

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
May 9, 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

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 25, 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:

John K. Teresa L. Baker, Franklin W. Bragg, Branham Bulk Leasing LLC, Alex H. Brown, Misty Burger, David G. Chancey, Gary W. Cochran, James &/or Lindsey Eads, Bryan &/or Cindy L. Gates, Ruby Hamon, Two (2) for Morgan (Lucas) Hart, James A. &/or Della Haynes, Thomas Johnson, Joran M. Jordan, Jeffrey R. or Christina McComas, MC INC., Brooke S. &/or Andrew Mencin, Walter M. &/or Denise G. Morrison III, Howard E. Nease, Two (2) for Ryan D. Nelson, Two (2) for RDN Services LLC, Jordan N. or Thomas G. Schoolcraft, Two (2) for Terri Sigmon, Tiffany Sisson, Timothy &/or Alicia Skeens, Sean Smith, Scott Strickland, Two (2) for Tolleys Amish Country Direct, Shawn &/or Kristal Toler Townsend, Toyota Motor Credit Corp TLT, Vam Tobacco CO. INC., Two (2) for Wil E. Watson, Two (2) for Patricia A. Westfall, Woodys Auto Quick Lube, Kimberly Jo Workman, Robert W. &/or Kathy Workman, Carol Young, Jeffrey M. Young

45 Erroneous Assessments were approved totaling \$19,679.32 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 make a payroll change for Kathleen Payne, Full-Time, Administrative Accounts Manager, Department 404, \$16.00/hourly, effective April 17, 2023, as presented by the Commission Secretary
2. An Order to make a payroll change for Martha Dixon, Full-Time, EMT, Department 715, \$12.70/hourly, effective May 14, 2023 as presented by the Commission Secretary
3. An Order to delete from payroll for Kaitlyn Bird, Part-Time, Kennel Tech/Office Assistant, Department 716, effective April 10, 2023 as presented by the Commission Secretary
4. An Order to make a payroll change for Bradley Hodges, Full-Time, Deputy Sheriff, Department 700, \$22.75/hourly, effective April 30, 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 \$480.00 payable to Pretera Center for Mental Health Services, Inc.

Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

There were no comments.

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: Kenneth Uel Bess, Sr., William Calvert Brabbin, Madge Ashley Dawson, Mary V. Donahue, Elizabeth J. Ellis, Patricia Faye Frazier, Harold Parsons Gothard, Allen Lewis Harrah, Rachel Mary-Leona Karson, John Floyd McCormick, Rebecca

Gayle Moses, Phala Irene Sigmon, Garnett Mae Witt, James Lee Young

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 \$150.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees

An Order to disburse the sum of \$180.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

An Order approving the annual accounting of Charles Richardson in the Estate of Sandra Jo Richardson

An Order of "Appointment List" of Actions of Fiduciary Supervisor from April 22, 2023 through May 5, 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.

EXECUTIVE SESSION

At 9:04 a.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 9:15 a.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 Becki Justice to serve on the Putnam County Health Board, effective May 9, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

DAVID COLL, PLANNING DIRECTOR

Commissioner Ellis made a motion to dismiss DAEA Case 2023-05 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Ryan Hilty spoke requesting more time to clean the property on his own rather than the county hiring a contractor and putting a lien on the property.

Commissioner Ellis made a motion to revisit DAEA Case 2022-16 in sixty (60) days. Commissioner Deweese seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Commissioner Ellis made a motion to appoint Jonathan Davis to serve as the Putnam County Chief Humane Officer and John Young, Michael Baughman, and Jamie Bandy as Putnam County Humane Officers. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Skidmore recused himself due to being the City of Hurricane City Manager and exited the room.

Commissioner Deweese made a motion to appoint Commissioner Ellis as Commission President. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Deweese made a motion to approve the annexation of 1.84 acres, more or less, of territory, identified as Project No. 2023009 into the Corporate Limits of the City of Hurricane. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Deweese made a motion to approve the annexation of 0.50 acres, more or less, of territory, identified as Project No. 2021123 into the Corporate Limits of the City of Hurricane. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Deweese made a motion to reappoint Commissioner Skidmore as Commission President. Commissioner Ellis seconded the motion. The motion carried unanimously.

TIM HANNA, PROJECT COORDINATOR

Commissioner Ellis made a motion to approve the 2023 Court Security Fund Grant Application as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to accept Change Order #8 – Swope Construction (Putnam County Sheriff Facility Project) as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

County Manager Mr. Young stated that Change Order #9 – Swope Construction was not ready and will be presented at the next Commission meeting.

Commissioner Ellis made a motion to approve the Order to commit an Additional \$72,220.00 of County Funds toward the Jim Ridge Waterline Extension Project. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Award the Jim Ridge Waterline Extension Project to Chojnacki Construction pending the approval of their Sam.gov registration. 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 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 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 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 Bossie Electric in the amount of \$13,237.06 (New Coal Mountain Tower Work) 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 (#045-809-5660) in the amount of \$28.80 payable to Tyree, Embree & Associates to assemble and prepare an opinion letter on the Jim Ridge Waterline Extension Phase II Project. Commissioner Deweese seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Ellis made a motion to appoint Gary Young to serve on the Putnam County Development Authority Board, effective May 9 2023, with a term to expire on September 30, 2025. Commissioner Deweese seconded the motion. The motion carried unanimously.

ADJOURN

At 9:44 a.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, May 30, 2023, at 5:00 p.m.

Respectfully submitted,

Melissa Smith
Secretary