

**A G E N D A**  
**REGULAR SESSION**  
**December 29, 2020**

Are there any objections to the Agenda?

**10:00 a.m.**

**Call to Order**

**Exonerations**

**Minutes**

**County Clerk's Appointments & Finals**

**Public Comments:**

➤ **New Business:**

**Kris Mitchell, Boone County Development Authority**

- **LED Grant**

- **Terry Martin, Regional Intergovernmental Council**

- **Sewer Extension Foster Phase I**

➤ **Requests:**

- **Chad Barker, Chief Deputy**

- **Hire Chief Deputy Sheriff**

- **Promotions**

- **Annual Leave**

- **Brandon Miller, Racine Volunteer Fire Department**

- **Insurance billing ordinance**

- **Donna Taylor, Prosecuting Attorney**

- **Resignation of Assistant Prosecuting Attorney**

- **Hire Assistant Prosecuting Attorney**

- **Office Space**

- **Michael Mayhorn, Emergency Management Agency Director**

- **Suddenlink Fiber Contract**

- **Pam White, Administrator**

- **BRPSD Municipal Bond**

**Update Boards & Authorities**

**Approve bills and purchase orders**

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

ORGANIZATIONAL MEETING  
DECEMBER 29, 2020  
11:00 A.M.

- Election of County Commission President/ Set dates for 2020 Regular Sessions
- Set time for 2022 Organizational Meeting
- Set date and time for Board of Equalization and Review
- Appoint Member to Regional Intergovernmental Council
- Appoint Member to University Extension Service Committee
- Appoint Member to ENACT Board of Directors
- Approve 2021 Holiday Schedule
- Adjourn Meeting

The Boone County Commissioner met in an ORGANIZATIONAL SESSION on Tuesday, December 29, 2020. Those present for the meeting was 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.

Commission President Hendricks called the meeting to order at 11:00 a.m.

At Track 1 on CD, Upon the motion of Commissioner Kuhn, and seconded by Commissioner Bratcher, and by unanimous vote, did elect Craig Bratcher as President of the Boone County Commission for the Calendar Year of 2021, motion passed.

At Track 2 on CD, Upon the motion of Commissioner Kuhn, and seconded by Commissioner Bratcher, and by unanimous vote did set forth the first Tuesday at 3:30 p.m.; the third Tuesday at 3:30 p.m. and the last Tuesday at 5:00 p.m. of each month, of the 2021 Calendar Year, as the dates of convening for regular sessions of the County Commission, motion passed.

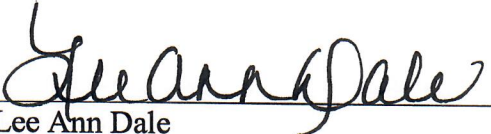
At Track 3 on CD, Upon the motion of Commissioner Kuhn, and seconded by Commissioner Bratcher, and by unanimous vote did set forth the date of the convening of the 2022 Organizational Meeting of the County Commission as December 28, 2021 at 11:00 a.m., motion passed.

At Track 4 on CD, In accordance with Chapter 11, Article 3, Section 24 of the West Virginia Code, Commissioner Kuhn made a motion for the Boone County Commission to commence sitting as a Board of Equalization and Review on Monday, February 1, 2021, at 3:30 p.m. and continue in session as same until their work is completed, but no more than twenty-eight (28) days for the purpose of equalizing the assessment of the county for 2021. Further, that notice to the public of said Board of Equalization and Review be published in accordance with the said statute, seconded by Commissioner Bratcher, motion passed.

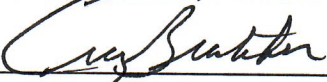
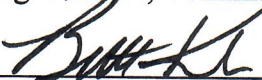
At Track 7 on CD, Commissioner Kuhn made a motion to adopt the 2021 Holiday Calendar/Schedule of the West Virginia State Employees and any Proclamations of the Governor regarding days off, seconded by Commissioner Bratcher, motion passed.

At Track 8 on CD, Commissioner Bratcher ADJOURNED the meeting, until December 28, 2021, at 11:00 a.m. for the 2022 Organizational Session.

I hereby certify the above to be a true and correct summary of the Boone County Commission's ORGANIZATIONAL SESSION held on December 29, 2020, at 11:00 a.m.

  
Lee Ann Dale

Accepted and Approved this 5<sup>th</sup> day of January 2021.

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

The Boone County Commission met in REGULAR SESSION on Tuesday, December 29, 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 588. Commissioner Craig Bratcher called the meeting to order at 10:00 a.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 15, 2020, Regular Meeting, seconded by Commissioner Bratcher, motion passed.

At Track 2 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 3 on CD, Commissioner Kuhn made a motion to approve to sign a Resolution to apply for the WV 2020-2021 Local Economic Development Grant (LED) through the West Virginia Development Office, in an amount up to \$22,727.00, and further authorizes acting Commission President, Craig Bratcher, to sign on its behalf, as requested by Kris Mitchell, Director, Boone County Development Authority, seconded by Commissioner Bratcher, motion passed.

At Track 5 on CD, Terry Martin, Regional Intergovernmental Council, updated the Commission regarding Foster Phase I sewer extension.

At Track 8 on CD, Commissioner Kuhn made a motion to commit funds in the amount of \$35,000.00 for the Boone County Public Service District Foster Phase 1A Sewer line extension, as requested by Terry Martin, Regional Intergovernmental Council, seconded by Commissioner Bratcher, motion passed.

