

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
April 25, 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

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 April 18, 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 add to payroll for Brandy Hogan, Part-Time, Kennel Tech/Office Assistant, Department 716, \$12.00/hourly, effective April 24, 2023 as presented by the Commission Secretary
2. An Order to delete from payroll for Deirdre Higginbotham, Full-Time, Teller II, Department 404, effective April 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 \$2,000.00 payable to EBE Investment (May Invoice)
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$140.06 payable to ODP
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$101.99 payable to Galls

Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Lisa Spradling spoke about wanting to open a drug treatment facility located at 3860 Teays Valley Road and is needing the commissioners to say its ok to open since it will be located within a ½ mile from a daycare facility. Commissioner Skidmore asked County Attorney Larry Frye to research the laws/rules on opening up a drug treatment facility and the names of other treatment facilities in Putnam County.

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: Suzanne Amelie Henriette Cessou, Elizabeth Anne Henson, Faye Louise Hundley, Bonnie Jo Kersey, George Vincen Skidmore

Long Form Settlements: None

Certificates of Completion: Earl Albert Stone, Judy Alice Stone

An Order to disburse the sum of \$84.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

An Order releasing the bond posted by Western Surety Company/Dorsey Insurance Group, Jennifer Dorsey, Agent in the Estate of Danny Ray Cook with the bond posted by Carol E. Cook and James S. Cook

An Order referring the Estate of Harry Palu to Fiduciary Commissioner, Tim LaFon for recommendation

An Order of "Appointment List" of Actions of Fiduciary Supervisor from April 8, 2023 through April 21, 2023

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

JIM NAGY, TERRADON & TERRY MARTIN, RIC

Bid #1 - CJ Hughes	Base Bid \$3,421,539.00.
Bid #2 - Famco	Base Bid \$3,273,266.00
Bid #3 – Chojnacki	Base Bid \$ 2,590,755.00
Bid #4 - Thaxton Construction	Base Bid \$2,866,638.00
Bid #5 – Pro Contracting	Base Bid \$2,722,210.00
Bid #6 – JF Allen	Base Bid \$3,356,488.00

Commissioner Ellis made a motion to turn it over to staff for further review until the May 9, 2023 meeting. Commissioner Deweese seconded the motion. The motion carried unanimously.

MIKE REZAC, RISK CONTROL CONSUTANT

Mr. Rezac gave updates regarding WV County Risk Pool and their comprehensive coverage tailored towards what the county needs.

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 Barbara Ethel Eggleton, Dennis E. Raines, Michael Stephen Raines, Debra A. Rosiek, Richard Louis Smith, Mildred Thornton, Ottie Lee Treadway, and Rexyall J. Wade. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion for the Commission President to sign all necessary documents to remove Elizabeth Cantley as Administratrix of the Estate of David Paul Dodd. Commissioner Deweese seconded the motion. The motion carried unanimously.

MELISSA SARGENT, SENIOR PLANNER

Commissioner Ellis made a motion to open 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 property located on Tax Map 214, Parcel 48.4 Liberty Park Drive going East in Scott District WV.

The following landowners spoke: TJ Summers, owner of property spoke of why he wanted to rezone the property.

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 stating :

- * Three sides of parcel 48.4 are adjacent to WV Division of Highway property
- * The closest existing dwelling is over 400 feet away
- * Rezoning this property will not create a land use conflict
- * This parcel is located at I-64 and Liberty Park Drive near US Route 35 and Route 34
- * Rezoning this parcel will continue to benefit the land use pattern

Commissioner Deweese voted yes stating:

- * This is a great opportunity for growth in Putnam County in close proximity to the I-64 and Route 35 corridor

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 stating:

- * This is in a high growth area in Teays Valley and Putnam County
- * Existing infrastructure can support the rezoning to C-2
- * The parcel is a prime location for economic development
- * The parcel will help to ensure Putnam County West Virginia to achieve economic stability from the investments made on Route 35 – I64 location

Commissioner Deweese voted yes on Criteria #2

Commissioner Ellis made a motion to approve the rezoning. Commissioner Deweese seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION

At 5:42 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 5:52 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 Jason Baker to serve on the Putnam County Development Authority Board, effective April 25, 2023, with a term to expire on September 25, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to accept Change Order #7 – Swope Construction (Putnam County Sheriff Facility Project) and authorize the Commission President to sign all necessary documents as presented by Mr. Young. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept the Budget Revisions for Circuit Clerk, Department #403 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 Premier Construction Group LLC, in the amount of \$32,976.25 for Confidence Tower Change Order Work
2. An Order to transfer from the 911-07 Fund to S&S Engineers, in the amount of \$37,922.50 for Kale Tower Site Engineering
3. An Order to transfer from the 911-07 Fund to Alpha Technologies, Inc. in the amount of \$7,081.52 for Network Switch

Commissioner Deweese seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Ellis made a motion to re-appoint Steve Browning to serve on the Putnam County Historic Landmark Commission, effective April 25, 2023, with a term to expire on March 28, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Lowell Wilks to serve on the Putnam County Historic Landmark Commission, effective April 25, 2023, with a term to expire on March 28, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Joe Stevens to serve on the Putnam County Convention Visitors Bureau, effective April 25, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Angela Harding to serve on the Putnam County Convention Visitors Bureau, effective April 25, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Amanda Ramey to serve on the Putnam County Convention Visitors Bureau, effective April 25, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Brett Hodgdon to serve on the Putnam County Dilapidated Building Enforcement Agency, effective April 25, 2023, with a term to expire on May 10, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint John Smoot to serve on the Putnam County Dilapidated Building Enforcement Agency, effective April 25, 2023, with a term to expire on May 10, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Charity Fellure to serve on the Putnam County Dilapidated Building Enforcement Agency, effective April 25, 2023, with a term to expire on May 10, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint David Coll to serve on the Putnam County Dilapidated Building Enforcement Agency, effective April 25, 2023, with a term to expire on May 10, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

COMMISSIONER DEWEESE

Commissioner Deweese made a motion to re-appoint Linda Bush to serve on the Putnam County Historic Landmark Commission, effective April 25, 2023, with a term to expire on March 28, 2026. Commissioner Ellis seconded the motion. The motion carried unanimously.

ADJOURN

At 6:02 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 May 9, 2023 at 9:00 a.m.

Respectfully submitted,

Melissa Smith
Secretary