kent & Julie Magee Revocable Trust, Timothy & Sheila D. Martin, Socorro or Oscar Mesina, Gregory James &/or Brenna Mitchell, Jessica R. (Medley) Odell, Gina Lee (Lathey) Quijano, Two (2) for Tina M. Skaggs, Travis Womack, Ricky Allen Withrow, Timothy Wysong, 22 Erroneous Assessments were approved totaling \$10,508.25 in deduction of taxes.

Commissioner Deweese seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

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

1. An Order to add to payroll for Rhonda E. Henning, Grant-Funded Temporary Full-Time, Day Report, Department 731, \$60,000.00/annually/24 equal installments of \$2,500.00, effective March 1, 2023 as presented by the Commission Secretary
2. An Order to make a payroll change for Noah Miller, Full-time, Deputy Sheriff, Department 700, \$22.75/hourly, effective November 1, 2022 as presented by the Commission Secretary
3. An Order to make a payroll change for Matthew Wood, Full-time, Deputy Sheriff, Department 700, \$22.75/hourly, effective November 1, 2022 as presented by the Commission Secretary
4. An Order to make a payroll change for Ryan Moses, Full-Time, Deputy Sheriff, Department 700, \$22.75/hourly, effective November 1, 2022 as presented by the Commission Secretary
5. An Order to make a payroll change for Angela Belcher, Full-Time, Deputy Clerk/Record Room, Department 402, \$14.57/hourly, effective February 20, 2023 as presented by the Commission Secretary
6. An Order to make a payroll change for Jill Burnside, Full-Time, Deputy Clerk/Voters, Department 402, \$18.07/hourly, effective February 20, 2023 as presented by the Commission Secretary
7. An Order to make a payroll change for Lisa Copley, Full-Time, Accountant, Department 402, \$62,665/annually, effective February 20, 2023 as presented by the Commission Secretary
8. An Order to make a payroll change for Marcy Fewell, Full-Time, Senior Deputy Clerk/Voters, Department 402, \$25.07/hourly, effective February 20, 2023 as presented by the Commission Secretary
9. An Order to make a payroll change for Krista Goodwin, Full-Time, Deputy Clerk/Voters,

Department 402, \$14.32/hourly, effective February 20, 2023 as presented by the Commission Secretary

10. An Order to make a payroll change for Regina Hull, Full-Time, Deputy Clerk/Record Room, Department 402, \$16.32/hourly, effective February 20, 2023 as presented by the Commission Secretary
11. An Order to make a payroll change for Cindy Powell, Full-Time, Deputy Clerk/Record Room, Department 402, \$14.32/hourly, effective February 20, 2023 as presented by the Commission Secretary
12. An Order to make a payroll change for Jennifer Stark, Full-Time, Payroll, Department 402, \$22.32/hourly, effective February 20, 2023 as presented by the Commission Secretary
13. An Order to make a payroll change for Colleen Stone, Full-Time, Senior Deputy Clerk/Record Room, Department 402, \$24.07/hourly, effective February 20, 2023 as presented by the Commission Secretary
14. An Order to make a payroll change for Kenessa Thompson, Full-Time, Deputy Clerk/Record Room, Department 402, \$14.82/hourly, effective February 20, 2023 as presented by the Commission Secretary
15. An Order to delete from payroll for Kathy Rayburn, Full-Time, Teller, Department 404, effective February 15, 2023 as presented by the Commission Secretary
16. An Order to add to payroll for Caitlyn Boyles, Full-Time, Conservator Accounts Manager, Department 404, \$15.50/hourly, effective January 23, 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 \$1,540.00 payable to Henning Counseling and Consultation, LLC
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,445.00 payable to State of WV BD of Risk Insurance MGMT
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,173.50 payable to Track Group
4. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$98.39 payable to ODP Business Solutions, LLC

Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Sheriff Bobby Eggleton spoke about the county needing an additional wrecker service for emergencies. As of right now, the wrecker services need to be in operation for one (1) year within the county before they can be contracted out. Sheriff Eggleton requested that the Commissioners reevaluate the one year in service.

