COMMISSION MEETING
THURSDAY, APRIL 12, 2018

PRESENT:  ROBERT L. BAILEY, PRESIDENT
          JIM MORGAN, COMMISSIONER
          NANCY CARTMILL, COMMISSIONER - ABSENT
          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: APRIL 12, 2018- REGULAR COMMISSION AGENDA

Jim Morgan, Commissioner moved to approve the Regular Commission Agenda dated April 12, 2018. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

APPROVE: Minutes: Special Commission Meeting – March 8, 2018
          Regular Commission Meeting- March 22, 2018

APPROVE: Erroneous Assessment/Land Consolidations/Split Tickets; Probate Documentation (County Clerks Probate Office)

APPROVE: Purchase Orders #18-84832 through #18-85225 Pay Jackets; Monthly Payments To United Bank for Fuel Card Purchases; ACH Drafts for Weekly Claims Experience/Administration Cost - HMBCBS

Nancy Cartmill, Commissioner moved to approve the Regular Commission Meeting Minutes – March. 22, 2018; Erroneous Assessments/Land Consolidations/Split Tickets; Probate Documentation (County Clerks Probate Office); Purchase Orders #18-84832 through #18-85225 Pay Jackets; ACH Drafts for Weekly Claims Experience/Administration Cost – HMBCBS. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.
Citizens Registered to Speak

“OPEN BIDS for CABELL COUNTY 911 MAPPING PROJECT”
(Re-addressing: address database, MSAG, ANI/ALI and Base Map development for E-911 Computer Aided Dispatch Project)

Nancy Cartmill, Commissioner moved to approve one bid for Atlas Geographic Inc. Jim Morgan seconded the motion and the motion and the vote was unanimous.

#718 Report of Fiduciary Commissioner and Recommended Order
RE: The Estate of Sebastian Tanner Early

Jim Morgan, Commissioner, moved to approve the fiduciary report from Steven Fletcher for the estate of Sebastian Tanner Early. William Watson, County Attorney states the commission should approve the fiduciary report as long as there is no issues. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous

#719 Motion to Remove Executrix Ivella Owens
RE: The Estate of Laura Arlene Crutcher

Nancy Cartmill, Commissioner, moved to approve the fiduciary report from Steven Fletcher for the estate of Laura Arlene Crutcher. William Watson, County Attorney recommened the motion to remove the current executrix due to her lack of fulfilling responsibilities as executor. Jim Morgan, Commissioner seconded the motion and the vote was unanimous

#720 Proclamation, Cabell County Commission
RE: Telecommunicator’s Week- April 9, 2018- April 13, 2018

Jim Morgan, Commissioner moved to approve a Proclamation to declares the week of April 9th through April 13 to be National Telecommunicator’s Week - Cabell County, West Virginia. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.
#721 LETTER, Mike, Davis Cabell County Emergency Response Center (CCERC) Director
RE: Certification Award as a member of the Missing Kids Readiness Program

Nancy Cartmill, Commissioner moved to approve the letter Mike, Davis Cabell County Emergency Response Center (CCERC) Director in Certification Award as a member of the Missing Kids Readiness Program. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

#722 Letter, Jeffery Hood, Cabell County Circuit Clerk
RE: Employment
Betty Utt - Full Time Deputy Clerk

Jim Morgan, Commissioner moved to approve the employment of Betty Utt as a Full-Time Deputy Clerk in the Circuit Clerks Office. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

#723 Agreement, Cabell County Commission
RE: Use of Court House Grounds Permit, National Day of Prayer- May 3, 2018- 10:00 AM- 2:00PM

Nancy Cartmill, Commissioner moved to approve National Day of Prayer on March 3, 2018 from 10:00AM – 2:00 PM. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.
Resolution, Cabell County Commission
RE: Reappointment
Carolyn Bagby – Cabell Huntington Historic Landmarks Commission

Jim Morgan, Commissioner moved to approve the employment of Carolyn Bagby, Cabell Huntington Historic Landmarks Commission to a term effective April 13, 2018 and expiring April 12, 2021. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

Resolution, Cabell County Commission
RE: Appointment
Mike Alexander – Cabell County Convention & Visitors Board

Nancy Cartmill, Commissioner moved to approve the appointment of Mike Alexander to the Managing Board of Cabell – Huntington Convention & Visitors Bureau, representing Hotel/ Motel Ownership, beginning April 13, 2018 and ending April 12, 2021. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

Resolution, Cabell County Commission
RE: Appointment
Dave Lavender – Cabell County Convention & Visitors Board

