

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
September 10, 2024**

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 by County Clerk Brian Wood. 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 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order that each of the election officials received from the Democratic and Republican Executive Committees be named Election Officials for the purpose of conducting the General Election to be held on November 5, 2024 as presented.

GENERAL BUSINESS

Commissioner Ellis made a motion to approve the August 27, 2024 minutes as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

Commissioner Ellis made a motion to approve the Erroneous Assessments as presented:

Erinn L. Barry, Ada S. Boggess, James Childers, Brenda K. Cobb, Joseph A. &/or Joyce A. Cox, Kyle C. &/or Connie Dilley, Carolyn K. Dunlap, Rebecca Flippin, Elizabeth Gerlach, Ronald R. &/or Ethel Gibson, Michael G. Haikal, Two (2) for Brenton R. &/or Rachel M. (Karson) Hale, Pamela or Brandi Williams Harris, Two (2) for Agnes E. Hirst, Eldeen Johnson Jr., Jeanne Kendall, Morgan L. Kenworthy, Kevin &/or Peggy Litton, Kenneth L. &/or Kaylee Marie Livingston III, Kevin P. &/or Regina Matthews, Roger &/or Carolyn Meadows, Kristi M. (French) Meek, Charles A. Miller, Joshua &/or Madeleine Miller, Two (2) for Doris Moore, Pamela J. Morrison, Timothy & Patricia Noyes, William H. Null, Thomas A. Ochoa, Donna S. Oxley, Aarti &/or Hemant Parikh, Robert W. & Pamela A. Peters, Allen J. &/or Jessica L. Pistner, Charles A. Price, Travis M. &/or Kirstin N. Raynes, William A. Rollins, Ada

Sue Sang, Joel T. Scarlato, Wilson or Georgina L. Sigman, Karleen Slaughter, Toby &/or Alisa Spiker, Hubert D. &/or Agnes A. Strickland, Two (2) for Robert W. &/or Tanya Summers, Richard A. Surface, Four (4) for Hollie &/or Bobby Thompson, TYMRK LLC DBA D&G Towing & Salvage, Robert L. & Penny Walker Jr., Kalynn B. &/or Anthony J. Willey, James Withrow, Five (5) for Christina M. Young ET AL,

61 Erroneous Assessments were approved totaling \$28,384.96 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 as presented:

1. An Order to add to payroll for Rodney Jackson, Full-Time, Custodian, Department 424, \$12.00/hourly, effective September 9, 2024 as presented by the Commission Secretary
2. An Order to add to payroll for Christopher Glenn, Full-Time, Custodian, Department 424, \$12.00/hourly, effective September 9, 2024 as presented by the Commission Secretary
3. An Order to add to payroll for Leanne Thompson, Full-Time, Transcriptionist/CID Receptionist, Department 700, \$17.00/hourly, effective September 8, 2024 as presented by the Commission Secretary
4. An Order to delete from payroll for Cindy Hall, Full-Time, Secretary, Department 700, effective September 1, 2024 as presented by the Commission Secretary
5. An Order to delete from payroll for Michael Spurlock, Full-Time, Telecommunicator, Department 712, effective September 4, 2024 as presented by the Commission Secretary
6. An Order to make a payroll change for Christopher Raines, Full-Time, Paramedic, Department 715, \$25.75/hourly – 12 hour shift, effective September 4, 2024 as presented by the Commission Secretary
7. An Order to make a payroll change for Christopher Raines, Full-Time, Paramedic, Department 715, \$17.75/hourly – 24 hour shift, effective September 4, 2024 as presented by the Commission Secretary
8. An Order to add to payroll for Tyler Melson, Part-Time, EMT, Department 715, \$19.00/hourly – 12 hour shift, effective September 9, 2024 as presented by the Commission Secretary
9. An Order to add to payroll for Tyler Melson, Part-Time, EMT, Department 715, \$13.40/hourly – 24 hour shift, effective September 9, 2024 as presented by the Commission Secretary

10. An Order to add to payroll for Tristan Dowell, Full-Time, EMT, Department 715, \$19.00/hourly – 12 hour shift, effective September 16, 2024 as presented by the Commission Secretary
11. An Order to add to payroll for Tristan Dowell, Full-Time, EMT, Department 715, \$13.40/hourly – 24 hour shift, effective September 16, 2024 as presented by the Commission Secretary
12. An Order to add to payroll for Michael Wilson, Part-Time, EMT, Department 715, \$19.00/hourly – 12 hour shift, effective September 16, 2024 as presented by the Commission Secretary
13. An Order to add to payroll for Michael Wilson, Part-Time, EMT, Department 715, \$13.40/hourly – 24 hour shift, effective September 16, 2024 as presented by the Commission Secretary
14. An Order to add to payroll for Kailynn Wheeler, Part-Time, EMT, Department 715, \$19.00/hourly – 12 hour shift, effective September 16, 2024 as presented by the Commission Secretary
15. An Order to add to payroll for Kailynn Wheeler, Part-Time, EMT, Department 715, \$13.40/hourly – 24 hour shift, effective September 16, 2024 as presented by the Commission Secretary
16. An Order to add to payroll for Deanna Lanham, Part-Time, EMT, Department 715, \$19.00/hourly – 12 hour shift, effective September 16, 2024 as presented by the Commission Secretary
17. An Order to add to payroll for Deanna Lanham, Part-Time, EMT, Department 715, \$13.40/hourly – 24 hour shift, effective September 16, 2024 as presented by the Commission Secretary
18. An Order to add to payroll for Luke Smith, Part-Time, EMT, Department 715, \$19.00/hourly – 12 hour shift, effective September 16, 2024 as presented by the Commission Secretary
19. An Order to add to payroll for Luke Smith, Part-Time, EMT, Department 715, \$13.40/hourly – 24 hour shift, effective September 16, 2024 as presented by the Commission Secretary
20. An Order to add to payroll for Hunter Lanham, Part-Time, Paramedic, Department 715, \$25.75/hourly – 12 hour shift, effective September 16, 2024 as presented by the Commission Secretary
21. An Order to add to payroll for Hunter Lanham, Part-Time, Paramedic, Department 715, \$17.75/hourly – 24 hour shift, effective September 16, 2024 as presented by the Commission Secretary