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: Steven Ryan Call, Gladys Cordelia Casto, Alfred George Denkins, II, John Allen Gallaspie II, Velva Pearl Landers Gibson, George McDonald Keeney, Judith Ann Pennington, Catherine Saralee Raynes, Kermit Gene Short, William Coy Smith, Donald Bruce Thompson, James E. York

Long Form Settlements: None

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 \$149.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

An Order approving the Recommendations of the Fiduciary Commissioner Harvey D. Peyton in the Estate of Thomas Dudley Johnson, Sr.

An Order of "Appointment List" of Actions of Fiduciary Supervisor from February 11, 2023 through February 24, 2023

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

EXECUTIVE SESSION

At 5:06 p.m. Commissioner Ellis made a motion to enter into executive session for the purpose of a board interview. Commissioner Deweese seconded the motion. The motion carried unanimously.

At 5:14 p.m., Commissioner Ellis made a motion to enter back into regular session. Commissioner Deweese seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Ellis made a motion to appoint Donald N. Pauley to serve on the Putnam County Planning Commission, effective February 28, 2023, with a term to expire on February 6, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

JAMEY HUNT, DAY REPORT DIRECTOR

Commissioner Ellis made a motion for the Commission President to sign all necessary documents for the Community Corrections Grant Application FY2024. Commissioner Deweese seconded the motion. The motion carried unanimously.

OUTSIDE AGENCIES BUDGET PRESENTATIONS

The following Agencies presented their Budget Request for FY2024:

- Jamey Hunt – Day Report
- Megan Tarbett – Putnam County Library
- Crystal Moberly – Putnam County Health Department
- Christa Snodgrass – Putnam County Fair Board
- Justin Williams – Putnam County Parks & Recreation
- Tim Sayre – WVU Extension
- Morganne Tenney – Putnam County Development Authority Board

CHARITY FELLURE, PUTNAM COUNTY SOLID WASTE AUTHORITY

Charity gave a report of their programs and plans for 2023 such as educational programs in the libraries, home school student programs, school recycle fund raising in schools, tire collection recycling.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to approve the Order and for the Commission President to sign all necessary documents for Buckeye Construction. Commissioner Deweese seconded the motion. The motion carried unanimously.

RONNIE LOVEJOY, FIBEROPTIC DIRECTOR

Commissioner Ellis made a motion to approve the quotes for the Labor Agreement through the General Services Administration (GSA) Federal Pricing from Mountain State Fiber for the Putnam County Fiberoptic Broadband Project. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion for the Commission President to sign all necessary documents for the Labor Agreement through the General Services Administration (GSA) Federal Pricing from Mountain State Fiber for the Putnam County Fiberoptic Broadband Project. Commissioner Deweese seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to accept the Budget Revision Form for the County Commission, Department #401 for Conference Room Chairs as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Budget Revision Form for Elections, Department #413 for Equipment (Maintenance) as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Budget Revision Form for Putnam County Sheriff's Department, Department #700 for Full Time Overtime as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Budget Revision Form for OES, Department #711 for Professional Services as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Budget Revision Form for 911, Department #712 for training as presented by Mr. Young. 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 to US Bank, in the amount of \$6,504.80 for 911 Center Time Clocks and Console Parts
2. An Order to transfer from the 911-07 Fund to Carolina Recording Systems, LLC in the amount of \$18,415.00 for Equipment Cost for Recorder Upgrade

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 (# 001-443-5-67.H), in the amount of \$13,210.00 payable to Silling Associates, Inc. for the Design and Bid work out of the Courthouse Facilities Improvement Authority Grant, Project Number 19cycPutna2022 as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

ADJOURN

At 6:38 p.m., having no further business, Commissioner Ellis made a motion and Commissioner Deweese seconded to adjourn the regular session of the County Commission until Tuesday March 14, 2023 at 9:00 a.m.

Respectfully submitted,

Melissa Smith
Secretary