

## Barbour County Commission Meeting

September 17, 2021

9:00am

SUSIE CVECHKO COMMISSION PRESIDENT, JAMIE CARPENTER COMMISSIONER, DAVID STRAIT COMMISSIONER, CONNIE KAUFMAN COUNTY CLERK, SHANA FREY COUNTY ADMINISTRATOR

Kim Lewis, Brett Carpenter, Dylan Harper, Lauren Norman, Corey Brandon, Cheri Sturm, Wesley Gray, James Sandy

Susie Cvechko called the meeting to order at 9:00am and led the Pledge of Allegiance.

The commission meeting was held via conference call.

On a motion by Jamie Carpenter, seconded by David Strait, the August 30, August 31, September 7, and September 14 meeting minutes were approved. 3/0

Exonerations were presented.

Connie Kaufman reported that heirs in the Charles Shingleton estate have been discovered and the Sheriff is no longer requested to administer this estate.

On a motion by David Strait and seconded by Jamie Carpenter, nine (9) final settlements were approved. 3/0

KAY ELAINE JORDAN, EMOGENE MAYLE SPARKS, SHARRON L. BENNETT, PHILIP DALE MERCER, ELLEN MAE HICKS, MARY KATHYRN THORNE, MELVIN RAY SWICK, NATALIE MADGE HARRIS, FRANK JAMES HOFFMAN

Cheri Sturm, Mayor of Belington, presented an October event that is scheduled utilizing the Municipality Event grant program offered by the County Commission. The event will consist of a hay ride beginning at the Belington Reservoir and travel through Laurel Mountain, then return to the Reservoir where kids will have the opportunity to pick a pumpkin from a pumpkin patch. Businesses will hand out candy along the way. Funds from the event grant will pay for the pumpkin patch pumpkins.

Commissioner Cvechko requested that she contact the Barbour County Health Department to communicate their COVID safety plan and adapt plans in accordance to Heath Department recommendations.

The City of Philippi has decided to table their Municipal event proposal until Spring 2022.

Sheriff Carpenter presented an updated quote to be used with the USDA grant, however he also intends to get an additional quote from John Jones Automotive Group, which could be a quicker turnaround to receive the vehicle.

He updated the Commission regarding a deputy termination and that an appeal hearing will be held on September 29.

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He discussed the on-going need for a Sheriff's Department side by side for emergency response. Quotes are being requested and he asked for the commission's support to consider paying half of the cost. The commission will take this into consideration.

Lauren Norman, Chief Tax Deputy, provided an update on the DMV Vehicle Renewals. A presentation at a recent conference indicated that the State Legislature will be requested to review state code pertaining to the processing of DMV renewals at courthouses and to consider funding the supplies and an employee's salary. Further discussions will be held at a later meeting.

Also discussed were body cameras worn by Sheriff Deputies. The current cameras are declining and need to be replaced. Not all quotes have been received so the Sheriff requested to table this item until a later meeting.

Lauren Norman provided a report from the Sheriff's Tax Office. The County Valuation Fund received \$164,228.91 in one lump payment for the 2021-22 fiscal year. This amount is 2% of 2020-21 taxes collected by using a calculation per the WV State Auditor's Office.

She also reported that 95% of the 2020-2021 taxes were collected, therefore making Sheriff Carpenter eligible to receive the \$15,000 commission per state code.

A discussion was held regarding the purchase of a finish mower for the Barbour County Fairgrounds. On a motion by Susie Cvechko, seconded by Jamie Carpenter a Del Morino XRM235 93" finish mower was approved to purchase from Schrocks Farm Equipment in the amount of \$3,995.00. 3/0

Corey Brandon discussed receiving a Homeland Security grant in the amount of \$55,000.00 for the purchase of APX8000 all band portable radios for the Barbour County Sheriff's Department. A quote was received from Motorola for twelve radios in the amount of \$65,507.52. On a motion by David Strait, seconded by Jamie Carpenter, the purchase of twelve Motorola radios was approved, utilizing \$55,000.00 in grants funds, \$10,917.92 from general funds. 3/0

Corey also discussed maintenance to the OEM tower at the 911 Communications Center. He explained that this tower is the redundancy system for the 911 radio system and maintenance on the tower will need to be completed before the new system is implemented. On a motion by Susie Cvechko, seconded by David Strait, the quote from DC Computers in the amount of \$2,680.00 was approved.

A COVID-19 updated was provided.

Dylan Harper, 911 Director, requested consent to hire Brandon Delaney who will be filling an open position on night shift beginning October 5, 2021.

He also reported that he has begun the NACO High Performance Leadership Academy training.

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The 911 Advisory Board is in the process of being reestablished in accordance to WV State Code 24-6-5. On a motion by Susie Cvechko, seconded by Jamie Carpenter, the reestablishment of this board and the appointment of Dylan Harper was approved. 3/0

Quotes were received for the Records Management Preservation Board grant projects for the Circuit Clerk and County Clerk offices. On a motion by Susie Cvechko, seconded by David Strait, the quote from Precision Services was approved up to \$3,000 for the County Clerk project and up to \$10,000 for the Circuit Clerk project. 3/0

Shana Frey presented a Host Agency agreement for the Senior Community Service Employment Program. Senior Community Service Employment Program is a community service and work-based job training program for older Americans. Participants work an average of 20 hours per week. On a motion by Susie Cvechko, seconded by Jamie Carpenter, the Host Agency agreement was approved. 3/0

A discussion was held regarding the realignment of the maintenance department. On a motion by Susie Cvechko, seconded by David Strait, Verle Brown was appointed as the Barbour County Facilities Maintenance Supervisor and will oversee maintenance at all county facilities. 3/0

James Sandy discussed the upcoming Barbour County Fair board's demolition derby and requested permission to utilize equipment owned by the County Commission for this event. A work session will be planned to discuss further.

Verle Brown submitted a request for permission to purchase a spare compressor for the courthouse AC units. The lead time for this part is several weeks, which caused the AC to be out of service in the courthouse for approximately six weeks this summer. Commission gave the go ahead to get quotes for a spare compressor and present them at the next meeting.

The Emergency and Crisis Management Exemplary Community Award nomination period is open through October 31.

The Community Fall Fest event to be held at the Fairgrounds on October 2<sup>nd</sup> and 3<sup>rd</sup> was discussed in regards to COVID-19 concerns. Activities will take place over two days and will include music by Cody Clayton Eagle, Lumberjack contest, Car Show, and vendors. Activities will be spread out to encourage social distancing. Seating for the concert will be limited to 50% capacity at the John Lloyd Entertainment center. A safety plan will be submitted to the Barbour County Health Department and will be adjusted per recommendations. This event will be free to the public.

The COVID-19 sick leave policy was reviewed based on recent guidance. It was determined that no revisions are needed at this time.

Board of Assessment and Appeals was set for October 4<sup>th</sup> at 4:00pm in the County Commission room and will be held via conference call.

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The next regular commission meetings are scheduled for October 4<sup>th</sup> at 5:00pm and October 15<sup>th</sup> at 9:00am.

On a motion by Susie Cvechko, seconded by Jamie Carpenter, the meeting was adjourned at 11:20am. 3/0

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Susie Cvechko, President

Barbour County  
Cornie L. Kaufman, Clerk  
Instrument 265647  
10/05/2021 @ 10:47:02 AM  
COUNTY COMMISSION MINUTES  
Book 28 @ Page 255  
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