COMMISSION MEETING
THURSDAY, MARCH 23, 2017

PRESENT: ROBERT L. BAILEY, PRESIDENT
JIM MORGAN, COMMISSIONER
NANCY CARTMILL, COMMISSIONER
WILLIAM WATSON, COUNTY ATTORNEY
BETH THOMPSON, COUNTY ADMINISTRATOR

Robert L. Bailey, President, called the meeting of the Cabell County Commission to order at 10:00 a.m.

APPROVE:

Jim Morgan, Commissioner, moved to approve the agenda as presented. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

Nancy Cartmill, Commissioner, moved to approve erroneous assessments; land consolidations; split tickets; probate documentation. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

Jim Morgan, Commissioner, moved to approve purchase orders #17-77342 through #17-77572 and pay jackets; handwritten checks to Guardian for $17,508.32, and to Mutual of Omaha for $8,424.88; ACH Drafts for Weekly Claims Experience/Administration Cost-HMBCBS. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

CITIZENS REGISTERED TO SPEAK

#344 ESTATE OF JANE MARALEE COGAR

RE: MOTION FOR HEARING. PETITION TO REMOVE AND REPLACE EXECUTOR

William Watson, County Attorney, stated it was his recommendation to refer the Estate of Jane Maralee Cogar to a Fiduciary Commissioner.

Nancy Cartmill, Commissioner, moved to approve referring the Estate of Jane Maralee Cogar to a Fiduciary Commissioner. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.
#345  PROCLAMATION, CABELL COUNTY COMMISSION

RE: HONORING THE HUNTINGTON HIGH SCHOOL’S VARSITY GIRLS BASKETBALL TEAM WV CLASS “AAA” STATE BASKETBALL CHAMPIONSHIP

Nancy Cartmill, Commissioner, moved to table the item regarding the Proclamation honoring the Huntington High School Varsity Girls Basketball Team. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

#346  PROCLAMATION, CABELL COUNTY COMMISSION

RE: HONORING THE HUNTINGTON HIGH SCHOOL’S VARSITY BOYS BASKETBALL TEAM WV CLASS “AAA” STATE BASKETBALL CHAMPIONSHIP

Nancy Cartmill, Commissioner, moved to table the item regarding the Proclamation honoring the Huntington High School Varsity Boys Basketball Team. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

#347  PROCLAMATION, CABELL COUNTY COMMISSION

RE: PUBLIC HEALTH WEEK- APRIL 3, 2017- APRIL 7, 2017

Jim Morgan, Commissioner, moved to approve the Proclamation naming April 3, 2017-April 7, 2017, Public Health Week in Cabell County. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous. Exhibit (A)

#348  PROCLAMATION, CABELL COUNTY COMMISSION

RE: TELECOMMUNICATOR’S WEEK- April 9, 2017-APRIL 15, 2017
(DUE TO STATE TRAINING CONFERENCE WE WILL OBSERVE OUR WEEK; APRIL 2, 2017- APRIL 8, 2017)

Nancy Cartmill, Commissioner, moved to approve the Proclamation naming April 9, 2017-April 15, 2017, Telecommunicator’s Week in Cabell County. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (B)
#349  CABELL COUNTY COMMISSION ANNUAL MEMORANDUM OF AGREEMENT

RE: WVU COOPERATIVE EXTENSION SERVICE - BEGINNING JULY 1, 2017

Jim Morgan, Commissioner, moved to approve the Annual Memorandum of Agreement with the WVU Cooperative Extension Service - beginning July 1, 2017. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#350  HIC-HADCO PARK PROJECT NO. 4, SERIES 2014 REQUEST FOR PAYMENT OF COST OF ISSUANCE

Jim Morgan, Commissioner, moved to approve HIC-HADCO Park Project No. 4, Series 2014, Request for Payment of Cost of Issuance. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#351  RESOLUTION, CABELL COUNTY COMMISSION

RE: A POLICY FOR PAYROLL TO NOTIFY INSURANCE CARRIERS REGARDING EMPLOYEE STATUS

Nancy Cartmill, Commissioner, moved to approve the Policy for Payroll regarding notifying insurance carriers of employee status. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (C)

#352  APPROVAL OF 2017-2018 CABELL COUNTY GENERAL FUND AND COAL SEVERANCE FUND LEVY ESTIMATE (BUDGET)

Jim Morgan, Commissioner, moved to approve the 2017-2018 Cabell County General Fund and Coal Severance Fund Levy Estimate (Budget). Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#353  LETTER, CABELL COUNTY COMMISSION

RE: WEST VIRGINIA INTERSTATE 64/ EXIT 8 TOURISM CORRIDOR DEVELOPMENT FEASIBILITY STUDY

Jim Morgan, Commissioner, moved to accept the letter regarding the West Virginia Interstate 64/ Exit 8 Tourism Corridor Development Feasibility Study. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.
Nancy Cartmill, Commissioner, moved to approve the employment of Elizabeth Abshear as a full-time employee in the County Clerk’s office, effective March 30, 2017, at a rate of pay of $25,000.00 annually. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

Nancy Cartmill, Commissioner, moved to approve the employment of Cynthia Shafer as a full-time temporary telecommunicator, effective March 27, 2017, at a rate of pay of $12.07 per hour. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

