

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

**MINUTES  
PUTNAM COUNTY COMMISSION REGULAR SESSION  
March 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 General County Fund to the Putnam County Employee Benefit Fund, the sum of \$8,989.00 for 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 March 14, 2023 minutes. Commissioner Deweese seconded the motion. The motion carried unanimously.

**ERRONEOUS ASSESSMENTS**

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

FLSMIDTH USA INC., Billy L. Ashworth, CASA Grande Mexican Grill, Gary W. or Carolyn S. Conner, Corner Fireworks c/o Joe Rumbaugh, Cherokee Cox, David &/or Bethany D. Ferris, William F. &/or Addie Naomi Fryer Jr., Elizabeth &/or Douglas E. Gates, Carolyn L. Haikal, Jerald Harrison, JLW Properties, Jeannie (Botkins) Jividen, Lora (Matthews) Keiser, Stephen L. &/or Beverly Meeks, Two (2) for Regina (Blair) Nida, Crystal &/or James A. Rader Jr., Michael J. Sigman, Cheryl A. Stuart, Cheryl A. or Matthew T. Stuart, Timothy A. or Cynthia Turner, Travis Womack

23 Erroneous Assessments were approved totaling \$119,799.42 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 Cheyenna Casey Manley, Full-Time, Teller, Department 404, \$14.00/hourly, effective March 20, 2023 as presented by the Commission Secretary
2. An Order to make a payroll change for Brian D. Hall, Full-Time, Deputy Sheriff, Department 700, \$31.00/hourly, effective April 2, 2023 as presented by the Commission Secretary
3. An Order to make a payroll change for David W. Dolin, Full-Time, Deputy Sheriff, Department 700, \$27.00/hourly, effective April 2, 2023 as presented by the Commission Secretary
4. An Order to make a payroll change for Keegan M. Mullins, Full-Time, Deputy Sheriff, Department 700, \$24.00/hourly, effective April 2, 2023 as presented by the Commission Secretary
5. An Order to make a payroll change for James W. Chandler, Full-Time, Deputy Sheriff, Department 700, \$24.00/hourly, effective April 2, 2023 as presented by the Commission Secretary
6. An Order to add to payroll for Kathryn Miller, Full-Time, Courthouse Security/Bailiff, Department 730, \$15.00/hourly, effective April 2, 2023 as presented by the Commission Secretary
7. An Order to remove from payroll for Cory Bell, Part-Time, EMT, Department 715, effective March 27, 2023 as presented by the Commission Secretary
8. An Order to remove from payroll for Joseph Brander, Part-Time, EMT, Department 715, effective March 27, 2023 as presented by the Commission Secretary
9. An Order to add to payroll for Benjamin Radenheimer, Part-Time, EMT, Department 715, \$12.70/hourly, effective March 29, 2023 as presented by the Commission Secretary
10. An Order to add to payroll for Peter Burgeson, Part-Time, EMT, Department 715, \$12.70/hourly, effective March 29, 2023 as presented by the Commission Secretary
11. An Order to add to payroll for John Miller, Part-Time, EMT, Department 715, \$12.70/hourly, effective March 29, 2023 as presented by the Commission Secretary

Commissioner Dewese 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 \$1,725.00 payable to Kimberly Sizemore (December 2022 invoice)

Commissioner Deweese seconded the motion. The motion carried unanimously.

## **PUBLIC COMMENT**

None

## **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:** Dempsey Dale Casto, Robin Charlene Collins, Loretta Marcetus Thacker Craddock, Charles Elsworth Delaney, Kenneth William Eastwood, Thomas G. Hudson, Anna Lee Hughes, Anna Moore, Barbara Ann Mayers, Carrel Melvin, Prince, Jr., Rita Sharon Searls

**Long Form Settlements:** None

**Certificates of Completion:** None

An Order to disburse the sum of \$132.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

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

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

## **PROCLAMATION**

Larry Frye read the Fair Housing Month of April Proclamation

Commissioner Ellis made a motion to approve the Proclamation as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

## **ANDY SKIDMORE, COMMISSION PRESIDENT**

Commissioner Skidmore announced the Stephen A. Andes Putnam County Recreation Enhancement Grant Awards for 2023: Town of Winfield \$18,400.00; Town of Buffalo \$24,800.00; Town of Bancroft \$19,254.59; Town of Eleanor \$19,646.74; Town of Poca \$37,383.20; Putnam County Fair Board \$9,677.00.