Jim Morgan, Commissioner moved to approve Dave Lavender as member to the Managing Board of Cabell County Convention & Visitors Board beginning April 13, 2018 and ending April 12, 2021. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.
Nancy Cartmill, Commissioner moved to approve the Renewal of Surety Bond issued by City National Bank of West Virginia. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

Jim Morgan, Commissioner, moved to hire Bruce Ivan Chapman, Per Diem EMT with Cabell County EMS effective April 13, 2018. He will work on as-needed basis at the rate of $14.9548 per hour. He will be paid out of line item 27-711-103, which funding is available; Hiring of Darrell Anthony Flynn as a full-time EMT with Cabell County EMS effective April 13, 2018. He will be filling an open position at the rate of $14.9548 per hour. He will be paid out of line item 27-711-103; Hiring of Glen Fletcher Harman as a Per Diem EMT; Hiring of Trevor Lee Hensley Per Diem EMT; Hiring of Zachary Tyler Holley Per Diem EMT; Hiring of Baxter Lee Mallory Per Diem EMT; Hiring of Amanda Cheyenne Manning Full-Time EMT; Hiring of Ian Tyler Preston Per Diem EMT; Hiring of Andrew Conner Rosier Per Diem EMT; Hiring of Jeffery D. Vallance Per Diem Paramedic.
Hiring of Amanda Cheyenne Manning as a full-time EMT with Cabell County EMS effective April 13, 2018. He will be filling an open position. At the rate of $14.9548 per hour. She will be paid out of line item 27-711-103; Hiring of Ian Tyler Preston Per Diem EMT with Cabell County EMS effective April 13, 2018. He will work on as-needed basis. At the rate of $14.9548 per hour. He will be paid out of line item 27-711-103; Hiring of Andrew Conner Rosier Preston as a Per Diem EMT with Cabell County EMS effective April 13, 2018. He will work on as-needed basis. At the rate of $14.9548 per hour. He will be paid out of line item 27-711-103; Hiring of Jeffery D. Vallance as a Per Diem EMT with Cabell County EMS effective April 13, 2018. He will work on as-needed basis. At the rate of $19.7615 per hour. He will be paid out of line item 27-711-103. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

#729  Resolution, Cabell County Commission

RE: Reclassification
Andrew Clark – Per Diem EMT
Justin Johnson – Per Diem Paramedic
Craig Stevens – Per Diem EMT

Nancy Cartmill, Commissioner, moved to hire Andrew Clark as a full-time Per Diem EMT with Cabell County EMS effective April 13, 2018 at the rate of $14.9548 per hour. He will be paid out of line item 27-711-103; Justin Johnson as a full-time Per Diem Paramedic with Cabell County EMS effective April 13, 2018 at the rate of $14.9548 per hour. He will be paid out of line item 27-711-103; Craig Stevens as a full-time Per Diem EMT with Cabell County EMS effective April 13, 2018 at the rate of $14.9548 per hour. He will be paid out of line item 27-711-103. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

#730  Resolution, Cabell County Commission

Cody Wren – Full Time Temporary Telecommunicator

Nancy Cartmill, Commissioner, moved to hire Cody Wren as a Full-Time Temporary Telecommunicator with the Cabell County E-911 Center effective April 13, 2018 with a starting salary of $25,100.16 yearly, $1,045.85 per pay period, $12.07 per hour $18.00 per hour for overtime. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.
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#731 Letter, Chuck Zerkle, Cabell County Sheriff
RE: Employment
Kasey Jo Withrow – Full–Time Employee
Aaron M. Hicks – Full–Time Deputy
Jason M. Howerton – Full–Time Deputy
Dakota L. Render – Full–Time Deputy
Brady C. Hinchman – Full–Time Deputy

Jim Morgan, Commissioner, moved to hire Kasey Jo Withrow as a full-time employee to replace an employee in the tax department effective April 16, 2018 with a salary of $20,000 annually and she will be paid out of line item 404-103; Aaron M. Hicks, Jason M. Howerton, and Dakota L. Render as full-time Deputies effective April 16, 2018 with a pay rate of $34,261.68 yearly, and will be paid from line item 700-103; Brady C. Hinchman as a full-time Deputy effective March 26, 2018. With a pay rate of $34,261.68 yearly, and will be paid from line item 700-103 Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

#732 Agreement, Contract of Lease
RE: 1242 Georgia Avenue, Milton, WV 25541
Between the Cabell County Commission and Joey Goodpaster

Nancy Cartmill, Commissioner, moved to approve the agreement, contract of lease between the Cabell County Commission (landlord) and Joseph Goodpaster (Tenant). Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.