Jim Morgan, Commissioner, moved to approve the employment of Richard Thompson as a Civilian Process Server for the Cabell County Sheriff’s Office, effective April 3, 2017, at a rate of pay of $28,245.36 annually. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.
Nancy Cartmill, Commissioner, moved to approve the employment of Ashton McGown as a full-time Utility Clerk in the tax department, effective April 3, 2017, at a rate of pay of $25,000.00 annually. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

Jim Morgan, Commissioner, moved to approve the reclassification of Nicholas Skaggs as a per diem paramedic, effective March 23, 2017, at a rate of pay of $12.5317 per hour. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

Nancy Cartmill, Commissioner, moved to approve renewal of the Cabell County Airport Authority General Liability Public Officials Liability Proposal. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

Jim Morgan, Commissioner, moved to approve the Grant Application for the Justice Assistance Grant (JAG) Program F/Y 2017, in the amount of $75,000.00. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous. Exhibit (D)

Nancy Cartmill, Commissioner, moved to approve renewal of the Cabell County Airport Authority General Liability Public Officials Liability Proposal. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

Jim Morgan, Commissioner, moved to approve the Grant Application for the Justice Assistance Grant (JAG) Program F/Y 2017, in the amount of $75,000.00. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous. Exhibit (D)

Nancy Cartmill, Commissioner, moved to approve renewal of the Cabell County Airport Authority General Liability Public Officials Liability Proposal. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.
Nancy Cartmill, Commissioner, moved to approve the Grant Application for the Victim of Crime Act Victim Assistance Grant F/Y 2017 in the amount of $125,969.00. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (E)

#363  LETTER, RESOLUTION, CONTRACT, CABELL COUNTY COMMISSION

RE: COURT SECURITY FUND GRANT- CONTRACT
WV DIVISION OF JUSTICE AND COMMUNITY SERVICES
APPROVED FUNDING: $
PROJECT NAME: SECURE NEW CABELL COUNTY FAMILY COURT SUITES AND MAGISTRATE COURT ENTRANCE

Nancy Cartmill, Commissioner, moved to approve the Court Security Fund Grant Contract with the WV Division of Justice and Community Services, regarding security for the new Cabell County Family Court Suites and Magistrate Court Entrance. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (F)

#364  RESOLUTION, CABELL COUNTY COMMISSION

RE: IN THE MATTER TO ADVERTISE A REQUEST FOR PROPOSAL (RFP) FOR RADIO MICROWAVE EQUIPMENT AND ASSOCIATED SYSTEMS INSTALLATION FOR CABELL COUNTY EMERGENCY MEDICAL SERVICES

Jim Morgan, Commissioner, moved to approve the advertisement of a Request for Proposal (RFP) for Radio Microwave Equipment and Associated Systems Installation for Cabell County Emergency Medical Services. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous. Exhibit (G)

#365  LETTER, CHUCK ZERKLE, CABELL COUNTY SHERIFF

RE: DONATE (1) VEHICLE/TITLE- MASON COUNTY SHERIFF’S DEPARTMENT 2009 FORD CROWN VICTORIA, VIN: 2FAHP71V99X109501 VEHICLE #21
Nancy Cartmill, Commissioner, moved to accept the letter from Chuck Zerkle, Sheriff, regarding the donation of a 2009 Ford Crown Victoria to the Mason County Sheriff’s Department. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

#366 LETTER, GOVERNOR JIM JUSTICE
RE: RECORDS MANAGEMENT AND PRESERVATION BOARD GRANT AWARD $7,937

Jim Morgan, Commissioner, moved to accept the letter from Governor Jim Justice regarding Records Management and Preservation Board Grant Award. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#367 CABELL COUNTY COMMISSION, REIMBURSEMENT AGREEMENT
RE: WV SUPREME COURT OF APPEALS “FAMILY COURT”

Jim Morgan, Commissioner, moved to approve the Reimbursement Agreement with the WV Supreme Court of Appeals “Family Court”. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#368 RESOLUTION, APPROVAL ADMINISTERING GRANTS, POLICIES AND PROCEDURES

Nancy Cartmill, Commissioner, moved to approve the Resolution regarding Policies and Procedures for Administering Grants. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (H)

#369 RESOLUTION, APPROVAL END OF YEAR ACCOUNTING PROCEDURE

Nancy Cartmill, Commissioner, moved to approve the Resolution regarding End of the Year Accounting Procedure. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (I)

#370 RESOLUTION, APPROVAL END OF MONTH ACCOUNTING PROCEDURES
Nancy Cartmill, Commissioner, moved to approve the Resolution regarding End of the Month Accounting Procedures. Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. Exhibit (J)

#371 RESOLUTION, CABELL COUNTY COMMISSION-COUNTY BUDGET REVISION #8

Jim Morgan, Commissioner, moved to approve County Budget Revision #8. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous. Exhibit (K)

#372 RESOLUTION, CABELL COUNTY COMMISSION- STATE BUDGET REVISION #5

Nancy Cartmill, Commissioner, moved to approve State Budget Revision #5. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous. Exhibit (L)

PLACE ON RECORD:


Robert L. Bailey, Commissioner, adjourned the meeting at 10:55 a.m., until the next regularly scheduled meeting.

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PRESIDENT, COUNTY COMMISSION

KSC:ksf