

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

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

**MINUTES  
PUTNAM COUNTY COMMISSION REGULAR SESSION  
June 13, 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.

**GENERAL BUSINESS**

Commissioner Ellis made a motion to approve the May 30, 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 as presented:

1. An Order to add to payroll for Lori Humphrey, Full-Time, Deputy Circuit Clerk, Department 403, \$14.00/hourly, effective June 7, 2023 as presented by the Commission Secretary
2. An Order to add to payroll for Christine Grant, Full-Time, Janitor, Department 424, \$12.00/hourly, effective June 12, 2023 as presented by the Commission Secretary
3. An Order to add to payroll for Camryn Johnson, Part-Time, Janitor, Department 424, \$12.00/hourly, effective June 12, 2023 as presented by the Commission Secretary
4. An Order to delete from payroll for Tonya Colunio, Full-Time, Janitor, Department 424, effective June 9, 2023 as presented by the Commission Secretary
5. An Order to add to payroll for Tonya Colunio, Full-Time, Deputy Circuit Clerk, Department 403, \$14.00/hourly, effective June 12, 2023 as presented by the Commission Secretary

Commissioner Deweese seconded the motion. The motion carried unanimously.

## **PUBLIC COMMENT**

Chris Carrey, Administrator, Risk Pool, spoke about insurance coverage they offer.

A lady spoke about Pride Day June 24 as to why the county is letting it take place, Commissioner Skidmore addressed her concerns.

## **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:** Phyllis Jean Cunningham, Reginald Thomas Hart, John M. Hayes, Larry Allen Oxley, Okey Donald Rhodes, Nathan William Samples, Anna Kapalko Stricker, James Vincent Walker, Mary Frances Walker

**Long Form Settlements:** Ernest Morrell Taylor, Jr.

**Certificates of Completion:** None

An Order to disburse the sum of \$95.00 from the Fiduciary Special Fund made payable to State Tax Department for estate tax administration fees

An Order to disburse the sum of \$128.00 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 May 27, 2023 through June 9, 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.

## **BOBBY EGGLETON, SHERIFF**

Sheriff Bobby Eggleton presented Deputy Adam Walters and Deputy Matthew Wood with the Lifesaving Medal.

## **FARRAH CRANE, CHIEF TAX DEPUTY**

Commissioner Ellis made a motion to accept the FY22 Delinquent Tax List as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

**GARY WARNER, ASSESSOR**

Commissioner Ellis made a motion to accept the Oath and Certification – Land Books as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

**JAMEY HUNT, DAY REPORT DIRECTOR**

Commissioner Ellis made a motion to accept the Community Corrections Grant Award Contract as presented and authorize the Commission President to sign all necessary documents. Commissioner Deweese seconded the motion. The motion carried unanimously.

**MELISSA BIAS, EXECUTIVE DIRECTOR**

Ms. Bias, WV Region 2 Work Force Investment Board, spoke in regard to their budget and projects they offer.

**CHARITY FELLURE, PCSWA, JOHN KING, WVDEP**

Charity Fellure spoke asking the County Commission to partner with the Solid Wasted Authority to allow them to write a grant through the DEP to receive funding in order to tear down more Dilapidated and Abandoned structures.

**JEREMY YOUNG, COUNTY MANAGER FOR MORGANNE TENNEY, PCDA**

Mr. Young read the Resolution of Support for an Application by the Putnam County Development Authority for an amount not to exceed \$400,000.00 in program year 2022-2023 Industrial Access Road funding through the WV Department of Economic Development and the WV Department of Transportation.

Commissioner Ellis made a motion to affirm the decision. Commissioner Deweese seconded the motion. The motion carried unanimously.

**DAVID COLL, COUNTY PLANNER**

Commissioner Ellis made a motion to Dismiss DAEA Case 2022-66 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2023-06 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2023-07 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2023-11 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2023-12 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2023-14 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2023-17 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

### **TIM HANNA, ASSISTANT COUNTY MANAGER**

Commissioner Ellis made a motion for the Commission President to sign all necessary documents for the 2023 HOVA Subgrant Agreement as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

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

Commissioner Ellis made a motion to approve the FY23 State Budget Revision #2 – General County Fund and authorize the Commission President to sign all necessary documents as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the FY23 State Budget Revision #2 – Coal Severance Fund and authorize the Commission President to sign all necessary documents as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the following Budget Revision Forms as presented by Mr. Young.

