

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013**

**PRESENT:**                   **NANCY CARTMILL, PRESIDENT  
ROBERT L. BAILEY, COMMISSIONER  
ANNE YON, COMMISSIONER  
WILLIAM WATSON, COUNTY ATTORNEY  
CHRIS TATUM, COUNTY MANAGER  
RHONDA MONTANEZ, PURCHASING ASSISTANT**

Nancy Cartmill, President, called the meeting of the Cabell County Commission to order at 10:00 a.m.

**APPROVE:**

Chris Tatum, County Manager, explained the agenda would need to be amended to add an item regarding a lost tax ticket.

Robert L. Bailey, Commissioner, **moved to approve the agenda as amended.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

Anne Yon, Commissioner, **moved to approve purchase orders #14-54748 through #14-55076 and pay jackets.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

Robert L. Bailey, Commissioner, **moved to approve erroneous assessments, land consolidations, split tickets, and probate documentation.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

Anne Yon, Commissioner, **moved to approve handwritten checks to Highmark West Virginia and Fort Dearborn Life Insurance Company, not to exceed \$100,000.00, from the Cabell County Medical Insurance Fund.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#294                               DISCUSSION/ACTION**

**RE: ESTATE OF KARLEEN M. WARNOCK**

Daniel Yon, Attorney, appeared before the Commission to request the Commission allow a conformed copy of the Will of Karleen M. Warnock to be probated. Mr. Yon explained a thorough search was conducted but the original will of Ms. Warnock was still unable to be located

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013  
PAGE TWO**

William Watson, County Attorney, asked Mr. Yon if Ms. Warnock had made any indication she wished to modify or destroy her will.

Mr. Yon stated no one involved had any reason to believe Ms. Warnock would want any changes made to her will, or would want the will destroyed.

William Watson, County Attorney, stated it was his recommendation to allow a conformed copy of the Will of Karleen M. Warnock to be probated.

Robert L. Bailey, Commissioner, **moved to approve allowing a conformed copy of the Will of Karleen M. Warnock to be probated.** Nancy Cartmill, President, seconded the motion and the vote was unanimous.

**#295**

**APPEARING, DARRELL L. LEGG**

**RE: ESTATE OF CAROL ANN HOLLAND**

Robert L. Bailey, Commissioner, stated since this would be the second time Mr. Legg failed to appear on the matter, he believed the item should be deleted completely from the agenda.

Robert L. Bailey, Commissioner, **moved to delete the item regarding the Estate of Carol Ann Holland from the agenda.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#296**

**APPEARING, DAVID WADE**

**RE: MOTION/ORDER FOR REMOVAL OF PERSONAL  
REPRESENTATIVE  
ESTATE OF NANCY JACKSON WADE**

William Watson, County Attorney, asked Mr. David Wade if notices had been sent out to all interested parties regarding the hearing.

Mr. Wade explained Richard Hurley, Probate Supervisor, had sent notices out on his behalf via certified mail.

Mr. Watson stated as long as all paperwork was in place, his recommendation would be to remove the existing Executrix and to appoint Mr. David Wade as Administrator of the Estate of Nancy Jackson Wade.

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013  
PAGE THREE**

Robert L. Bailey, Commissioner, **moved to approve removal of existing Executrix and appointment of David Wade as Administrator of the Estate of Nancy Jackson Wade.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#297 RESOLUTIONS, CABELL COUNTY COMMISSION**

**RE: RECLASSIFICATION:  
LORI B. RANSBOTTOM- FULL TIME-  
TELECOMMUNICATOR  
ZACHARY W. WATSON- FULL TIME-  
TELECOMMUNICATOR**

Anne Yon, Commissioner, **moved to approve the reclassification of Lori B. Ransbottom as a full time telecommunicator, effective January 1, 2014, at a rate of pay of \$11.83 per hour; Zachary W. Watson as a full time telecommunicator, effective January 1, 2014, at a rate \$11.83 per hour.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#298 LETTER, KAREN COLE, COUNTY CLERK**

**RE: EMPLOYMENT-  
KELLI ALLEN  
GLENN A JEAN SHEPARD**

Robert L. Bailey, Commissioner, **moved to approve the employment of Kelli Allen as a full time Deputy Clerk, effective January 6, 2014; Glenna Jean Shepard as a full time Deputy Clerk, effective January 6, 2014.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#299 RESOLUTION, CABELL COUNTY COMMISSION  
REAPPOINTMENTS, CABELL HUNTINGTON  
CONVENTION AND VISITORS BUREAU**

**RE: BOB BAILEY  
RANDY DUNFEE  
ALISA SIZEMORE  
JON CAMPBELL**

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013  
PAGE FOUR**

Anne Yon, Commissioner, **moved to approve the reappointments of Bob Bailey, Randy Dunfee, Alisa Sizemore and Jon Campbell to the Cabell Huntington Convention and Visitors Bureau, for terms beginning January 1, 2014, and ending December 31, 2014.** Nancy Cartmill, President, seconded the motion and the vote was unanimous.

**#300**

**LETTER, RESOLUTION, CABELL COUNTY  
COMMISSION**

**RE: FY 2014 COMMUNITY PARTICIPATION GRANT  
PROGRAM- APPLICATION  
TRI-STATE LITERACY COUNCIL- SUPPLIES  
PROJECT NUMBER: 14LEDA0037- \$1,000.00**

Tim Keaton, Grant Coordinator, explained the funds would be used by the Tri State Literacy Council to purchase educational materials and supplies relevant to their organization's tutoring program.

