

BARBOUR COUNTY COMMISSION MEETING**JULY 10, 2017****5:00 pm**

TIM MCDANIEL COMMISSION PRESIDENT, PHIL HART COMMISSIONER, SUSIE CVECHKO COMMISSIONER, BEN PROPST COORDINATOR, SHANA FREY ADMINISTRATOR

John Cutright, Vivian Parsons, Bayli Helmick, Reg Trefethen, Shonna Fox, Tammy Narog, Marija Ilic, Nathan Barker, Ricki Ransom, Deb Dadisman, Denise Holbert, Ed Holbert, Ron Skidmore

Tim McDaniel called the meeting to order and led the pledge.

On a motion by Susie Cvechko and seconded by Phil Hart, the meeting minutes from June 5, 2017 were approved.

John Cutright presented exonerations.

Connie Kaufman presented nine (9) final settlements. On a motion by Phil Hart and seconded by Susie Cvechko, the final settlements were approved.

Thomas Hoxie reported that Crim Memorial filed a lawsuit on Mary Margaret Dugan. The lawsuit is scheduled to be heard in October, however attempts will be made to settle prior to the court hearing.

Ed & Denise Holbert were present and expressed concerns over an invoice received from a fiduciary commissioner on the Zeman estate. After discussions, the Commission recommended holding a meeting between the Holbert's, fiduciary commissioner, County Clerk, Prosecuting Attorney, and the Commission to resolve unsettled business.

The Commission received a letter of resignation from Mitch Stemler for the Chestnut Ridge PSD. On a motion by Tm McDaniel and seconded by Phil Hart, Mr. Stemler's resignation was approved.

A letter of recommendation was received from Chestnut Ridge PSD requesting that Jeff Stickler Sr. be appointed to their board. On a motion by Tim McDaniel and seconded by Phil Hart, Mr. Stickler Sr. was appointed to the Chestnut Ridge PSD board.

A budget adjustment was presented to revise the 2017-18 General County and Coal Severance carryover, as required by the WV State Auditor's Office. On a motion by Phil Hart and seconded by Susie Cvechko, the budget adjustment was approved as presented.

The Barbour County Safety Fair is scheduled for August 15, 2017 beginning at 11:00 am at the Barbour County Fairgrounds. Sheriff Ferguson requested for the Commission to contribute \$500.00 toward prizes for the Safety Fair. On a motion by Susie Cvechko and seconded by Phil Hart, this request was approved. Mrs. Cvechko noted that since inception of the Safety Fair, it has been well attended. Mr. Hart added that organizations also do a great job with the children during the safety fair and is also well attended by area agencies and organizations.

New Vision submitted a contribution request for a program benefitting 8-10 children that will train them to enter the work force. On a motion by Phil Hart and seconded by Susie Cvechko, \$1,000 was approved.

Citizens from the Union Community attended the commission meeting to inform commissioners of a recently formed Neighborhood Watch Group within their community. They reported about recent crimes in their community and that elderly and single residents are scared to be in their homes. They gave a report of what the Neighborhood Watch has accomplished thus far and discussed what they would like to see happen. Chief Deputy Carpenter and Prosecuting Attorney Hoxie have both attended their meetings.

They also inquired about how to get a "Union Community Unincorporated" Sign installed. Ron Skidmore is to follow up with this request.

They are interested in getting assistance from the Community Corrections program on community service projects. Tammy Narog, director of Community Corrections, advised them to call her office with project details.

Susie Cvechko applauded the Union residents for being proactive in getting the Neighborhood Watch started.

Jackie Heroman, a representative from "Make a Wish" was present to explain the Make A Wish program and requested the Commission to become an Official Sponsor. She extended the invitation to form a team for the Walk for Wishes event. The Commission will review the information she provided.

Tammy Narog gave a report on the Community Corrections program. She is still waiting to hear about grant funding. Participant numbers are increasing as is DHHR referrals. Mr. Mike Holliday talk about recovery to the participants. Several were in attendance and Mrs. Narog felt it was a good experience for them to hear from someone who in recovered.

Community service is still increasing and they recently added Alderson Broaddus University. They are also working on a brochure that will provide information about community service and projects that the participants have worked on.