1. Two for Department #404, Sheriff's Tax Office
2. Department #405, Prosecutor's Office
3. Two for Department #424, Buildings and Grounds
4. Department #705, Putnam County Sheriff's Department, Home Confinement
5. Department #712, 911
6. Department #716, Animal Shelter
7. Department #730, Putnam County Sheriff's Department, Court House Security

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 Cummins Sales and Service, in the amount of \$16,845.00 for the Winfield Tower Generator
2. An Order to transfer from the 911-07 Fund to Bossie Electric, in the amount of \$4,275.00 for Office and Back Up Generator Work
3. An Order to transfer from the 911-07 Fund to Tri-State Office Furniture, in the amount of \$2,395.00 for 911 Training Room Tables
4. An Order to issue a check from the Putnam County Leased Land Preservation Fund (019-432-5-68.0), in the amount of \$30,000.00 payable to AB Concrete Solutions for work completed at the Putnam County Gun Club
5. An Order to issue a Deputy Sheriff Civil Service Pay Increments for Fiscal Year 2022-2023, total amount is \$24,485.00
6. An Order to issue a check from the Putnam County American Rescue Plan Fund (#207-435-3-41.0), in the amount of \$27,000.00 payable to Rumble Ready Mix for materials on the Putnam County Fiber Optic Broadband Project
7. An Order to issue a check from the General County Fund (#001-443-5-67.H), in the amount of \$5,655.00 payable to Silling Associates, Inc. for Construction Administration out of the Courthouse Facilities Improvement Authority Grant, Project Number 19cycPutna2022
8. An Order to issue a check from the Water and Sewer Fun (045-809-5-66), in the amount of \$3,750.00 (invoice #40308) payable to Terradon Corporation for engineering services for the Jim Ridge Phase 2 Water Project
9. An Order to issue a check from the General County Fund (#024-430-5-67.0), in the amount of \$18,400.00 payable to the City of Winfield for reimbursement out of the Stephen A. Andes Recreation Enhancement Fund
10. An Order to issue a check from the General County Fund (#024-430-5-67.0), in the amount of \$9,677.00 payable to the Putnam County Fair Board for reimbursement out of the Stephen A. Andes Recreation Enhancement Fund
11. An Order to issue a check from the TIF Fund (273-430-5-66.0), in the amount of \$8,836.10 payable to WesBanco Bank, Inc, Trustee for May 2023 TIF Revenue (Acct #108507771 Revenue Fund) – Trustee is to issue debt service payment for Putnam Bonds 2017AB
12. An Order to issue a check from the Coal Severance Fund (002-809-5-67.0), in the amount of \$207,000.00 made payable to the Putnam County Building Commission Series B Bond Revenue Account, toward Waterworks Revenue Bond payments

13. An Order to issue a check from the General County Fund (#001-401-2-23.0), in the amount of \$5,000.00 payable to WesBanco for Trustee Fees (invoice number 7349 & 7351)
14. An Order to issue a check from the General County Fund (#001-900-5-67.0), in the amount of \$15,000.00 payable to Putnam County Parks and Recreation as match contribution for fiscal year 2022-23
15. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$24,617.06 for the month of May 2023
16. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$25,735.74 for the month of April 2023
17. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$23,465.06 for the month of March 2023
18. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$18,906.50 for the month of February 2023
19. An Order to transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,388.00 for May 2023 Optical and Dental Benefits
20. An Order to transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,312.50 for April 2023 Optical and Dental Benefits
21. An Order to transfer from the General County Fund to the Putnam County Employee Benefit Fund, the sum of \$9,121.50 for March 2023 Optical and Dental Benefits

Commissioner Deweese seconded the motion. The motion carried unanimously.

## **BOARD APPOINTMENT**

Commissioner Ellis made a motion to re-appoint Charlie Cain to serve on the Putnam County Fire Service Board, effective June 13, 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 Andrew Shinn to serve on the Putnam County Fire Service Board, effective June 13, 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 appoint Adam Sigman to serve on the Putnam County Planning Commission, effective June 13, 2023, with a term to expire on June 12, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Kraig Barker to serve on the Putnam County E-911 Advisory Board, effective June 13, 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 Wanda Marks to serve on the Putnam County E-911 Advisory Board, effective June 13, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

6 - Commissioner Ellis made a motion to re-appoint Chief Mike Mullins to serve on the Putnam County E-911 Advisory Board, effective June 13, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

7 - Commissioner Ellis made a motion to re-appoint Rich Pullin to serve on the Putnam County E-911 Advisory Board, effective June 13, 2023, with a term to expire on June 30, 2026. Commissioner Deweese seconded the motion. The motion carried unanimously.

### **JOHN STUMP, STEPTOE & JOHNSON**

Commissioner Ellis made a motion to open a public hearing regarding the proposed Ordinance of the Broadband Equipment. Commissioner Deweese seconded the motion. The motion carried unanimously.

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

Commissioner Ellis made a motion to approve the Second Reading of the Building Ordinance as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

### **ADJOURN**

At 9:56 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 June 27, 2023 at 5:00 p.m.

Respectfully submitted,

Melissa Smith  
Secretary