

BARBOUR COUNTY COMMISSION MEETING
TUESDAY JANUARY 3, 2017
AT 5:00 P.M.

PRESENT: TIM MCDANIEL PRESIDENT, PHIL HART COMMISSIONER, SUSIE CVECHKO COMMISSIONER, CONNIE KAUFMAN COUNTY CLERK, BEN PROPST COUNTY COORDINATOR AND SHANA FREY COUNTY ADMINSTRATOR

Dennis Burner, John Cutright, Sam Wright, Annette Santilli, Stephanie Santilli, Thomas Hoxie, Intermountain Representative, Tammy Narog

Tim McDaniel called the meeting to order and led the pledge of allegiance.

Phil Hart made a motion to nominate Tim McDaniel for president, seconded by Susie Cvechko. The County Commission President for 2017 is Timothy McDaniel.

Commissioner McDaniel welcomed and congratulated Commissioner Susie Cvechko, County Clerk Connie Kaufman, Prosecuting Attorney Thomas Hoxie and Assessor John Cutright.

Meeting minutes from December 5, 2016 and December 19, 2016 were approved on a motion by Phil Hart and seconded by Tim McDaniel.

Tim McDaniel requested and made a motion to amend the agenda to include quotes for the heating system at the Community Corrections building. Phil Hart seconded this motion.

John Cutright presented Exonerations.

Connie Kaufman presented 23 final settlements. On a motion by Tim McDaniel and seconded by Phil Hart, the settlements were approved.

Century Volga PSD submitted a request to reappoint Ronnie Holbert to their Board of Directors. On a motion by Phil Hart and seconded by Tim McDaniel, this reappointment passed.

The Park and Recreation Board has members up for reappointment. On a motion by Tim McDaniel and seconded by Susie Cvechko, Rickey Hymes and Roger Nestor were reappointed to the Park and Recreation Board.

North Central Community Action requested a nominee for the public sector to be on their board of directors. On a motion by Tim McDaniel and seconded by Phil Hart, Susie Cvechko was nominated for this board and will be submitted for approval.

A budget adjustment was presented to include the CFIA Window grant project in the 2016-2017 budget and also to move \$8,309.00 from contingencies to purchasing to cover the cost of light equipment in the new sheriff cruiser. On a motion by Phil Hart and seconded by Susie Cvechko, this adjustment was approved.

Shana Frey also reported that the window grant was approved for an extension. The Project completion is now set for April 2017.

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Commissioner McDaniel read a letter the Assessor received from the state tax department saying that each year the Property Valuation Training and Procedures Commission (PVC) reviews progress of county assessor' offices in complying with standards. At their November meeting, the PVC determined the Barbour County Assessor's Office was in compliance with all areas that were reviewed and office staff should be commended on a job well done. Mr. Cutright reported that this is the first time in nearly 20 years that Barbour County has been in compliance.

Commissioner McDaniel also read an email that was received from the Senior Justice Program Specialist at the Division of Justice and Community Services. In her email she stated: "I just wanted to let you all know that you are doing a fantastic job on your monthly reporting both programmatic and financial portions. I am very impressed with Barbour County as a first year PRO sub-grantee.". Tim thanked Officer Jeff Roy and Shana Frey for their timeliness and good job.

Annette Santilli provided the Commission with information for the Barbour/Taylor/Upshur night at the Legislature. It will be held on March 29th.

She reported a good turnout for the Legislative Round table that was held on December 13.

Food handler classes will be held on January 4th and February 9th, and on a monthly basis.

She reported the retirement of Rochelle Sutton effective December 31st. A community open house will be held on January 20 from 1-3 at the Health Department. Annette was pleased to announce that Mrs. Sutton will still be working with the Health Department part time for various programs.

A Mt. Hope Coalition Grant was applied for.

Annette also read a Proclamation naming January Cervical Cancer Month.

Global Science and Technology (GST) submitted their maintenance and support quote for this year. The cost remained the same as last year at \$1,300.00 per month. GST provides outstanding support. On a motion by Phil Hart and seconded by Tim McDaniel, this contract was accepted.