Susie Cvechko thanked Mrs. Narog for all her hard work and really caring about the program.

The commission spoke briefly to Reg Trefethen about signage to accommodate the Amish families that have made Barbour County their home. A list will be provided of necessary signage as well as locations.

Mr. Trefethen provided an update on the Airport Authority and current / upcoming projects. Their ultimate goal is to erect the steel building that was purchased by USDA grant funds. Mr. Trefethen discussed their USDA funds deadline and their plans to obtain enough funding to complete the project. Within their plan is a request for \$18,000 from the County Commission. The commission will review documents provided and will have the opportunity to discuss with the project engineer, if needed before making a decision.

The CEOS group sent a thank you card to the County Commission in regards to installing railing at the Gazebo. Tim McDaniel would like to thank the CEOS group for bringing the handrail need to the commission's attention. He also thanked them for placing the American Flags on the courthouse lawn for Independence Day. He noted that they also placed flags on the grounds for Memorial Day. A complaint was received regarding the flags touching the ground, so they were removed. The same flags were modified so they could be utilized.

Ron Skidmore provided an update with 911 and OEM. Signs are underway with the first forty determined. Miss Utility has been contacted and posts are ordered. The project is expected to be completed in approximately 2 months.

Rich's Refrigeration has fixed the Radio room's ongoing cooling issue. It is now working properly.

Skidmore discussed the CJIS audit deficiencies and what it will take to correct the problem areas.

On a motion by Phil Hart and second by Susie Cvechko to enter into Executive Session at 6:25 pm.

On a motion by Phil Hart and seconded by Susie Cvechko, regular session resumed at 8:12 pm.

August 14 at 5:00 will be the next regular meeting due to the County Commission Association conference being held on August 6,7,8.

A quote was presented for blinds in the Courtroom and jury room. The blinds will be fitted to accommodate the storm windows that were installed during the 2nd phase window project and will come with a 5 year warranty and installation. On a motion by Phil Hart and seconded by Susie Cvechko, the quote from Budget Blinds was approved in the amount of \$2,455.15.

On a motion by Tim McDaniel and second by Phil Hart, a new procedure for fund requests will be implemented. The requesting organization will be required to fill out an application with details of their request and organization. The county Commission is also adopting a complaint form. The purpose of this form is to have documentation so that a complaint can be properly addressed. Both forms can be obtained in the following offices: Administrator, Coordinator and County Clerk. They will also be available on the County's website.

Proposals were submitted for pest control for the Courthouse, Community Corrections and Family Court facilities. On a motion by Tim McDaniel and Phil Hart, the proposal from Pest Management Services Incorporated (PMSI) was approved.

After a lengthy discussion, the commission has agreed the 911 CAD system is in need of an upgrade. Not only is the current system outdated and is unable to fully be in compliance with CJIS requirements, it will be an asset to emergency responders and make dispatching more efficient. Multiple quotes and demonstrations have been reviewed and considered. After speaking with several counties, the Zuercher System best fits the county's needs. On a motion by Phil Hart and seconded by Tim McDaniel, with agreeance from Susie Cvechko, the quote has been accepted to purchase the Zuercher Suite in the amount of \$96,815.00. In addition, five computers will also be purchased for the CAD stations. This is to be paid from the County Commission Reserve for Capital Projects Fund.

Shana Frey presented a Certificate of Substantial Completion from Architect Mr. Dan Snead in reference to the Window Repair- Phase II project that was funded by WV CFIA. Work was performed by Talbott Glass. Tim McDaniel signed off on the AIA Document G704.

The Employee Appreciation Picnic has been scheduled for August 14 from 11:30-1:30 at the Courthouse Gazebo.

The following final settlements were approved on a motion by Phil Hart and seconded by Susie Cvechko.

DOROTHY LOUISE CROSS, IOWINA FULLER, GARY PAUL CHRISTIAN, RETA MAE MAYLE, JOHN HOP DALTON, EDWARD CLYDE JONES II, ERNESTINE L. WILSON, JAMES E. KURUCZ, MICHAEL LEE BENNETT.

On a motion by Tim McDaniel and second by Phil Hart the meeting was adjourned at 9:00pm.