

## BARBOUR COUNTY COMMISSION MEETING

January 6, 2020

5:00 pm

**SUSIE CVECHKO COMMISSION PRESIDENT, TIM MCDANIEL COMMISSIONER, JAMIE CARPENTER COMMISSIONER, SHANA FREY ADMINISTRATOR**

Kim Lewis, Cheryl Bowers, John Cutright, Danielle Rush, Jean Clark, Carolyn L Gandee, Geneva Mayle, Ann Wright, Bill Bowers, Leslie Maley, Bayli Rhodes, Tammy Narog, Jim Kines, Jennifer Channel, Mary Cather, Gerald Fogg, Cory Cox, Brett Carpenter, Kristy Stalnaker, Kendra Vance, Marija Ilic, Ruston Seaman, Corey Brandon

Susie Cvechko called the meeting to order and led the pledge.

The election of Commission President was held. Tim McDaniel nominated Susie Cvechko as president for the 2020 term. Jamie Carpenter seconded the nomination and Susie Cvechko accepted. Passing unanimously, Susie Cvechko is the Barbour County Commission President for the 2020 term.

Tim McDaniel made a motion to allow Commissioners to teleconference in the event they are unavailable to attend in person, Jamie Carpenter seconded and passed unanimously.

On a motion by Susie Cvechko, seconded by Tim McDaniel and passed unanimously, holidays, as defined by the State of West Virginia, and any additional proclamations made by the West Virginia Governor, as outlined in WV Code 2-2-1, will be observed by the Barbour County Courthouse.

On a motion by Susie Cvechko and seconded by Jamie Carpenter, the meeting minutes from December 2, 2019 were approved.

Exonerations were presented.

In Connie Kaufman's absence, nine (9) final settlements were presented. On a motion by Tim McDaniel and seconded by Jamie Carpenter, the following final settlements were approved.

CHARLES W. CLAYPOOL, SR., SHEILA JANE TALKINGTON, DAVID DUCKWORTH, REBECCA ANN FINDLEY, CHARLES CALVIN COCHRAN, RACHEL REBECCA O'BRIEN, DOROTHY LEE CAMBELL, BETTY MUSEAN JONES, CHESTER C. HAWKINS, JR.

Appointments to boards and authorities were discussed. On a motion by Tim McDaniel and seconded by Jamie Carpenter, Bucky Poling was reappointed to the Chestnut Ridge PSD board. Appointments will appear again on the February agenda.

Bayli Rhodes read proclamations to declare January as Stalking Awareness Month and Human Trafficking Awareness Month in Barbour County.

Gerald Fogg requested consent from the County Commission to hire Jennifer Channel as a full-time employee in the Circuit Clerk's office. She was introduced to the Commissioners and noted that she was also interviewed by both Circuit Judges and received pleasing reviews. On a motion by Jamie Carpenter and seconded by Tim McDaniel, consent was agreed upon.

# 252703

Danielle Rush, teacher from Belington Elementary School, provided a presentation and interesting quiz on the West Virginia Farm Bureau's Mobile Agriculture Education Science Lab. Every student in the school will have the opportunity to complete an experiment. Preschool will have one session and K-4 will have two sessions. This is the only mobile lab in the state and is taught by Susan Murphy, a retired teacher. Interested schools must schedule well in advance with a cost of \$2,200. The next scheduled visit to Belington Elementary is in 2023. They have actively fundraised and received funds from WV Farm Bureau, Belington Elementary PTA and librarian, and the remaining cost will be contributed from their Blue and Gray 5K race funds. They are requesting \$200.00 from the County Commission. Commissioner McDaniel mentioned he received a support letter from WV Farm Bureau in support of this program. On a motion by Tim McDaniel and seconded by Jamie Carpenter, their request was approved. Mrs. Rush also invited the Commissioners and public to their open house on January 9 from 5-6pm.

Tim McDaniel reported the hiring of Sabrina Beal as the new Barbour County 4H Agent and she will begin in February.

Several Health Department employees and Board of Health board members were in attendance, Cheryl Bowers being the spokesperson. Discussion was held regarding services the Barbour County Health Department offers. While staff supports the missions and goals of the Department, Ms. Bowers expressed the staff's deep concern with financial and program situations. Ms. Bowers reported the recent resignation of Annette Santilli, Health Department Director, board member Denise Leach, and the closure of Home Health Services. Tim McDaniel commented on his positive experience with Home Health but was concerned about the lack of awareness that Barbour had Home Health Services.

