

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
July 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
2. An Order to transfer from the Putnam County Community Criminal Justice Fund to the General County Fund, the sum of \$29,917.02 for June 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 order as presented by Mr. Wood. Commissioner Deweese seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Ellis made a motion to approve the July 11, 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 Brayden Morris, Full-Time, Deputy Sheriff, Department 700, \$21.00/hourly, effective July 23, 2023 as presented by the Commission Secretary
2. An Order to add to payroll for Joshua McClure, Full-Time, Deputy Sheriff, Department 700, \$21.00/hourly, effective July 23, 2023 as presented by the Commission Secretary

3. An Order to delete from payroll for Benjamin Radenheimer, Part-Time, EMT, Department 715, effective July 17, 2023 as presented by the Commission Secretary
4. An Order to delete from payroll for Devon Daugherty, Part-Time, EMT, Department 715, effective July 17, 2023 as presented by the Commission Secretary
5. An Order to delete from payroll for Kyla Coonrod, Part-Time, EMT, Department 715, effective July 17, 2023 as presented by the Commission Secretary
6. An Order to delete from payroll for Jonathan Jones, Full-Time, Paramedic, Department 715, effective July 17, 2023 as presented by the Commission Secretary
7. An Order to make a payroll change for Martha Dixon, Part-Time, EMT, Department 715, \$13.00/hourly, effective July 24, 2023 as presented by the Commission Secretary
8. An Order to make a payroll change for Toni Twisdale, Part-Time, Office Assistant I, Department 413, \$13.00/hourly, effective June 25, 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 \$1,785.00 payable to Kimberly Sizemore (April Invoice)
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$2,152.50 payable to Kimberly Sizemore (May Invoice)
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$813.00 payable to Track Group
4. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$70.76 payable to ODP Business Solutions, LLC
5. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$4.00 payable to West Virginia Justice and Community Services
6. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$369.00 payable to QLABS
7. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$53.92 payable to ODP Business Solutions, LLC
8. 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 Investments (August Invoice)

Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Steve Williams, Red House spoke regarding the Jim Ridge Water Project.

Susie Azevedo, spoke about the Hurricane Little League Girls Softball Team winning the State Championship, and asking the commissioners for a donation to help with travel expenses to Tennessee to play in the Tournament of Champions, asking for \$5,000.00 and half of that donate to the Animal Shelter in the girl's names.

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: James Alan Adkins, David Frank Field, Virginia Grace Groves, Hayward Clearmont Harper, Marietha Geraldine Hutchinson, Angela Leigh Lane, Garry Brent Legg, Billie Ray McClanahan, Virginia Katheryn Roberts, James Terrell Thaxton, Mary Rena Vance, Denzil R. Vickers

Long Form Settlements: None

Certificates of Completion: Paula Denise Byers

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 \$48.00 from the Fiduciary Special Fund made payable to Brian Wood, Clerk, for recording settlements

An Order approving the Annual Accounting Report of Kimberly Romeo, Administratrix of the Estate of James Franklin Blake, Sr.

An Order referring the Estate of Mary Lou Gates to Tim LaFon, Fiduciary Commissioner to resolve a dispute

An Order referring the Estate of Sandra Denise Mundy to Harvey D. Peyton, Fiduciary Commissioner to resolve a dispute

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

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

BOBBY EGGLETON, SHERIFF

Sheriff Eggleton spoke in regards to the new deputies to be sworn in. Commissioner Skidmore swore in Deputy Joshua McClure and Deputy Brayden Morris.

MIKYLE WHITE, DIRECTOR PUTNAM COUNTY OEM/911

Commissioner Ellis made a motion to approve Change Order #1 Zetron Radio Console and authorize Mikyle White to sign all necessary documents as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

DAVID COLL, DIRECTOR OF PLANNING & INFRASTRUCTURE

Commissioner Ellis made a motion to dismiss DAEA Case 2023-03 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to dismiss DAEA Case 2023-18 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to open public hearing regarding Text Amendment 2023-04. Commissioner Deweese seconded the motion. The motion carried unanimously.

There was no public comment.

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

Putnam County Commission made the following FINDING OF FACTS:

1. The Text Amendment 2023-04 **WILL** protect and promote public health, safety, convenience, moral and general welfare because: Per Commissioner Ellis, voted yes, believes that continued ordinance maintenance and “housekeeping” will make he articles easier to use in house as well as make the language easier for the public to follow. Commissioner Deweese voted yes, agreeing with Commissioner Ellis for the same reasons.
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, voted yes, for the same reasons stated above. Commissioner Deweese voted yes, agreeing with Commissioner Ellis.

Commissioner Ellis made a motion to Approve Text Amendment 2023-04 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Commissioner Ellis made a motion to take off the table the discussion of possibly establishing a Board of Directors for the Putnam County Animal Shelter. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to establish a board of directors for the Putnam County Animal Shelter as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Skidmore opened the floor for speaking in regards to the Animal Shelter.

The following spoke:

Bob Leslie

Tara McKown

Lara Beard, Chase Healing Fund

Tiffany Skaggs

Jamie Bandy, Humane Officer Putnam County Animal Shelter

Lisa Mitchell

Taylor Withrow

Andrea Coon

Jacob Losh

Tammy Williams

Becky Combs

Deb Deweese

Mariah Mitchell

Terry Dunn, Leon

Jessie Lovejoy

Commissioner Deweese made a motion to appoint Thomas Kirk to fill the temporary successor as Prosecuting Attorney. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to receive applications/resumes, and conduct interviews, of individuals to fill the position of Prosecuting Attorney for Putnam County as outlined by County Attorney Larry Frye. Commissioner Deweese seconded the motion. The motion carried unanimously.

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to approve the Change Order #10 – Swope Construction (Putnam County Sheriff Facility Project) as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis Amended his motion for Change Order #10, to allow 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 FY24 State Budget Revision #1 – General County Fund and authorize 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 Annual Increment Pay to Putnam County Employees in the amount of \$53,040.00 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Order to issue a check from the E-911 Fund (007-215-00) in the amount of \$37,358.80, payable to the General County Fund for final FY2023 expenses as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue checks from the Hotel/Motel Tax Fund to the Convention and Visitors Bureau in the amount of \$57,500.00, to Parks and Recreation Commission in the amount of \$38,750.00, and to the Recreation Enhancement Fund in the amount of \$18,750.00 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Orders for the Clerk to issue checks from the Spay and Neuter Fund in the amounts of \$606.00 and \$1,017.00 made payable to Help for Animals for services provided as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Order to issue a check from the TIF Fund (273-430-5-66.0) in the amount of \$10,748.06 payable to WesBanco Bank, Inc, Trustee for June 2023 TIF Revenue (Acct #108507771 Revenue Fund) – Trustee is to issue debt service payments for Putnam Bonds 2017AB as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Orders as presented by Mr. Young.

1. An Order to transfer from the 911-07 Fund to Bossie Electric, in the amount of \$2,684.00 for Back Up Generator Work
2. An Order to transfer from the 911-07 Fund to Electronic Services Inc, in the amount of \$417,903.40 for Radio Consoles, Equipment, and Maintenance

Commissioner Deweese seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION

At 7:19 p.m. Commissioner Ellis made a motion to enter into executive session for the purpose of personnel matters. Commissioner Deweese seconded the motion. The motion carried unanimously.

At 7:59 p.m. Commissioner Ellis made a motion to enter back into regular session. Commissioner Dewese seconded the motion. The motion carried unanimously.

ADJOURN

7:59 p.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, August 8, 2023 at 9:00 a.m.

Respectfully submitted,

Melissa Smith
Secretary