

**A G E N D A**  
**REGULAR SESSION**  
**January 19, 2021**

**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:**

- **Jim Weimer and Attorney Chris Howard, PSC**
  - **Boone-Raleigh PSD**

➤ **Requests:**

- **Anita Perdue, Circuit Clerk**
  - **Annual leave pay**
  - **Hire full time employee**
  - **Adjust full time salaries**
- **Scotty Cook, Assessor**
  - **Changes to 2021 property books**
- **Chad Barker, Sheriff**
  - **Towing policy**
  - **Annual leave pay**
- **Lee Ann Dale, Assistant Administrator**
  - **17<sup>th</sup> Cycle Courthouse Facilities Improvement Grant Reimbursement and Report**
- **Pam White, Administrator**
  - **Highmark Vision contract**
  - **Personnel Issue**

**4:30 p. m.**

**Solid Waste Meeting**

**4:45 p. m.**

**E911 Meeting**

**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, January 19, 2021. Those present for the meeting were Commission President, Craig Bratcher, Commissioner Brett Kuhn and Commissioner Jacob Messer. Staff present were Pam White, Administrator, and Lee Ann Dale, Assistant Administrator.

This meeting was recorded on CD 590A and 590B. Commission President, Craig Bratcher called the meeting to order at 3:30 p.m.

CD 590A

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 Messer, motion passed.

At Track 1 on CD, Commissioner Messer made a motion to approve the Minutes from the January 5, 2021, Regular Meeting, seconded by Commissioner Kuhn, 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 Messer, motion passed.

At Track 2 on CD, Jim Weimer, Public Service Commission, spoke to the Commission regarding the Boone Raleigh Public Service District.

At Track 29 on CD, Anita Perdue, Circuit Clerk, spoke to the Commission regarding hiring a full time employee and adjusting full time employees salaries in the Circuit Clerk's Office.

At Track 43 on CD, Commissioner Kuhn made a motion to table the decision of hiring a full time employee in the Circuit Clerks Office, as requested by Anita Perdue, Circuit Clerk, until further review of the budget, seconded by Commissioner Messer, motion passed.

At Track 49 on CD, Commissioner Messer made a motion to approve the request of Anita Perdue, Circuit Clerk, to adjust the salaries of Mary Etta Mitchell, in the amount of \$3,000.00 annually; Stephanie Ramsey, in the amount of \$3,000.00 annually; and Cindy Ball, in the amount of \$4,000.00 annually, seconded by Commissioner Kuhn, motion passed.

At Track 51 on CD, Commissioner Kuhn made a motion to approve the request of Anita Perdue, for monetary payment of her unused annual leave, in the amount of \$1,275.30, as of December 31, 2020, before taking office as Circuit Clerk, serving out the remaining term of Sue Ann Zickefoose, seconded by Commissioner Bratcher, motion passed.

At Track 53 on CD, Commissioner Kuhn made a motion to reappoint Anita Perdue to the ENACT Board, serving a one year term, seconded by Commissioner Messer, motion passed.

At Track 55 on CD, Commissioner Kuhn made a motion to approve the request of Scotty Cook, Assessor, giving the Assessor's Office permission to proof read and make necessary corrections to the 2021 Personal Property and Real Estate Books and to hold meetings with property owners for purposes of correcting errors during the Commission sitting as the Board of Equalization and Review, seconded by Commissioner Messer, motion passed.

At Track 55 on CD, Commissioner Kuhn made a motion to approve the request of Scotty Cook, Assessor, giving the WV State Tax Department permission to proof read and make necessary corrections to the 2021 Personal Property and Real Estate Books and to hold meetings with property owners for purposes of correcting errors during the Commission sitting as the Board of Equalization and Review, seconded by Commissioner Messer, motion passed.

At Track 56 on CD, Chad Barker, Sheriff, discussed the Towing Policy with the Commission and his concerns and reservations regarding it.

At Track 68 on CD, Commissioner Kuhn made a motion to approve the request of Chad Barker, for monetary payment of his unused annual leave, in the amount of \$10,471.36, as of December 31, 2020, before taking office as Sheriff on January 1, 2021, seconded by Commissioner Messer, motion passed.

