

**A G E N D A**  
**REGULAR SESSION**  
**December 15, 2020**

Are there any objections to the agenda?

3:30 p.m.

**Call to Order**

**Exonerations**

**Minutes**

**County Clerk's Appointments & Finals**

**Public Comments:**

**New Business:**

- **Tess Myers**
  - **Vigil update**
- **Pam White, Administrator**
  - **Resignation of Prosecuting Attorney**
  - **Appointment of temporary Prosecuting Attorney**
- **Donna Taylor, Prosecuting Attorney Elect**
  - **Staffing update**
- **Brandon Miller, Racine Volunteer Fire Department**
  - **Boone County Fire Fighters Mutual Aid Association request for Billing Ordinance for Volunteer Fire Departments**

➤ **Requests:**

- **Scotty Cook, Assessor**
  - **Employee retirement**
- **Lee Ann Dale, Assistant Administrator**
  - **18<sup>th</sup> Cycle Courthouse Facilities Improvement Grant**
- **Pam White, Administrator**
  - **Approval of Full Source as a vendor for Sheriff Department**
  - **Governor's Block Grant**
  - **December Holiday Schedule**
  - **2021 Organizational Meeting**
  - **Employee leave**

**Update Boards & Authorities**

**Approve bills and purchase orders**

Subject to update 48 hours prior to meeting, please check Courthouse Annex bulletin board for updates.

The Boone County Commission met in REGULAR SESSION on Tuesday, December 15, 2020. Those present for the meeting were Commissioner Craig Bratcher and Commissioner Brett Kuhn. Staff present was Pam White, Administrator, and Lee Ann Dale, Assistant Administrator. Commission President Eddie Hendricks was absent.

This meeting was recorded on CD 587. Commissioner Craig Bratcher called the meeting to order at 3:30 p.m.

At Track 1 on CD, Commissioner Kuhn made a motion to approve the Exonerations as prepared and presented by the Assessor's Office, seconded by Commissioner Bratcher, motion passed.

At Track 1 on CD, Commissioner Kuhn made a motion to approve the Minutes from the December 1, 2020, Regular Meeting, seconded by Commissioner Bratcher, motion passed.

At Track 1 on CD, Commissioner Kuhn made a motion to approve the County Clerk's Appointments and Finals as presented by the County Clerk's Office, seconded by Commissioner Bratcher, motion passed.

At Track 2 on CD, Commissioner Kuhn made a motion to accept the resignation of Keith Randolph, Prosecutor, effective December 21, 2020, at 8:00 a.m., seconded by Commissioner Bratcher, motion passed.

At Track 4 on CD, Commissioner Kuhn made a motion to approve to appoint Donna Taylor as the temporary successor Prosecuting Attorney, effective December 21, 2020, at 8:00 a.m., seconded by Commissioner Bratcher, motion passed.

At Track 5 on CD, Donna Taylor was sworn in as the temporary successor Prosecuting Attorney.

At Track 9 on CD, Brandon Miller, of the Racine Volunteer Fire Department, spoke to the Commission regarding a request for a Boone County Fire Fighters Mutual Aid Association Billing Ordinance for Volunteer Fire Departments.

At Track 27 on CD, Commissioner Kuhn made a motion to accept the resignation of Mary Beth Castle, Deputy Assessor Data Collector, effective December 31, 2020, and grant her request for monetary payment of her unused annual leave of 290 hours, in the amount of \$3,485.80, as requested by Scotty Cook, Assessor, seconded by Commissioner Bratcher, motion passed.



At Track 30 on CD, Commissioner Kuhn made a motion to approve to sign the Contract with the West Virginia Courthouse Facilities Improvement Authority, for the 18<sup>th</sup> Cycle Courthouse Improvement Grant, and further authorizes acting President, Craig Bratcher, to sign on its behalf, seconded by Commissioner Bratcher, motion passed.

At Track 32 on CD, Commissioner Kuhn made a motion to approve Full Source as a vendor for Law Enforcement, as requested by Chad Barker, Chief Deputy, seconded by Commissioner Bratcher, motion passed.

At Track 34 on CD, Commissioner Kuhn made a motion to approve grant funding for the Emergency Management Agency, in the amount of \$11,477.60; Boone County Health Department, in the amount of \$6,500.00; Boone County Community Organization, in the amount of \$3,500.00, paid from the Governor's Covid-19 Block Grant, seconded by Commissioner Bratcher, motion passed.

At Track 36 on CD, Commissioner Kuhn made a motion to approve to amend the 2020 Holiday Schedule, to include being closed for Christmas Eve and New Year's Eve, seconded by Commissioner Bratcher, motion passed.

At Track 37 on CD, Commissioner Kuhn made a motion to approve to reschedule the Organizational Meeting from December 31, 2020, to December 29, 2020, at 11:00 a.m., seconded by Commissioner Bratcher, motion passed.

At Track 39 on CD, Commissioner Kuhn made a motion to approve to allow the employee's annual leave not to exceed 500 hours for the 2020 year only, due to the Covid-19 Pandemic and some employees not being able to use their annual time, seconded by Commissioner Bratcher, motion passed.

At Track 41 on CD, Commissioner Kuhn made a motion to approve to give all employees 80 hours of sick leave for working during the Covid-19 Pandemic, seconded by Commissioner Bratcher, motion passed.

At Track 44 on CD, Commissioner Kuhn made a motion to reappoint David Stewart to the Boone County Deputy Sheriff's Civil Service Commission, serving a 3 year term, seconded by Commissioner Bratcher, motion passed.

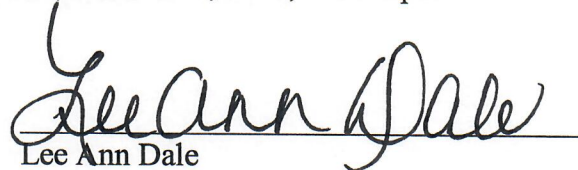
At Track 45 on CD, Michael Mayhorn, Emergency Management Agency Director, updated the Commission regarding the virus vaccine.

At Track 53 on CD, Commissioner Kuhn made a motion to approve to pay the bills as presented, seconded by Commissioner Bratcher, motion passed.

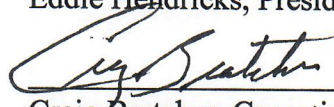
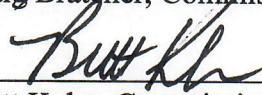
At Track 53 on CD, Commissioner Kuhn made a motion to approve the Purchase Orders as prepared and presented, seconded by Commissioner Bratcher, motion passed.

At Track 54 on CD, Commissioner Craig Bratcher Adjourned the Meeting until December 29, 2020, at 10:00 a.m.

I hereby certify the above to be a true and correct summary of the Boone County Commission's REGULAR SESSION held on December 15, 2020, at 3:30 p.m.

  
Lee Ann Dale

Accepted and Approved this 29<sup>th</sup> day of December, 2020.

ABSENT  
\_\_\_\_\_  
Eddie Hendricks, President  
  
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Craig Bratcher, Commissioner  
  
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Brett Kuhn, Commissioner