

August 21, 2020

8:30 am

SUSIE CVECHKO COMMISSION PRESIDENT, TIM MCDANIEL COMMISSIONER, JAMIE CARPENTER COMMISSIONER, CONNIE KAUFMAN COUNTY CLERK, SHANA FREY COUNTY ADMINISTRATOR

Kim Lewis, John Cutright, Brett Carpenter, Corey Brandon, Cory Cox

Susie Cvechko called the meeting to order at 8:30 am and led the Pledge of Allegiance.

Due to COVID-19 circumstances, the commission meeting was also held via conference call.

On a motion by Tim McDaniel and seconded by Jamie Carpenter, minutes from the July 6, July 13, and August 5, 2020 meeting minutes were approved.

Exonerations were approved as presented.

The Barbour County Commission, sitting as the Board of Assessment Appeals, adopts the final order of the hearing examiner in its entirety to deny Greylock Energy's LLC application for relief and election on a motion by Tim McDaniel and seconded by Susie Cvechko- pending review and approval from the Prosecuting Attorney.

On a motion by Tim McDaniel and seconded by Jamie Carpenter, nine (9) final settlements were approved.

EUGENE CORB DAUGHERTY, WILMER GORDON GEORGE, STELMAN AUGUSTUS FOX, WILLIAM G. HILL, JUDITH LYNN CASTO, LUCY ANN ZELK, JOSEPH LAROSA, WILLIAM KENNEDY, MARGARET ETHEL GALL GREDLER

Connie Kaufman presented a letter from the Law Office of J. Miles Morgan, PLLC on behalf of the Christopher Barlow Estate, requesting to substitute the current Administratrix with Michael Barlow. On a motion by Tim McDaniel and seconded by Jamie Carpenter, this request was approved under recommendation from the County Clerk.

Connie Kaufman presented a letter to contest the Last Will & Testament of Opal M. Sheridan. Following discussion, Tim McDaniel made a motion, Jamie Carpenter seconded, to recommend the case be sent to Circuit Court for determination.

Herbert Bender has been reappointed to the West Virginia Solid Waste Management Board for a four-year term (July 1, 2020-June 30, 2024) on a motion by Susie Cvechko and seconded by Tim McDaniel.

# 259125

A General County Budget Revision was presented to add 5% commission for the Estate of Bret M. Lang to the Sheriff's Earnings and to be transferred to the Barbour County Sheriff Reserve for Capital Projects Fund in the amount of \$22,370.01. Also included was an adjustment to the General County Carryover of \$1,799.00. On a motion by Tim McDaniel and seconded by Jamie Carpenter, this revision was approved.

Following review and discussion, the County Commission considered implementing a new process to request fund contributions by a grant application on a motion by Susie Cvehcko and seconded by Jamie Carpenter. The application will require more detailed information about the organization's project than the previous form and require the project to have matching funds. The application will be posted on the county's website at [www.barbourcountywv.org](http://www.barbourcountywv.org).

Connie Kaufman is considering transferring software programs from CSSI to Complied Technology for Document Indexing, Document Inquiry, On-Line Inquire and Estate Management. Discussions were held. On a motion by Tim McDaniel and seconded by Jamie Carpenter, this was approved.

The Barbour County Sheriff Department is considering the purchase of new bullet proof vests. Action on this item was tabled until the next meeting while waiting on quotes.

The Barbour County Sheriff's Department provided a quote to replace their outdated Tasers in the amount of \$16,815.50. On a motion by Jamie Carpenter and second by Tim McDaniel, this purchase was approved and will be paid from the Sheriff's Capital Projects Fund.

One quote was received for the County Clerk's Records Management Preservation Board grant. Approved grant funds for this project was \$5,000. The quote was based on an estimated number of pages and totaled \$9,834.94. Shana Frey made the recommendation to complete the project using funds from the data processing line item if grant funds won't cover the project entirely. On a motion by Jamie Carpenter and seconded by Tim McDaniel, the quote was approved.

Tammy Narog submitted a Community Corrections report, renovation quote, revised grant budget and a consent to hire Carrie Boyles request. The renovations include various improvements, relocating the waiting room area, adding a restroom and dividing offices with a quote of \$44,694.00. Discussions were held and all items were approved on a motion by Jamie Carpenter and seconded by Tim McDaniel.

Animal Control requested to host an Animal Control training seminar at the Fairgrounds-Quonset Hut. The date is to be determined. This seminar was approved on a motion by Tim McDaniel and seconded by Jamie Carpenter.



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911 had a phone system site assessment and it was determined in order for the current recording system to be compatible, the system needs converted from analog to IP based. A quote was received from Unified Solutions LLC in the amount of \$7,100.00 for this upgrade. On a motion by Jamie Carpenter and seconded by Tim McDaniel, this quote was approved.

The Barbour County Fairgrounds is open to the public with no concerns at this time. The Livestock Association voted to not pursue the livestock show due to the cost of insurance and COVID-19.

A discussion was held regarding the Governor's \$10,000 allocation to Volunteer Fire Departments. On a motion by Susie Cvechko and seconded by Jamie Carpenter, up to \$5,000 to each Volunteer Fire Department was approved from the COVID-19 Block Grant Funds. A letter will be sent to each Volunteer Fire Department requesting written documentation of how the funds will be used in response to COVID-19 and receipts for each expense. The request must be within the COVID-19 Block Grant Fund guidelines.

A discussion was held regarding James Poling's retirement correction error of service time. It was determined this employee was working in an eligible position and eligible to purchase service credit. On a motion by Susie Cvechko, seconded by Tim McDaniel, the employer purchase amount of \$60,160.83 was approved. This amount will be included on the above-mentioned budget revision to transfer funds from the County Commission Capital Projects fund to the General County fund.

Tim McDaniel report the County received a \$1,000 grant from Wes Mon Ty for a pollinator garden. Plans are to place this garden at the fairgrounds.

Shana Frey provided an update on the Century No. 1 Sewer Project. Notification was received that the project was nearing completion. The County Commission will be accepting bids for hookups from homes to laterals / stub outs in the near future. Previous grant funds will be utilized for this portion of the project.

A work session is scheduled for an audit exit interview for the 2017-2018 Audit on August 24, 2020.

A reduction of scope request has been submitted to the Courthouse Facilities Improvement Authority to reduce the scope of work on the 17<sup>th</sup> cycle grant project to focus on skylight replacement only, creating a phased project. The 18<sup>th</sup> cycle grant application will focus on needed roof repairs. If approved, bids will be requested for the revised scope of work.

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Nominations for the Emergency and Crisis Management Exemplary Community Award will open on September 1 and due on October 30.

The next regular commission meeting will be held on August 31, 2020 due to the Labor Day holiday on September 7. The time of this meeting is to be determined.

On a motion by Susie Cvechko and seconded by Tim McDaniel, the meeting was adjourned at 11:06 am.

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Susie Cvechko, President