At Track 72 on CD, Commissioner Kuhn made a motion to approve the 17<sup>th</sup> Cycle Courthouse Facilities Improvement Grant Reimbursement, in the amount of \$33,946.66, and further authorizes the Commission President, Craig Bratcher, to sign on its behalf, seconded by Commissioner Messer, motion passed.

At Track 74 on CD, Commissioner Kuhn made a motion to approve to renew the Highmark Vision Contract, effective February 1, 2021 through February 1, 2022, no change in rate, and further authorizes the Commission President, Craig Bratcher, to sign on its behalf, seconded by Commissioner Messer, motion passed.

At Track 75 on CD, Commissioner Kuhn made a motion to approve to go into Executive Session to discuss a personnel issue, seconded by Commissioner Messer, motion passed.

At Track 76 on CD, the Boone County Commission was back in Regular Session.

At Track 78 on CD, the Solid Waste Board Meeting took place.

At Track 80 on CD, the Boone County Commission was back in Regular Session.

CD 590B

At Track 6 on CD, Commissioner Kuhn made a motion to appoint Jacob Messer to the E-911 Enhanced Advisory Board, serving a three year term, seconded by Commissioner Messer, motion passed.

At Track 7 on CD, Commissioner Kuhn made a motion to appoint Mark Abbott to the E-911 Enhanced Advisory Board, serving a three year term, seconded by Commissioner Messer, motion passed.

At Track 7 on CD, the E-911 Enhanced Advisory Board Meeting took place.

At Track 54 on CD, the Boone County Commission was back in Regular Session.

At Track 59 on CD, Commissioner Kuhn made a motion to accept the resignation of David Hill from the Central West Virginia Regional Airport Authority, seconded by Commissioner Messer, motion passed.

At Track 60 on CD, Commissioner Kuhn made a motion to appoint Archie Hubbard to the Central West Virginia Regional Airport Authority, serving a 3 year term, seconded by Commissioner Messer, motion passed.

At Track 62 on CD, Commissioner Kuhn made a motion to appoint Craig Bratcher to the Regional Intergovernmental Council, for the 2021 Calendar Year, seconded by Commissioner Messer, motion passed.

At Track 62 on CD, Commissioner Kuhn made a motion to appoint Craig Bratcher to the Boone County 4-H Council, serving a one year term, seconded by Commissioner Messer, motion passed.

At Track 63 on CD, Commissioner Kuhn made a motion to appoint Craig Bratcher to the Boone County Development Authority, serving a one year term, seconded by Commissioner Messer, motion passed.

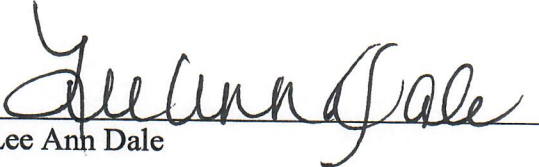
At Track 64 on CD, Commissioner Messer made a motion to appoint Michael Mayhorn to the Boone County Planning Commission as the Commission Representative, serving a 1 year term, seconded by Commissioner Kuhn, motion passed.

At Track 71 on CD, Commissioner Kuhn made a motion to approve to pay the bills as presented, seconded by Commissioner Messer, motion passed.

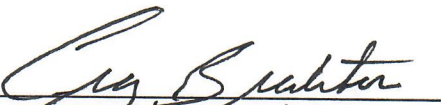
At Track 71 on CD, Commissioner Kuhn made a motion to approve the Purchase Orders as prepared and presented, seconded by Commissioner Messer, motion passed.

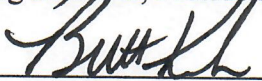
At Track 72 on CD, Commission President Craig Bratcher Continued the Meeting until January 26, 2021, at 3:30 p.m.

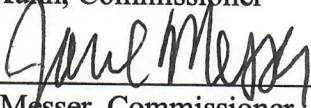
I hereby certify the above to be a true and correct summary of the Boone County Commission's REGULAR SESSION held on January 19, 2021, at 3:30 p.m.

  
Lee Ann Dale

Accepted and Approved this 26<sup>th</sup> day of January, 2021.

  
Craig Bratcher, President

  
Brett Kuhn, Commissioner

  
Jacob Messer, Commissioner