#733 Irrevocable Standby Letter of Credit No.HLB8315180800001
RE: Federal Home Loan Bank of Pittsburgh

Nancy Cartmill, Commissioner, moved to approve the Irrevocable Standby Letter Of Credit No. HLB8315180510001 to First Sentry Bank to be sent. Jim Morgan, Commissioner, seconded the motion and the vote was unanimous.
#734  Letter, Irv Johnson, Cabell County Assessor

Jim Morgan, Commissioner moved to approve in additional compensation for Irv Johnson, Assessor, from March 2018 for dog tags for the amount of $18.20. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

#735  Letter, Irv Johnson, Cabell County Commission
RE: Transfer Vehicle # 226 to Cabell County Sheriff
Transfer Vehicle # 229 to Cabell County Commission Service Organization (CCCSO)

Nancy Cartmill, Commissioner, moved to the transfer of vehicle #226 to the Cabell County Sheriff and transfer of vehicle # 229 for Cabell County Commission Service Organization. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

#736  Resolution, Cabell County Commission
RE: In the Matter of the Public Test of the Election Tabulation Equipment

Jim Morgan, Commissioner moved to approve the Matter of the Public Test of the Election Tabulation Equipment. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.

#737  Resolution, Cabell County Commission
RE: In the Matter of the Public Test of the Early Voting Equipment

Jim Morgan, Commissioner moved to approve the Matter of the Public Test of the Early Voting. Nancy Cartmill, Commissioner seconded the motion and the vote was unanimous.
#738 Resolution, Cabell County Commission  
RE: Acceptable Use and Cyber Security Policies

Nancy Cartmill, Commissioner moved to accept the Acceptable Use and Cyber Security Policies. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

#739 Resolution, Cabell County Commission – County Budget Revision #5

Jim Morgan, Commissioner moved to approve the County Budget Revision #5. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#740 Resolution, Cabell County Commission – State Budget Revision #8

Jim Morgan, Commissioner moved to approve the State Budget Revision #8. Nancy Cartmill, Commissioner, seconded the motion and the vote was unanimous.

#741 Executive Session – Employment

Nancy Cartmill, Commissioner made a motion to change the Possible Litigation to Employment. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

The Commissioner’s returned from the Executive Meeting. Nancy Cartmill, Commissioner stated no action was taken during the executive session. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.
PLACE ON RECORD

Minutes to be recorded:

- Culloden PSD Special Meeting- February 7, 2018
- Culloden PSD Regular Meeting – February 21, 2018
- Pea Ridge PSD Special Meeting – January 25, 2018
- Pea Ridge PSD Regular Meeting – February 12, 2018

Other Documentation to be recorded:

- Culloden PSD Financial Statements Years Ended June 30, 2017 and 2016
- Report of Applying Agreed- Upon Procedures Cabell County Magistrate Court for Period Ended December 31, 2016
- Administrative Order Appointing Michael J. Woelfel to Chief Magistrate of the Magistrate Court of Cabell County
- Monthly Statement of Assessor Cabell County, West Virginia
- Pea Ridge PSD Field & Manager’s Report
- Pea Ridge PSD General Ledger Income Statement & Balance Sheet Period 8, Year Ending 2018
Nancy Cartmill, Commissioner moved to approve placing on record minutes from the Culloden PSD Special Meeting- February 7, 2018; Culloden PSD Regular Meeting – February 21, 2018; Pea Ridge PSD Special Meeting – January 25, 2018; Pea Ridge PSD Regular Meeting – February 12, 2018; Culloden PSD Financial Statements Years Ended June 30, 2017 and 2016; Report of Applying Agreed- Upon Procedures Cabell County Magistrate Court for Period Ended December 31, 2016; Administrative Order Appointing Michael J. Woelfel to Chief Magistrate of the Magistrate Court of Cabell County; Monthly Statement of Assessor Cabell County, West Virginia; Pea Ridge PSD Field & Manager’s Report Pea Ridge PSD General Ledger Income Statement & Balance Sheet Period 8, Year Ending 2018. Jim Morgan, Commissioner seconded the motion and the vote was unanimous.

COMMISSIONER’S REPRESENTATION REPORT GOOD AND WELFARE CABELL COUNTY

Robert L Bailey, Commissioner, adjourned the meeting of the Cabell County Commission at 11:20 a.m., until the next regularly scheduled meeting.