### **JIM NAGY, TERRADON & TERRY MARTIN, RIC**

Jim Nagy & Terry Martin gave an update and answered questions regarding the Jim Ridge Phase II Waterline Extension Project. The first Bid ad will run on March 30, Bid Opening will be April 25, award contract to Contractor by June 1, with construction starting in July.

Wesley Landers, Mud Lick Red House, spoke about getting water out Mud Lick Road.

Sheriff Eggleton spoke as a resident, his concerns with the water project taking so long.

Christine Cochran wanted clarifications on the process of running the Bid ads, Bid Opening and where on Jim Ridge will they start the project.

### **EXECUTIVE SESSION**

At 5:37 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 6:00 p.m. Commissioner Ellis made a motion to enter back into regular session. Commissioner Deweese seconded the motion. The motion carried unanimously.

### **LARRY FRYE, COUNTY ATTORNEY**

Commissioner Ellis made a motion to Administratively Close the Estates and authorize the Commission President to sign all necessary documents for the estates of Luther Lee Buzzard, Jr.; Thomas Maryl Byrd; Alberta L. Lovejoy-Page; Timothy Damon Mitchell; Walter Roland Shott; and Martha Jean Toney. Commissioner Deweese seconded the motion. The motion carried unanimously.

### **JEREMY YOUNG, COUNTY MANAGER**

Mr. Young presented the FY 2024 Budget. Commissioner Ellis made a motion to authorize the FY2024 Budget as presented and authorize advertisement in the newspaper. Commissioner Deweese seconded the motion. The motion carried unanimously.

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

Commissioner Ellis made a motion to accept the Budget Revision for 911, Department #712 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 \$4,097.74 for 911 Console Replacement Parts
2. An Order to transfer from the 911-07 Fund to Gary Kale, in the amount of \$9,000.00 for Kale Tower Sited Property Lease 2023-2024
3. An Order to transfer from the 911-07 Fund to CentralSquare Technologies, LLC, in the amount of \$8,677.50 for CAD Interface

Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Order to issue a check from the Covid-19 Fund (206-809-5-66.0), in the amount of \$51,664.83 payable to the Water & Sewer Fund #45 for future water projects as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Order for the Clerk to close COVID-19 Fund #206 once all checks have cleared as presented by Mr. Young. 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 (#001-401-2-24.0) in the amount of \$21,240.00 payable to the WV State Auditor's Office for the second half invoice for the FY2022 financial audit as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Hotel/Motel Tax Fund to the Convention and Visitors Bureau in the amount of \$43,750.00, to Parks and Recreation Commission in the amount of \$25,000.00, and to Recreation Enhancement Fund in the amount of \$18,750 as presented by Mr. Young. 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 \$19,200.00 payable to Reclaim Company LLC for demolition and disposal of 6321 S Poca River Road, as presented by Mr. Young. 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 \$645.00 payable to Silling Associates, Inc. for Construction Administration out of the Courthouse Facilities Improvement Authority Grant, Project Number 19cyPutna2022, as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

### **BOARD APPOINTMENT**

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

Commissioner Ellis made a motion to appoint Sargent T.W. Tippet to serve on the Putnam County E911 Board, effective March 14, 2023, with a term to expire on June 30, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Deweese made a motion to appoint Adam Sigman to serve on the Putnam County Planning Commission to fill the expired term of Jason Asbury. The motion dies due to lack of second.

### **ADJOURN**

At 6:14 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 April 11, 2023 at 9:00 a.m.

Respectfully submitted,

Melissa Smith  
Secretary