

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD TUESDAY, NOVEMBER 7, 2017

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 7th day of November, 2017 at 10:30 a.m. at the Courthouse.

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Present: Tim Ennis, President
Jim Andreozzi and Stacey Wise, Commissioners
Sylvia J. Benzo, County Clerk

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The Commission held their preliminaries before the meeting including a prayer and pledge of allegiance.

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A motion was made by Jim Andreozzi, seconded by Stacey Wise and unanimously passed to approve the minutes of the meeting held on October 31, 2017.

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This being the first regular meeting for the month of November, 2017 fiduciary matters were presented to the Commission for approval after having been cared for in the absence of the commission by the County Clerk. The meeting will remain open until the end of the regular meeting and if no objections are filed will close at the end of the regular meeting. Commissioner Andreozzi complimented Andrew Thomas, Fiduciary Commissioner in his thoroughness in making his reports. Jim Andreozzi made a motion, seconded by Stacey Wise and unanimously passed to approve the report of Mr. Thomas concerning the Charles Kraft Estate and agreeing with his decision in this estate.

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A copy of the following correspondence was given to each of the Commissioner's for their review:

An e-mail was received from the Secretary of State reminding us that the new Voter ID Law goes into effect on January 1, 2018 which requires all voters to present identification before voting.

A notice from the Northern Panhandle Criminal Justice Board of their meeting on November 29, 2017 at 11:00 a.m. at Station Grille in Wellsburg was received.

A letter from the Secretary of State outlining instructions on how the County can contact the U. S. Department of Homeland Security and others with regards to reporting Election security incidents.

A letter was received from Steptoe & Johnson enclosing a copy of a motion requesting an extension to extend the presiding Administrative Law Judge's decision due date by ninety (90) days.

A letter was received from Steptoe & Johnson enclosing a copy of a motion to cancel the hearing which was set for November 7, 2017 in the Hammond and Brooke County PSD merger with a ninety (90) day extension.

A letter was received from the State Tax Department letting us know that they are trying to schedule hearings for Board of Equalization by telephone conference or closer in proximity due to personnel constraints. Tom Oughton, Assessor will call the State and make arrangements.

A Request for Revision to the Approved Budget was received to transfer \$4,981 into Sheriff-Law and \$3,188 into Federal Grants. Jim Andreozzi made a motion, seconded by Stacey Wise and unanimously passed to approve the request.

A copy of the Discharge Monitoring Report for September, 2017 was received for the Brooke County Animal Shelter as supplied by Jim Shaffer.

The above correspondence was ordered filed in the County Clerk's Office.

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The Commission discussed having an Industrial Appraisal done for the buildings the County owns, however; decided to postpone until spring. The appraisal had been suggested by George Gresko, our insurance agent from Assure America since one had not been done in a number of years.

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Norman Schwertfeger was present and updated the Commission on recent meetings and events. He attended a Tourism meeting at the Mountaineer with the Secretary of Tourism and was commended for their work. He discussed broadening their group to include Ohio and Pennsylvania as they have been successful in their tourism. Commissioner Wise had previously attended these meetings but because of the time change no longer can attend. He will check into times but felt the noon meeting time was good for most.

Mr. Schwertfeger reminded the Commission that the EDA will have their holiday celebration on November 16, 2017.

He also attended the Follansbee and Wellsburg "After Business Hours" meetings held recently and felt there was a lot of collaboration.

Also, WVU students came up and served the Museum, Park Board and the Community Gardens and got together and reported their findings for improvements to each.

A grant for technical assistance was received for the Museum which will be put to good use for consulting on changes to the Museum. There was no matching part for the county.

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Ruby Greathouse was present and let the Commission know that twenty-three (23) years of the Wellsburg Fourth of July parades were found on film at the Museum and will be reviewed.

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Tim Hooper from the State Treasurer's Office was present and let the Commission know that he will be available next Tuesday for anyone that wants to discuss a notice they may have received on "Unclaimed Property".

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Ashley Chavez of Enterprise Fleet Management presented to the Commission a booklet of information on findings of ways to save the county money on vehicles purchased and their maintenance. They can help leverage purchasing power for vehicles. She will work with the Sheriff and the Commission on exact vehicles, etc.

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Invoices and vouchers were approved and the following checks were ordered written:

General County Fund - Check Nos. 19858 through 19893 for \$57,801.59
Payroll withholding - Check Nos. 19857, 19894, 19897 through 19899 for \$109,023.70
E-911 - Check Nos. 1849 through 1853 for \$52,944.
Ambulance Fund - Check Nos. 3560 through 3567 for \$4,168.69
Shelter Levy - Check Nos. 563 through 566 for \$19,177.69
Enhanced 911 Equipment - Check No. 1848 for \$5,290.00
Valuation Fund - Check Nos. 1212 through 1215 for \$16,291.71

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No further business to come before the Commission a motion was made by Jim Andreozzi, seconded by Stacey Wise and unanimously passed to adjourn.

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Timothy R. Ennis, President

Teste:

Sylvia J. Benzo, Clerk