

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD TUESDAY, JUNE 6, 2017

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 63h day of May, 2017 at 9:30 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 Stacey Wise seconded by Jim Andreozzi and unanimously passed to approve the minutes of the meeting held on May 30, 2017.

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This being the first regular meeting for the month of June, 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.

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

A copy of the minutes of the Washington Pike PSD meeting of May 30, 2017 was received.

A request was received from the Brooke County Ambulance Service requesting to hire Jonathan Hood and Dylan Anderson as part time EMT's with a start date of June 15, 2017. Stacey Wise made a motion, seconded by Jim Andreozzi and unanimously passed to approve the request.

A letter from the State Auditor's Office letting us know the training schedule for County Clerk's, County Commissioner's and Sheriffs' has been set.

An e-mail was received from Janet Klein letting us know that she has moved out of the Hammond Public Service District jurisdiction and will not be able to continue to serve on the Hammond PSD Board. Commissioner Andreozzi indicated that Ms. Klein is very knowledgeable about the rules and regulations of the PSD and she will be missed. The Commission will send her a letter thanking her for her service. Kenneth Lowmiller, a board member was present and asked if she could remain on until the Commission makes a decision on the merger of Hammond and the Brooke County PSD. John Stump, an attorney was present and indicate that the current law states that a person must live within the district to serve on the board.

A letter was received from the Brooke County Library Board asking the Commission to reappoint Janet Benzo to the Board. The Commission will allow two weeks for all individuals who are interested in serving on this board a chance to send their letter of interest.

A letter was received from the State Auditor's Office letting the commission know that the in-service will be at Flatwoods on August 20-21, 2017.

A packet of information was received from the West Virginia Development Office concerning our annual reporting forms for the CDBG Small Cities Projects, required by the US Department of Housing and Urban Development. The Commission will make sure that BHJ is aware of the forms that need to be completed.

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The Commission received the following budget revisions:

In house revisions
Tax Office - Totals - \$3,142
Assessor - Totals - \$2,870
State Revisions - Totals \$64,461

Jim Andreozzi made a motion, seconded by Stacey Wise and unanimously passed to approve the revisions.

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Christine Smith of the Workforce Investment Board was present to give the commission an update on their services they have provided from July 1, 2016 through March 31, 2017.

Ms. Smith provided documentation on the Individual Training Accounts Activity Program and stated they had a total of 241 individuals that went through the program. This fund provides about \$4,700 in potentially free money for college courses. Also, about \$295,000 is provided for the Youth Program for youth ages 14-24 years of age. The Summer Youth Program will be held June 19, 2017 through August 10, 2017. Commissioner Andreozzi asked for her to check out the salary requirements for working. A copy of the Rapid Response Program Report was provided which is a program that provides information and services to employees in the region who experience job loss. When a company announces a lay-off the Rapid Response Coordinator links partner and community services to affected employees to assist them in securing new jobs. An update was also given on the National Emergency Grant Activity Report and the number of participants to be placed at worksites. The Commission thanked Ms. Smith for the updates.

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Tim Hooper with State Treasurer John Perdue Office presented some information on the 457 Plan that the State provides which is now called Empower. He would like permission to present information to courthouse employees on this plan to see if any new employees are interested. The Commission will check with the department heads. Mr. Hooper indicated there is no maximum amount that needs to be put into the plan for active participation.

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Commissioner Ennis reported that they only had one person speak at the public hearing concerning the merger of Hammond Public Service District with the Brooke County who was in favor of the merger. Attorney John Stump had prepared a resolution for the Commission for the expansion of the territory if they voted in favor of the merger. Commissioner Ennis explained the process for the merger which included Hammond PSD voting on the merger with this being the second step, a hearing before the Brooke County Commission and then on to the Public Service Commission for consideration. Mr. Stump indicated that the time frame with the Public Service Commission could be between 90 and 120 days or longer. Commissioner Andreozzi indicated he had conversation with the Public Service Commission. He also stated that this has nothing to do with sewer fees other than granting the Brooke County PSD to try and get grant money. The goal of the Commission was to provide clean water and they clarified that if you currently do not have sewage you will not receive a bill. After discussion, a motion was made by Stacey Wise, seconded by Jim Andreozzi and unanimously passed to approve the Resolution and the merger.

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Sheriff Palmer reported that he had conversation with Fred McDonald of the Northern Panhandle Workforce Investment Board concerning him taking back the House Arrest Program. He agreed to take over the program for July 1, 2017. Sheriff Palmer also stated that it would not cost the county any more money. He is willing to meet to discuss this project.

Reverend Dan Cooper reported that they will start their Chaplain Program back up with the Sheriff's Department.

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Ruby Greathouse stated that there will be six board positions for the Museum that are up this month. Commissioner Wise indicated that they may need to meet and stagger these terms.

Ms. Greathouse also wanted to know if there was an alternative for the recycling bins that have been shut down. Commissioner Andreozzi reported there have been some issues, however; they will be meeting tonight and hopefully some resolution. The Commission thanked Randy Hood for cleaning up and emptying the bins that were over flowing.

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A motion was made by Jim Andreozzi, seconded by Stacey Wise and unanimously passed to appoint Jill Nixon to the Brooke County Parks and Recreation Commission Board. She will be filling the unexpired term of Todd Gilbert whose term will expire November 23, 2018.

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A motion was made by Stacey Wise, seconded by Jim Andreozzi and unanimously passed to approve an increase in the excise tax fee. Senate Bill 433 passed April 7, 2017 permitted counties to increase the excise tax on the privilege of transferring real property.

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

General County Fund - Check Nos. 19017 through 19039 for \$47,137.69
Payroll withholding - ACH - 2 \$68,410.13
Dog Fund - Check Nos. 1261 through 1262 for \$853.96
E-911 - Check Nos. 1768 through 1772 for \$50,994.13 (Void 1770)
Ambulance Fund - Check Nos. 3366 through 3374 for \$3,219.13
Shelter Levy - Check Nos. 479 through 482 for \$18,744.17
Fire Levy - Check Nos. 1328 through 1337 for \$7,874.54
Valuation Fund - Check Nos. 1160 through 1163 for \$10,360.99

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

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Timothy R. Ennis, President

Teste:

Sylvia J. Benzo, Clerk