

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD TUESDAY, SEPTEMBER 4, 2018

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 4th day of September, 2018 at 10:30 a.m. at the Courthouse.

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Present: Tim Ennis, President
Jim Andreozzi and 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 Jim Andreozzi, seconded by Stacey Wise and unanimously passed to approve the minutes of the meeting held on August 28, 2018.

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This being the first regular meeting for the month of September, 2018 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 the regular meeting.

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

A copy of the minutes of the Brooke County Public Service District meeting of July 25, 2018 was received.

A Request for Revision to the approved budget transferring the fund balance on June 30, 2018 to the County Commission. Jim Andreozzi made a motion, seconded by Stacey Wise and unanimously passed to approve the Assigned Fund Balance to the County Commission budget which revision is for \$200,040 in the Coal Severance Fund.

A request was received from Sheriff Palmer asking the Commission to seek bids for a new collection counter for the Sheriff's Tax Office, including removing the old counter. Jim Andreozzi made a motion, seconded by Stacey Wise and unanimously passed to approve the request.

A letter was received from the State Auditor letting us know they will be providing free training to boards and authorities on a variety of issues dealing with Ethic Laws, Taxable Fringe Benefits, Internal Controls, etc. Several meetings are scheduled throughout West Virginia in October. The Commission asked that this be mailed to our boards.

A letter was received from the WV Division of Culture & History letting us know that the Market Street Bridge is being considered for nomination to the National Register of Historic Places at a meeting on September 28, 2018 at Hawks Nest State Park. A brochure was enclosed listing rights of owners to comment on the listing.

A copy of the West Virginia Records Management Grant application and guidelines which is due by November 1, 2018 for preservation grants.

A copy of a Proclamation which was issued by Secretary of State, Mac Warner declaring September, 2018 as National Voter Registration Month was received.

A letter was received from Sheriff Palmer advising that he has hired Amanda Meeker as a part-time dispatcher for the 911 Center.

A copy of the minutes of the Hammond Public Service District of their August 15, 2018 meeting was received.

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

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A motion was made by Jim Andreozzi, seconded by Stacey Wise and unanimously passed to authorize Commissioner Ennis to sign a Memorandum of Understanding pertaining to the 911 Fees that are sent to Hancock County. Commissioner Andreozzi expressed the Commission's appreciation in working with Hancock County and negotiating this issue. The Commission indicated that no discussions have been held since the initial agreement. The Brooke County Commission increased our E-911 fees from \$2.05 to \$6.05 but never adjusted the rates that were sent to Hancock County. The amount of fees collected as of July 1, 2018 for the fiscal year 2017-2018 represents \$24,800 per quarter or \$99,200 annually using a population percentage of 15.27% and was developed from the following formula example of \$111,015 quarterly landline PLU's PLUS \$51,367.52 quarterly wireless MULTIPLIED by 15.27% = \$24,795.51 or \$24,800 rounded. The Agreement with the Hancock County Commission states that the Brooke County Commission agrees to delegate responsibility of dispatching for all of the City of Weirton including the Brooke County portion of Weirton to Hancock County and to permit Hancock County to collect the combined sum of \$24,800 per quarter beginning July 1, 2017. The fee of \$24,800 shall continue and be reviewed on an annual basis.

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The Commission announced a vacancy on the Hammond Public Service District Board due to the resignation of Thurman Speece.

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

General County Fund - Check Nos. 21388 through 21402 for \$20,319.42
Payroll withholding - Check Nos. 21382 through 21387 for \$110,619.56
ACH - \$39,991.91
Dog Fund - Check No. 1355 for \$240.98
E-911 Communications - Check Nos. 2007 through 2010 for \$2,718.05
Ambulance Fund - Check Nos. 3928 through 3934 for \$1,981.34
Shelter Levy - Check Nos. 732 through 735 for \$5,238.58
Enhanced 911 Equipment - Check Nos. 2011 through 2012 for \$3,026.25
Valuation Fund - Check No. 1315 for \$20.85
Business Development Fund - Check No. 161 for \$8,625.00

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

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Timothy R. Ennis, President

Teste:

Sylvia J. Benzo, Clerk

