

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
April 11, 2023**

OPENING

Commissioners Steve Deweese, C. Brian Ellis, and R. Andrew Skidmore were present when the 9:00 a.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 \$9,065.50 for February 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 28, 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 Tim Hanna, Full-Time, Assistant County Manager, Department 401, \$55,000.00/salary, effective April 1, 2023 as presented by the Commission Secretary

2. An Order to add to payroll for Kyla Coonrod, Part-Time, EMT, Department 715, \$12.70/hourly, effective April 5, 2023 as presented by the Commission Secretary
3. An Order to make a payroll change for Katelyn Barr, Full-Time, Legal Assistant, Department 405, \$19.20/hourly, effective September 29, 2022 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 \$160.00 payable to Reconnect, Inc
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$15.08 payable to ODP Business Solutions, LLC
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$2,017.50 payable to Kimberly Sizemore (March invoice)
4. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$71.86 payable to Compton Office Machine Company
5. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$264.00 payable to QLABS
6. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$44.00 payable to West Virginia Justice and Community Services
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,155.50 payable to Track Group

Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Mary Davis, Planning Commission Board member asked three (3) questions about the Planning Commission Board:

1. What is the liability for the County Commission when someone is serving on a Board with an unexpired term and you have interviewed other citizens who are willing to serve?
2. What legal standing do you have to leave someone sitting on an unexpired terms President on the Planning Commission?
3. How can someone sit on a board with an unexpired term and continue to make decisions and casting votes towards crucial infrastructure projects that effects citizens and businesses of Putnam County?

Commissioner Skidmore replied that County Attorney, Larry Frye will research.

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: Clara Faye Blackshire, Eva Mae Coleman, Ramona Louise Craig, Lowell Jackson Fellure, Billy Don Fore, Jr., Dale Eugene Grant, William Howard Ingraham, Elizabeth Mae Jordan, Mavis L. Kelly, Burchel Lee Lake, Wanda Lake, Lawrence Randall Lipscomb, William Franklin Martin, Mary Eulalia Ruby, Arnold Guy Stephens, Walton Maxie Taylor

Long Form Settlements: None

Certificates of Completion: Elizabeth A. Martin, Russell Edgar Randolph, Sr., Valena Ellen Rhea, Randal Ray Wyant

An Order to disburse the sum of \$125.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees

An Order to disburse the sum of \$240.00 from the Fiduciary special Fund made payable to Brian Wood, Clerk, for recording settlements

A General Order to Show Cause for the Estates of Phyllis P. Rhule, Tohomas M. Rhule, Jeanette Marie Simmons, Beulah I. Sovine, Eula (Evla) Marie Sovine, Roy Sovine, and William Sovine

An Order of "Appointment List" of Actions of Fiduciary Supervisor from March 25, 2023 through April 7, 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.

BOBBY EGGLETON, SHERIFF

Sheriff Eggleton recognized deputies on their promotions: Lieutenant Brian Hall, Sergeant David Dolin, Corporal Keegan Mullins, and Corporal James Chandler.

DAVID COLL, COUNTY PLANNER

Mr. Coll spoke about Text Amendment 2023-01 to amend Article 1150.03 – Site Plan Review – Application Process of the Zoning Ordinance of the Zoned Unincorporated Areas process by not

requiring full engineering documents prior to issuance of a special permit by the Board of Zoning Appeals.

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

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

Putnam County Commission made the following FINDINGS OF FACTS:

1. The Text Amendment 2023-01 **WILL** protect and promote public health, safety, convenience, moral and general welfare because: Per Commissioner Ellis, the amendment will make it easier to do business in Putnam County and potentially less expensive for developers. The Commissioners believe this will ultimately benefit the citizens of Putnam County.
2. It **IS** consistent with the adopted Comprehensive Plan, the U.S. Corridor 35 Plan, and the Teays Valley Land Use Plan because: Per Commissioner Ellis, for the same reasons listed above.
3. Commissioner Ellis made a motion to approve Text Amendment 2023-01 as modified. Commissioner Deweese seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Mr. Frye spoke about the current Towing Policy for Putnam County, West Virginia and the modifications that can be made to the policy.

Brad Wiseman spoke about needing more towing in the county.

Sharlene Wiseman spoke about the towing policy.

Garry Casto, owner of C & G Towing spoke about the towing policy.

Shane Randolph, volunteer with Buffalo Fire Department spoke about needing another towing company to help alleviate the wait time on a towing company.

Kimberly Humphrey spoke about the towing policy.

Chris Reed Hurricane Wrecker spoke about the towing policy.

Commissioner Deweese stated he pulled 27 public records from Kanawha County regarding Ricky Howell. Commissioner Deweese talked about a couple of the judgments against Mr. Howell and he does not want a wrecker service within the county if it's employees actions are against the residents the towing company is servicing whether it is from removing a driver/vehicle from a wreck before the police show up to taking items out of a vehicle and destroying them. Commissioner Deweese does not want a wrecker service in the county where the employees have had judgments against them.

Sheriff Bobby Eggleton spoke about the towing policy.

Commissioner Skidmore asked if there was any interest in changing the current towing policy. Commissioner Ellis stated that he is not in favor of changing the towing policy. Commissioner Deweese is not in favor of changing the towing policy. Commissioner Skidmore stated that the towing policy stays in place as is.

Mr. Frye spoke about the possible decision to adopt and approve a deed to purchase and transfer property on Poplar Fork Road owned by Putnam PSD to the Putnam County Commission and a "Petition for Consent and Approval to Sell Real Estate."

Mikyle White spoke about the positives of having another 911 site.

Commissioner Ellis made a motion for the Commissioner President to sign all necessary documents on the joint petition for the West Virginia PSC to buy the building as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Mr. Frye spoke about the Commissioners needing to sign an order supplementing the record relating to the Timothy Spradling rezoning request and ordering the documents to be filed in the office of the Clerk of the County Commission.

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

TIM HANNA, ASSISTANT COUNTY MANAGER

Commissioner Ellis made a motion to approve the FY2023 HAVA Security Grant Application. 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 Putnam County Sheriff's Department, Department #700 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 #730 as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Order to issue a check from the General County Fund (#024-430-5-67.0) in the amount of \$19,646.74 payable to the Town of Eleanor for reimbursement out of the Stephen A. Andes Recreation Enhancement Fund, as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Order to transfer from the 911-07 Fund to Electronic Services Inc in the amount of \$19,726.02 (Hurricane and New Coal Mountain Tower

Equipment) as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Order to issue a check from the Water and Sewer Fund (045-809-5-66) in the amount of \$21,000.00 (invoice #38568, 38767, 38962, 39166, 39914) payable to Terradon Corporation for engineering services for the Jim Ridge Phase 2 Water Project. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Order to issue a check from the Technology Fund (020-482-2-30.0) in the amount of \$9,375.00 payable to Vandalia Digital for invoice #1689 for website design services. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Order to issue a check from the General County Fund (001-401-5-68.0) in the amount of \$536.00 payable to the Putnam County Health Department for proceeds from the surplus property auction. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Order to issue a check from the General County Fund (001-425-5-66.0) in the amount of \$45,000.00 payable to the Putnam County Recreation Enhancement Fund #024 for the Community Projects Awards. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Deweese made a motion to appoint Adam Sigman to the Planning Commission. Commissioner Ellis and Commissioner Skidmore are not in favor of appointing Adam Sigman at this time. Motion dies for lack of second.

ADJOURN

At 10:26 a.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 18, 2023 at 9:00 a.m.

Respectfully submitted,

Melissa Smith
Secretary