22. An Order to add to payroll for Stacy Gibson, Part-Time, Paramedic, Department 715, \$25.75/hourly – 12 hour shift, effective September 23, 2024 as presented by the Commission Secretary
23. An Order to add to payroll for Stacy Gibson, Part-Time, Paramedic, Department 715, \$17.75/hourly – 24 hour shift, effective September 23, 2024 as presented by the Commission Secretary
24. An Order to delete from payroll for Tessa Walls, Part-Time, Kennel Tech, Department 716, effective September 1, 2024 as presented by the Commission Secretary
25. An Order to delete from payroll for Sara Crose, Part-Time, Kennel Tech, Department 716, effective September 9, 2024 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 \$74.95 payable to ODP Office Solutions
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,800.00 payable to Aspire to Inspire

Commissioner Deweese seconded the motion. The motion carried unanimously.

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: Frank Marco Cipolat, Retha Mae Dickerson, Charles Eugene Gray, Sr., Wanda J. Gunter, Phyllis Arlene Pullen, Garlet Thomas Rhodes, Jr., Mary Katherine Rose, Phyllis Anne Rothgeb, Sally R. Summers

Long Form Settlements: None

Partial Settlements: None

Annual 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 \$185.00 from the Fiduciary Special Fund made payable to the State Auditor – The Inheritance Tax Administration Fund for estate tax administration fees

An Order of “Appointment List” of Actions of Fiduciary Supervisor from August 28, 2024 through September 9, 2024.

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.

PROCLAMATION

Commissioner Skidmore read the Proclamation for See Tracks? Think Train Week.

William Bartley spoke about See Track? Think Train Week.

RECOGNITION

Commissioners recognized Harold Brown, a retired commissioner from 1956-1961.

TRICK OR TREAT

Commissioner Ellis read the motion to designate Thursday, October 31, 2024 as Trick or Treat from 6:00 p.m. to 8:00 p.m. for all areas of Putnam County outside of city limits. Commissioner Deweese seconded the motion. The motion carried unanimously.

TIM SAYRE & RAECHEL NEAL, WVU EXTENSION

Tim Sayre gave an update on WVU Extension.

Raechel Neal gave an update on 4-H camp.

TERRY MARTIN, RIC

Terry Martin stated that the Jim Ridge, Mud Lick, and Bowles Ridge water projects are completed.

Commissioner Ellis made a motion to approve the following invoices as presented:

Chojnacki Construction \$183,163.16
Terradon \$8,044.00
Terradon \$4,205.50
Terradon \$1,150.00

Regional Council \$5,000.00

Commissioner Deweese seconded the motion. The motion carried unanimously.

DAVID COLL, PLANNING DIRECTOR

David Coll spoke about the Vape/Smoke Shop Ordinance.

Amy Connley spoke about the Vape Shops in Putnam County.

Commissioner Ellis made a motion to approve the Vape/Smoke Shop Ordinance for Putnam County as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

TIM HANNA, ASSISTANT COUNTY MANAGER

Commissioner Ellis made a motion to approve the FY24 JAG PRO Grant Application 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 FY24 HAVA ADA Grant Contract as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Katie Hopkins spoke about getting water.

Courtland Smith spoke about the water projects.

LARRY FRYE, COUNTY ATTORNEY

Commission President Andy Skidmore recused himself from the courtroom.

Commissioner Deweese made a motion to temporarily appoint Commissioner Ellis as acting president as presented. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Deweese made a motion authorize the County Attorney to request a written ruling from the State Fire Marshal Board whether the Resolution passed by the City of Hurricane on September 3, 2024 pursuant to the provisions of W.Va. Code §8-15-1 authorizes the Putnam County OES/911 Center to modify the current fire district(s) in Putnam County to provide that the Hurricane Volunteer Fire Department is to provide fire protection services within the corporate limits of the City of Hurricane as presented. Commissioner Ellis seconded the motion. The motion carried unanimously.

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

JEREMY YOUNG, COUNTY MANAGER

Commissioner Ellis made a motion to approve the Budget Revision for Department 711 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Budget Revision for Department 716 as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the transfer from the 911-07 Fund to Electronic Services Inc. in the amount of \$9,424.64 for Tower and Radio Work 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 General School Fund (#004-415-2-24.0) in the amount of \$15,680.00 payable to WV State Auditor's Office for the Magistrate Court audit costs 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 Technology Fund (020-428-2-30.0) in the amount of \$2,370.19 payable to Alpha Technologies, Inc. for invoice #97345 for Meraki License Renewal as presented. Commissioner Deweese seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the following orders as presented:

- Issue a check from the Putnam County American Rescue Plan Fund (#207-435-3-30.0) in the amount of \$2,700.00 payable to Mouldagraph Corporation for September storage of Fiberoptic materials
- Issue a check from the Putnam County American Rescue Plan Fund (#207-435-3-30.0) in the amount of \$11,929.58 payable to WV Division of Highways for work on the Putnam County Fiber Optic Broadband Project (Invoice #25000395 & 95010)

Commissioner Deweese seconded the motion. The motion carried unanimously.

ADJOURN

At 10:06 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 September 24, 2024 at 5:00 p.m.

Respectfully submitted,

Melissa Smith
Secretary