Ms. Bowers commented that Commissioner Cvechko and other Board of Health members have been working closely with the staff to remedy the situations and are hopeful that the Home Health program will return. Carolyn Gandee, the Health Department's accountant mentioned the need of an Audit, however the department cannot financially support the cost. Billing has been an ongoing struggle which has resulted in the hiring of a billing company. Payments for services are now being received and past invoices are actively being worked on as well. Concerns were also expressed on the loose records of leave time. The board is working closely with the Division of Personnel to address these concerns.

Overall, the board is hopeful that once billing is corrected and expenses are cut, the Barbour County Health Department will have a positive turnaround.

Ruston Seaman spoke on behalf of Bright Futures and provided data found by their planning grant. He discussed approval from the Board of Education to allow a survey to take place within the school system which would be an asset in moving forward. He reported that during the planning grant, a prevention plan was developed and would like to see funding dedicated to the initiative.



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Information was discussed regarding the status of IT security and the phone system. Due to hardware and software being end of life and incompatible, GST and City Net explained options including splitting the infrastructure to a separate router and server. This will allow the existing firewall to be installed on the internet router and needed software updates provided to the phone system. Equipment needed for this change includes a router for the internet system with required license and service in the amount of \$3,749.45. The phone system requires hardware, license and software updates in the amount of \$29,942.29. It was recommended to keep license and software current on a yearly basis for an expense of \$3,000-\$4,000 rather than a large amount every 5-7 years. Discussions were held. This upgrade was approved on a motion by Tim McDaniel and seconded by Jamie Carpenter.

Tammy Narog provided a monthly Community Corrections report

Cory Cox presented a report for Barbour 911. On a motion by Tim McDaniel and seconded by Jamie Carpenter, executive session was entered at 6:36pm.

Regular session was resumed at 6:54pm on a motion by Jamie Carpenter and seconded by Tim McDaniel.

Corey Brandon presented the OEM report and gave an update on the culvert installation at the 911 center driveway. This is expected to be scheduled in the next couple of weeks. He reported that Barbour County Schools will be receiving Stop the Bleed training in January.

The process for submitting an eteams request was mentioned in order to apply for assistance with a culvert replacement at Mansfield Drive. A flash flooding event occurred on June 27, 2018 that caused a large culvert to be washed out, resulting in the roadway and caged rock foundation to fall into the creek bed. This is creating an increased hazard for flooding upstream, restricts access to residence and major infrastructure for the City's water system, and prevents recreation access. The City of Philippi sent a letter to the Commission requesting assistance. The Commission drafted letters to the Office of the Governor, Department of Homeland Security and Emergency Management and the Department of Transportation. Susie Cvechko read and signed off on a proclamation declaring the need of assistance from the State of WV Department of Highways on a motion by Tim McDaniel and seconded by Jamie Carpenter.

Tim McDaniel provided the Dog Warden report. Bill Bowers, Barbour County Health Department commented on the good relationship they have with the Dog Warden. Renovations to the dog kennel is progressing.

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The following Board of Review and Equalizations dates will be posted in the newspaper:

Thursday, January 30, 2020- 3 p.m. - 4 p.m.

Tuesday, February 4, 2020-3 p.m. - 4 p.m.

Friday, February 7, 2020-9 a.m. - 10 a.m.

Wednesday February 12, 2020- 9 a.m. - ? (minerals)

Saturday, February 15, 2020- 9 a.m. - 10 a.m.

Shana Frey presented the GST renewal support contract for IT services. The monthly charge remains \$1,592.00. On a motion by Susie Cvechko and seconded by Tim McDaniel, the renewal was approved.

The next regular meeting was discussed. Tim McDaniel proposed implementing two meetings per month. Discussions were held and all were in agreement for 1<sup>st</sup> Monday at 5:00pm and 3<sup>rd</sup> Friday at 8:30am. The next regular meeting is scheduled for January 17, 2020 at 8:30am. The following regular meeting will be on February 4 at 5:00pm. It was noted to have the Barbour Democrat run a block ad regarding this change and note the meeting change from February 3<sup>rd</sup> to February 4<sup>th</sup>.

Susie Cvechko noted the Barbour County Fairgrounds "Snow Day" event planning meeting will be on January 8, 2020 at 6:00 at the Tygart Valley Spoil Conservation office.

On a motion by Tim McDaniel and seconded by Jamie Carpenter, the meeting was adjourned at 7:37 pm.

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Susie Cvechko, President