

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD TUESDAY, DECEMBER 5, 2017

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 5th day of December, 2017 at 10:30 a.m. at the Courthouse.

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Present: Tim Ennis, President
Stacey Wise, Commissioner
Sylvia J. Benzo, County Clerk

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The Commission held their preliminaries before the meeting including a prayer and pledge of allegiance.

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A motion was made by Stacey Wise, seconded by Tim Ennis and unanimously passed to approve the minutes of the meeting held on November 28, 2017.

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This being the first regular meeting for the month of December, 2017 fiduciary matters were presented to the commission for approval after having been cared for in the absence of the Commission by the County Clerk. The meeting will remain open until the end of the regular meeting and if no objections are filed will close at the end of their regular meeting.

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A copy of the following correspondence was given to each of the Commissioner's for their review:

A letter was received from Mary Blum requesting to be appointed to the Brooke County Board of Health.

A letter was received from the Brooke County Bar Association letting us know that they have appointed Chuck Jackson to the Brooke County Civil Service Board as their nomination.

An update from Doug Wayt on their recent meeting with the DOH concerning the Brooke Pioneer Expansion North Trail was received.

An e-mail was received from Sheriff Palmer requesting to hire Katherine Hukill as a part-time dispatcher starting December 16, 2017 was received. The Commission tabled this until next week.

An e-mail was received from Andy Nickerson requesting to hire Elizabeth Kyanko and John Williams as part-time EMT's, effective December 10, 2017. Stacey Wise made a motion, seconded by Tim Ennis and unanimously passed to approve the request.

A letter and resume were received from Luke Diserio asking for consideration of a seat on the Brooke County Parks & Recreation Commission Board.

A copy of the Brooke County Public Service District minutes of their October 26, 2017 meeting was received.

A copy of the Brooke County Board of Health minutes of their August 28, 2017 meeting was received.

A check was received from the State of West Virginia in the amount of \$14,261.86 as part of the Small Cities Block Grant. The Clerk had notified Barb Zimmox of BHJ to provide invoices for this payment.

A letter was received from the Courthouse Facilities Improvement Authority congratulating us on our award for the 15th Grant Cycle and outlining a copy of a check-off list of grant requirements.

A letter was received from Ted Pauls of Bethany asking to be appointed to the Brooke County Board of Health.

The above correspondence was ordered filed in the County Clerk's Office.

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A part-time contract was signed by the Commission for B. J. Hammonds of the Ambulance Service.

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A Request for Revision to the Approved Budget which needs sent to the State was submitted for approval for \$10,523 which was taken from the Commission line item and put into Courthouse. This was for the air-conditioning.

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Sheriff Palmer stated that on September 11, 2017 there was an industrial fire in the City of Wellsburg in which police officers went above and beyond their duties and he wanted to have this Special Recognition Day to honor those individuals. He presented to West Virginia State Trooper Keith Castle an award for bravery, Deputy Shane Siranovic a Life Saving Award, Deputy Devon Baker a Life Saving Award, Sergeant Tim Robertson a Bravery Award, and to Corporal Kristen Richmond a Life Saving Award. These awards were presented due to their selfless acts of courage and their heroism.

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The Commission wanted to give special recognition to Leonard Ginier and Dolores Ginier for their services on the Museum Board. Ruby Greathouse stated that they had fourteen and seventeen years of service respectfully serving on the board and their service will be missed. He Commission presented them with a plaque for their service.

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Norman Schwertfeger was present and expressed his sympathy for the loss of Patricia Welling who recently passed away. She served on the Economic Development Authority Board.

He also stated that the EDA Board is considering meeting quarterly. Mr. Schwertfeger stated that Bethany has agreed to sponsor the meeting in May and November, Brooke Hills Park will sponsor August and they are looking for someone to sponsor February.

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Bob Sadler and several members of the Hammond PSD Board were present to update the Commission on their water break. On November 9, 2017 there was no water or low water pressure. There was a break at the creek crossing, however; they were able to tie into Wellsburg through the emergency tie-in which now has been providing them with drinking water. They were concerned about fire protection. They have secured two bids for the repair of the line, one which totaled over \$112,000 and the second over \$350,000. The Commission will work with our legislators for funding as they probably have more information on how to apply for funding.

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Butch Rotellini reported that there is a new subdivision in the county with eleven new homes going in Colliers. Mapping and Addressing have assigned a road name.

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Bob Sadler discussed with the Commission the merger with Hammond and the Brooke County PSD and felt that once Hammond gets over a few hurdles they would be able to make it on their own. Commissioner Wise stated that the employees were never part of the issue that the numbers were looked at and in order for new infrastructure and expansion there is no room to grow is why the merger is being discussed.

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Martin Wach presented to the Commission information on building tiny houses. He currently is working with Wheeling and has a tiny house on Wheeling Island. He also has been working closely with FEMA and talking with HUD who he said has approved the concept of the tiny house being built. If there is a flood the tiny house could be collapsed. He thanked the Assessor for putting him in contact with Jon Meriwether of Merco Marine as he has put a house on a pontoon boat for transporting. He would like to bring the product to see if it is something they can do as he feels it would benefit the county.

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Christine Smith of NPWDB, Inc. was present to update the Commission on happenings within the Workforce Investment Board. She presented to each Commissioner a packet containing the Program Year Awards for 2017-2018 for adults, dislocated workers and youth totaling \$320,573. The Rapid Response Program Activity totaled twenty-three employees from July 1, 2017 through October 31, 2017. She also presented information on the Individual Training Account, Youth Program Activity Report "SP NEG Program" and the Summer Youth. Commissioner Wise felt the income guidelines needed to be adjusted. The Commission commended her for all their hard work.

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Bob Sadler commended the Commission for helping with the recycling. Commissioner Wise wanted to know if there was one central location such as at the Solid Waste Authority Building, would he do recycling. He felt most individuals in the County would recycle. Mr. Sadler stated that Beech Bottom has their own bin and they take it to the SWA and empty it. He also stated that Beech Bottom has been awarded the "Make It Shine Award" for the ninth year. The Commission felt that they should get the cities involved.

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The Commission received information from Marion Coulter that he is taking Family Medical Leave, from the Ambulance Service and also from Tia Moore for Family Medical Leave, she also is from the Ambulance Service.

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Invoices and vouchers were approved and the following checks were ordered written:

General County Fund - Check Nos. 19989 through 20018 for \$23,956.86
Payroll withholding - Check Nos. 20019 through 20023 for \$111,690.09
ACH - \$45,727.05
Dog Fund - Check No. 1298 for \$1,777.11
E-911 - Check Nos. 1862 through 1865 for \$2,967.27
Ambulance Fund - Check Nos. 3592 through 3604 for \$6,988.30
Shelter Levy - Check Nos. 580 through 584 for \$23,823.03
Valuation Fund - Check Nos. 1222 through 1223 for \$14,110.43

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No further business to come before the Commission a motion was made by Stacey Wise, seconded by Tim Ennis and unanimously passed to adjourn.

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Timothy R. Ennis, President

Teste:

Sylvia J. Benzo, Clerk