At Track 11 on CD, Commissioner Kuhn made a motion to approve to hire Theodore Mark Abbott, as Chief Deputy, with an annual salary of \$63,200.00, with benefits, effective January 1, 2021, as requested by Sheriff Elect, Chad Barker, seconded by Commissioner Bratcher, motion passed.

At Track 12 on CD, Commissioner Kuhn made a motion to approve the promotion of Deputy Daniel Cottrell to Corporal, effective January 1, 2021, with a salary increase of \$174.00 per month, as requested by Chad Barker, Chief Deputy, seconded by Commissioner Bratcher, motion passed.

At Track 13 on CD, Commissioner Kuhn made a motion to approve the promotion of Deputy Mike Foster to Sergeant, effective January 1, 2021, with a salary increase of \$174.00 per month, as requested by Chad Barker, Chief Deputy, seconded by Commissioner Bratcher, motion passed.

At Track 14 on CD, Commissioner Kuhn made a motion to approve the promotion of Deputy Eric Eversole to Lieutenant, effective January 1, 2021, with a salary increase of \$174.00 per month, as requested by Chad Barker, Chief Deputy, seconded by Commissioner Bratcher, motion passed.

At Track 15 on CD, Commissioner Kuhn made a motion to approve the promotion of Deputy Joshua Weagel to Captain, effective January 1, 2021, with a salary increase of \$174.00 per month, as requested by Chad Barker, Chief Deputy, seconded by Commissioner Bratcher, motion passed.

At Track 17 on CD, Commissioner Kuhn made a motion to approve the Boone County Fire Fighters Insurance Billing Ordinance, as presented by the Boone County Fire Fighters Mutual Aid Association, Inc., seconded by Commissioner Bratcher, motion passed.

At Track 19 on CD, Donna Taylor, Prosecuting Attorney spoke to the Commission.

At Track 25 on CD, Commissioner Kuhn made a motion to accept the resignation of Jennifer Anderson, Assistant Prosecutor, effective January 4, 2021, and grant her request for monetary payment of unused annual leave of 62.5 hours, in the amount of \$2,584.38, seconded by Commissioner Bratcher, motion passed.

At Track 28 on CD, Commissioner Kuhn made a motion to approve for Donna Taylor, Prosecuting Attorney, to post to hire an Assistant Prosecutor, with an annual salary of \$80,000.00, seconded by Commissioner Bratcher, motion passed.

At Track 28 on CD, Donna Taylor, Prosecuting Attorney, discussed office space in the Prosecutors Office.

At Track 30 on CD, Michael Mayhorn, Emergency Management Agency Director, spoke to the Commission regarding upgrading the courthouse phone system.

At Track 42 on CD, Commissioner Kuhn made a motion to approve the Service Agreement with Suddenlink Business for the E-911, in the amount of \$585.00, for a 5 year term, and further authorizes Michael Mayhorn, E-911 Director, to sign electronically, as requested by Michael Mayhorn, Emergency Management Agency Director, seconded by Commissioner Bratcher, motion passed.

At Track 43 on CD, Michael Mayhorn, Emergency Management Agency Director, updated the Commission regarding the virus vaccine.


At Track 45 on CD, Commissioner Kuhn made a motion to approve to pay the West Virginia Municipal Bond Commission, the amount of \$9,554.36, on behalf of the Boone Raleigh Public Service District, seconded by Commissioner Bratcher, motion passed.

At Track 50 on CD, Commissioner Kuhn made a motion to approve to pay the bills as presented, seconded by Commissioner Bratcher, motion passed.

At Track 50 on CD, Commissioner Kuhn made a motion to approve the Purchase Orders as prepared and presented, seconded by Commissioner Bratcher, motion passed.

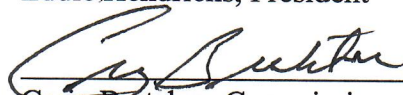
At Track 51 on CD, Commissioner Craig Bratcher Adjourned the Meeting until January 5, 2021, at 3:30 p.m.

I hereby certify the above to be a true and correct summary of the Boone County Commission's REGULAR SESSION held on December 29, 2020, at 10:00 a.m.

  
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Lee Ann Dale

Accepted and Approved this 5<sup>th</sup> day of January, 2021.

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ABSENT  
Eddie Hendricks, President

  
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Craig Bratcher, Commissioner

  
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Brett Kuhn, Commissioner

The Boone County Commission met in EMERGENCY SESSION on Wednesday, December 30, 2020. Those present for the meeting were Commission President Eddie Hendricks Commissioner Craig Bratcher, Commissioner Brett Kuhn and Commissioner Elect Jacob Messer, all via telephone conference. Staff present was Pam White, Administrator, Lee Ann Dale, Assistant Administrator and Michael Mayhorn, Emergency Management Agency Director.

Commission President, Eddie Hendricks called the meeting to order at 4:38 p.m.

Commissioner Kuhn made a motion to approve to go into Executive Session to discuss a vaccine delivered to the Boone County Health Department, seconded by Commissioner Bratcher, motion passed.

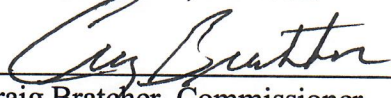
Commission President, Eddie Hendricks, Adjourned the Meeting.

I hereby certify the above to be a true and correct summary of the Boone County Commission's EMERGENCY SESSION held on December 30, 2020, at 4:38 p.m.

  
Lee Ann Dale

Accepted and Approved this 5<sup>th</sup> day of January, 2021.

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Eddie Hendricks, President

  
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Craig Bratcher, Commissioner

  
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Brett Kuhn, Commissioner