

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD TUESDAY, FEBRUARY 5, 2019

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 5th day of February, 2019 at 10:30 a.m. at the Courthouse.

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Present: Tim Ennis, President
Stacey Wise and Andrew J. Thomas, Commissioners
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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Commissioner Wise had a correction to last week's minutes in which it was stated that drawings for the E-911 Center were obtained from Lombardi Development but they were actually obtained from Paul Luttamus Communications. A motion was made by Andrew Thomas, seconded by Stacey Wise and unanimously passed to approve the minutes of the meeting held on January 29, 2019.

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This being the first regular meeting for the month of February, 2019 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. Commissioner Thomas recused himself from voting on all documents in which he served or is currently serving as the attorney or as a former fiduciary commissioner.

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

A copy of the Brooke County Public Service District minutes of their meeting of December 20, 2018 was received.

An e-mail was received from Secretary of State Mac Warner giving an update on preserving the integrity of West Virginia's Election System.

Information from the Brooke County Economic Development providing a brochure on their upcoming workshop on February 27, 2019 at the Library at 9:30.

An e-mail was received from Michael Traubert expressing his interest to serve on the Brooke County Economic Development Board. A copy will be sent to Joan Simonetti-Beck and Norman Schwertfeger of the EDA Board.

A letter was received from the Department of Highways letting us know that legislation requires that any Statewide Transportation Improvement amendment be made available for public review and comment. They attached a list of Projects but none are in Brooke County.

A letter was received from the State Auditor's Office enclosing requirements in order for us to be able to submit an estimate of revenues and expenditures to them for our FY2019-2020 budget.

BUDGET REVISION TRANSFER: - To cover overdrafts in various line items
County Commission - Moving \$1,000
County Clerk - Moving \$1,780
Prosecuting Atty. - Moving \$3,450
Elections - Moving \$12,000
Courthouse - Moving \$500
OES - Moving \$1,925

Flood Control - Moving \$13,000

The above corrections were approved by the Commission. Also approved were "Request for Revisions to the approved Budget which needs sent to the State which were Revision No. 7 for \$82,250 and Revision No. 8 for an increase of \$675.

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A motion was made by Stacey Wise, seconded by Andrew Thomas and unanimously passed to reopen the Estate of Frank Anthony Ujcich as the Executrix failed to transfer the title on the vehicle he owned during the administration of the estate.

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Paul Lauttamus was present to give an update on the relocation of an antenna to a tower in West Liberty for radio communications. He explained that an Intermodal Study was done which looks at all the frequencies on the tower and a Tower Study is being done to make sure the tower is not over loaded. He discussed the hardline and how it works which depends on the height to the tower. All this information needs to go to Ohio County and to the Engineer with hopes that it is completed by next week. If determination is made that the tower is substantial to hold our equipment we can move forward. Commissioner Ennis stated that the Commission is working under urgency, however; it is frustrating because we have to do all the preliminary work first, which takes a lot of time and the installation can be done in a matter of a few hours, once all the studies are done. Sheriff Palmer questioned if new equipment would be purchased what would be the process to add it? Mr. Lauttamus felt there would be no problem in disconnecting the old and installing new equipment as the county owns the tower but not the land. Mr. Lauttamus stated that we are so close to Pittsburgh who also vies for tower space. Rev. Brian Knight was present for the update on the equipment and where the county is at in terms of equipment updates. Commissioner Ennis stated that the Commission is committed to have the best for our law enforcement to make them the envy of the state. Rev. Knight questioned if there was a line item in the budget? Mr. Lauttamus stated that the Commission has requested budget information and have discussed a contingency plan. Sheriff Palmer stated that the E-911 Advisory Board will be meeting on February 19, 2019 and would like to have prices on maintenance in place. Deputy Darin Pizer stated that they currently pay about \$17,000, however; with more equipment this will probably go up. Rev. Knight wanted to know if there is any grant writing to help financially. Bob Fowler has done some previous grant writing for different projects but the Commission deferred to the Sheriff. Sheriff Palmer stated that sometimes Motorola has information available but he will keep his eyes open. Commissioner Ennis felt that we are going through the lengthiest of the processes and once we sign the appropriate forms the installation will be quick. Rev. Knight would like to have another update in March and would like to know where the funds would come from in the budget. The Commission thanked Mr. Lauttamus for his information and are very optimistic to move forward.

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Jonette Lazasz from the Schwendeman Agency was present to let the Commission know they are working with the Health Plan concerning health care insurance for the county. She was told the increase is in the single digits but has not been told the exact amount. She will work with them to try and get the rates down further. She also let the Commission know that there will be a symposium in May and the Commission is invited to participate. Commissioner Ennis thanked her and her staff as the county spends a lot of money on insurance and look for the best rates for the best health care for employees.

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Ruby Greathouse reported that the Museum participated in the auction held by the Brooke County Board of Education. She also reported she had a call from Missouri to see if they could borrow an item from the Museum, however; she reported it was too big to ship. The item was a Centennial Plaque.

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Christina Taylor asked how to obtain cost figures for the recent upgrades to the Courthouse. Commissioner Wise reported that the lights and upgrades were about \$380,000 with \$100,000 being a grant.

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Tim Hooper from the State Treasurer's Office was present and let the Commission know that representatives will be in the Courthouse soon to give information to employees on the 457 Retirement Plan. He also reported that a list of Unclaimed Property will be listed in an up-coming newspaper addition to residents.

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The Commission will be in Charleston for meetings and legislative updates next week, therefore; Tuesday, February 12, 2019 meeting will be moved to Friday, February 15, 2019 at 10:30 a.m.

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

General County Fund - Check Nos. 22188 through 22210 for \$155,666.31
Payroll withholding - Check Nos. 22183 through 22187 for \$112,712.11
ACH - \$40,302.93
E-911 - Check Nos. 2089 through 2092 for \$59,443.72
Ambulance Fund - Check Nos. 3945 through 4129 for \$74,859.84
Shelter Levy - Check Nos. 810 through 813 for \$24,181.65
Valuation Fund - Check Nos. 1361 through 1363 for \$14,290.82
Void - Check No. 1362

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

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Timothy R. Ennis, President

Teste:

Sylvia J. Benzo, Clerk