Animal Friends will be transporting dogs to Baltimore this week. On a motion by Tim McDaniel and seconded by Susie Cvechko, \$300 was approved to help fund costs associated with the transport.

The North Central Regional EMS made a request for Barbour County to pay a 5 cent per capita fee in the amount of \$829.85. This helps fund EMS, EMT and Paramedics for recertification.

Tim McDaniel informed the other commissioners of a meeting at the Extension Office on Thursday January 5 at 11:00

Two quotes were received in regards to 1095 forms. Shana Frey briefly provided information from Shenandoah Valley Group and CSSI. IT was determined that CSSI would be the best option. On a motion by Phil Hart and seconded by Tim McDaniel CSSI was approved to do the 1095 forms.

Thomas Hoxie asked approval of his staff. Whittney Cale as secretary and Roger Curry as the Assistant Prosecutor. Mr. Hoxie has been in communication with the Senior Center and has found an empty office that the Senior Center is willing to rent. An agreement has been met and the office is getting prepared.

Mr. Hoxie also requested that to reallocate line items in his budget and will be an in-house revision.

He also requested to be removed from the Civil Service Commission due to becoming Prosecutor Attorney. He suggested being replaced with Mr. Hunter Mullens. The commission will be in contact to see if there is interest.

Tammy Narog was in attendance and gave a report on the Community Corrections program. She stated community service doubled in December to over 5,000 hours. She expressed a need for security cameras and provided two quotes. The commission requested a revised bid from Advanced Alarms Technology so that they are comparing the same number of cameras.

Tim McDaniel reviewed the animal control report. He reported that several monetary and dog food donations have been received in response to a recent animal seizure.

Tim reported that a new truck was purchased for Animal Control and requested a set of mud flaps to be ordered for the front and back. A log will also be kept for all maintenance on the vehicle.

The Animal Control officer expressed the need for two new kennels to replace old torn up kennels for overflow. On a motion by Phil Hart and seconded by Susie Cvechko, this was approved. Further discussions were held on kennel improvements.

The quotes were reviewed and discussed for the Community Correction heating system. After much discussion and on a motion by Tim McDaniel and seconded by Phil Hart, the Commission chose to accept the bid from Dave's Plumbing and Heating in the amount of \$7,275.00. Phil Hart also noted that these quotes are from local companies and the commission tries to keep business in Barbour County.

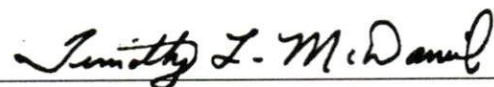
Mr. Sam Wright expressed concerns regarding the availability of meeting agendas and would like to have them made available on the county website. Plans are underway to partner with Alderson Broaddus University for web design and implement a county website and plans to publish agendas, meeting minutes, ect.

Tim McDaniel reviewed Board of Review and Equalization dates that will be published in the paper. These include February 6 from 3-4:30, February 9 at 4:00, February 10 (minerals) at 10:00 and February 15 at 4:00.

The next regular meeting will be held on February 6 at 5:00pm.

On a motion by Tim McDaniel and seconded by Phil Hart, the following final settlements were approved: DAVID LEE COLLINS, LINDA LEE TRADER, JOHN D. ALLEN, VERSEL MAYLE, BETTY JO MARTENEY, JOHN D. RUSS, JR., EDWARD LEROY MURPHY, GALE DALE BOOTH, RICHARD NORRIS, MANERVA MARIE LANTZ, PHYLLIS JANE MOORE, DARLENE M. RUSS, WILLIAM PRESTON SMITH, NORMAN ARBOGAST, WILLIAM RAY BOWERS, SR., MARVIN FRANKLIN DAUGHERTY, CARL DWAIN HILL SR., THOMAS W. DADISMAN, MARTHA ELIZABETH SUDER, JOHN E. MCCLUNG, MILFORM G. YEAGER, MILDRED G. YEAGER, MILDRED ELAINE GUTSHALL, DOUGLAS EDWARD SINSEL

On a motion by Phil Hart and seconded by Susie Cvechko, the meeting was adjourned at 6:10 pm.



Timothy L. McDaniel, President