

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD TUESDAY, DECEMBER 1, 2020

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 1ST day of December, 2020 at 10:30 a.m. at the Courthouse.

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Present: Tim Ennis, President
Stacey Wise, Commissioner
Andrew J. Thomas, Commissioner
Kimberly M. Barbetta, County Clerk

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

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A motion was made by Andrew J. Thomas, seconded by Stacey Wise and unanimously passed to approve the minutes of the meeting held on November 17, 2020.

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This being the first regular meeting for the month of December, 2020 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 Andrew J. Thomas abstained.

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

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An Administrative Order received from First Judicial Circuit Court regarding the temporary closing of Brooke County Courts and Clerks Offices. (This was regarding Thanksgiving week.)

A motion was made by Andrew J. Thomas, seconded by Stacey Wise and unanimously passed to sign the Resolution between the Brooke County Commission and Business Development Corporation of the Northern Panhandle. Brooke County Commission wishes to designate the Business Development Corporation of the Northern Panhandle and the lead economic development agency for Brooke County, West Virginia.

A motion was made by Stacey Wise, seconded by Andrew J. Thomas and unanimously passed to approve \$8,000.00 in financial support of the Weirton Transit Authority Corporation.

A letter from Kenneth Fletcher requesting to be reappointed to the Brooke County Parks & Recreation Commission. (2 week waiting period)

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the hiring of Trevor Richman as the Property Compliant Director. He will be working out of the Solid Waste Authority Office, his time will be a flexible schedule, 10-15 hours per week, not to exceed 20 hours per week. Starting date of November 30, 2020. (Pending drug test and background check)

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the Maintenance Service Agreement between the Brooke County Commission and Advanced Communication Company. Agreement terms are January 1, 2021 thru January 1, 2022. (\$1,400.00 per year)

An Email from Joy Reese, HOME program; the HOME allocation for First Time Home Buyer Program is now \$241,329.00 - have funding for at least 24 new certificates. Fantastic Program for First Time Home Buyers. The Commission commended the HOME program in all that they do to help first time home buyers; pleased tell your friends and family about the program.

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the request by Andy Nickerson, Brooke County Ambulance Service. Andy is requesting to hire Jessica Frey as a part-time EMT starting salary \$14.25 per hour. With a hire date of December 1, 2020. (Pending drug test and background check)

Minutes were received from Hammond Public Service District for October 21, 2020.

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the signing of multiple leases between Empire Trimodal Terminal LLC and Brooke County, West Virginia. They are as follows:

Ground Lease
Memorandum of Ground Lease
Facilities Lease
Memorandum of Facilities Lease

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the BHJ Drawdown on the Pioneer Trail Project in the amount of \$21,269.20.

A motion was made by Stacey Wise, seconded by Andrew J. Thomas and unanimously passed to approve funding to the Public Service District's as follows:

Hammond PSD - \$78,000.00
Washington Pike PSD - \$11,000.00
Brooke County PSD - \$11,000.00

These funds are available through the Governor's \$100,000.00 Block Grant. Pending allocations of all proper paper work and receipts.

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to sign and submit the Brooke County Certified November 3, 2020 Election results with the State of West Virginia. The official certified date is December 1, 2020. Congratulations to all!

Andrew J. Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the amount of up to \$3,000.00 for full time employees and up to \$1,500.00 for part time employees; this will be at the discretion of each department head.

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

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

Payroll Withholdings	ACH - for \$823.00
	CKS - 25449-25458 for \$6,905.81
General County Fund	001 CKS - 25459-25488 for \$44,965.02
E-911 Communications	007 CKS - 2442-2444 for \$316.46
Home Confinement	008 CKS - 1530 for \$5,835.00
Ambulance	025 CKS - 4867-4876 for \$5,978.51
Excess Levy	027 CKS - 25489-25498 for \$88,374.17
Fire Levy	028 CKS - 1790-1799 for \$49,176.14
Shelter Levy	030 CKS - 1164-1167 for \$1,027.19
Valuation	056 CKS - 1587-1590 for \$954.32

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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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Tim Ennis, President

Teste:

Kimberly M. Barbetta, Clerk