Anne Yon, Commissioner, **moved to approve the grant application for the Tri State Literacy Council.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (A)**

**#301**

**RESOLUTION, CABELL COUNTY COMMISSION**

**RE: CABELL COUNTY FLOODPLAIN ORDINANCE  
FINAL READING**

Anne Yon, Commissioner, **moved to approve the Cabell County Floodplain Ordinance.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (B)**

**#302**

**CONTRACT, CABELL COUNTY COMMISSION**

**RE: WV COURTHOUSE FACILITIES IMPROVEMENT  
AUTHORITY, 11<sup>TH</sup> CYCLE  
PROJECT NUMBER: 06-0111-012014- \$100,000.00**

Tim Keaton, Grant Coordinator, explained the funds would be used to refurbish the bell tower.

Robert L. Bailey, Commissioner, **moved to approve the contract between Cabell County and the West Virginia Courthouse Facilities Improvement Authority.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013  
PAGE FIVE**

**#303 RESOLUTION, CABELL COUNTY COMMISSION**

**RE: ESTABLISHMENT OF REGULAR MEETING DAYS-  
JANUARY 1, 2014 THROUGH JUNE 31, 2014**

Anne Yon, Commissioner, **moved to approve the establishment of regular meeting days- January 1, 2014 through June 31, 2014.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (C)**

**#304 RESOLUTION, CABELL COUNTY COMMISSION**

**RE: ESTABLISHMENT OF LEGAL HOLIDAYS FOR 2014**

Anne Yon, Commissioner, **moved to approve the establishment of legal holidays for 2014.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (D)**

**#305 LETTER, RESOLUTION, CABELL COUNTY  
COMMISSION**

**RE: CABELL-HUNTINGTON BOARD OF HEALTH  
APPOINTMENT- LARRY CRAWFORD**

Robert L. Bailey, Commissioner, **moved to approve the appointment of Larry Crawford to the Cabell Huntington Board of Health, for a term beginning January 1, 2014, and ending January 1, 2016.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (E)**

**#306 RESOLUTION, CABELL COUNTY COMMISSION**

**RE: PRECINT CHANGES**

Anne Yon, Commissioner, **moved to approve the consolidation and division of voting precincts.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (F)**

**#307 CCEMS- POLICY REVISION**

Anne Yon, Commissioner, **moved to approve the CCEMS policy revision.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (E)**

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013  
PAGE SIX**

**#308 DISCUSSION/ACTION**

**RE: POLICY AND PROCEDURE**

Chris Tatum, County Manager, stated the rates for per diem would now be based upon the GSA travel rate. Mr. Tatum went on to say taxable fringe benefits would be based on fair market value of the item.

Robert L. Bailey, **Commissioner, moved to approve the travel expense and taxable benefits policies.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.  
**Exhibit (F)**

**#309 DISCUSSION/ACTION**

**RE: EMPLOYEE BENEFITS**

Nancy Cartmill, President, stated the Commission had recently revisited the topic of employee raises and realized, at this time, it would simply not be possible. President Cartmill explained the Commission would, however, like to take the rebates received from the County's use of the governmental P Card to provide dental and vision insurance at no cost to the employee. President Cartmill stated the new insurance policies the Commission would offer, would be much better than the coverage currently available.

Anne Yon, Commissioner, **moved to approve using PCard rebate funds to provide vision and dental insurance for Cabell County employees.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#310 APPROVE: FY 2013-2014- SPECIAL FUNDS BUDGET  
CCEMS**

Anne Yon, Commissioner, **moved to approve FY 2013-2014 Special Funds Budget Revision CCEMS.** Robert L Bailey, Commissioner, seconded the motion and the vote was unanimous.  
**Exhibit (G)**

**#311 RESOLUTION, COUNTY BUDGET REVISION #7**

Robert L. Bailey, Commissioner, stated he would not approve the budget revision due to the \$30,000.00 included in the revision used to pay a theft claim to Timothy Rosinsky. Commissioner Bailey stated he felt the amount settled upon far exceeded the actual value of the loss.

**COMMISSION MEETING  
MONDAY, DECEMBER 23, 2013  
PAGE SEVEN**

Anne Yon, Commissioner, **moved to approve County Budget Revision #7.** Nancy Cartmill, President, seconded the motion and the vote was as follows:

<b>NANCY CARTMILL, PRESIDENT</b>	<b><u>AYE</u></b>
<b>ROBERT L. BAILEY, COMMISSIONER</b>	<b><u>NAY</u></b>
<b>ANNE YON, COMMISSIONER</b>	<b><u>AYE</u></b>

**Exhibit (H)**

**PLACE ON RECORD**

Anne Yon, Commissioner, **moved to approve placing on record minutes from the November 12, 2013, Salt Rock Public Service District regular board meeting; Cabell-Huntington Health Department, monthly report, October 2013.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**COMMISSIONER'S REPRESENTATION REPORTS**

Robert L. Bailey, Commissioner, stated he had received a letter from Deputy Terry McFann regarding the Deputies clothing allowance. Commissioner Bailey explained the letter stated the deputies would like the annual amount allocated to be increased.

William Watson, County Attorney, stated this was an issue to be handled by the Sheriff's Department, not the County Commission.

Nancy Cartmill, President, adjourned the meeting of the Cabell County Commission at 11:10 a.m., until the next regularly scheduled meeting.

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**PRESIDENT, COUNTY COMMISSION**