

**A G E N D A**  
**REGULAR SESSION**  
May 25, 2021

5:00 p.m

**Call to Order**

**Exonerations**

**Minutes**

**County Clerk's Appointments & Finals**

**Public Comments:**

➤ **Old Business:**

➤ **New Business:**

- **Donovan Pearson**
  - Property development
- **Bryan Justice, Director Boone County Ambulance Authority**
  - American Rescue Plan and equipment funding
- **Craig Bratcher, Commission President**
  - Salary adjustments

➤ **Requests:**

- **Donna Taylor, Prosecutor**
  - Hire legal assistant
  - Budget revision
  - Prosecutor Conference
- **Scotty Cook, Assessor**
  - Hire full time employee
- **Lee Ann Dale, Assistant Administrator**
  - Create fund 207 American Rescue Plan Act
- **Pam White, Administrator**
  - Appoint Fiduciary Commissioner
  - Boone-Raleigh Public Service District IRS payment
  - Solid Waste grant
  - Recycling grant

**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, May 25, 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 604. Commission President, Craig Bratcher called the meeting to order at 5:00 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 Messer, motion passed.

At Track 1 on CD, Commissioner Messer made a motion to approve the Minutes from the May 18, 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, Terry Martin, Regional Intergovernmental Council, Projector Director, updated the Commission regarding the Boone Raleigh Public Service and various water projects.

At Track 5 on CD, Michael Mayhorn, Emergency Management Agency Director, spoke to the Commission regarding FEMA relief concerning the March 1, 2021, flood.

At Track 8 on CD, Donovan Pearson, gave a presentation to the Commission, regarding property development at the proposed Industrial Park at the Hobet property.

At Track 46 on CD, Bryan Justice, Boone County Ambulance Authority Director, spoke to the Commission on American Rescue Plan and equipment funding.

At Track 59 on CD, Commissioner Kuhn made a motion to approve the request of Donna Taylor, Prosecuting Attorney, to hire Bryson Justice, as a temporary legal assistant, at an hourly rate of \$12.00, effective June 1, 2021, pending the pre-employment drug screen, seconded by Commissioner Messer, motion passed.

At Track 64 on CD, Commissioner Messer made a motion to approve an Internal Budget Revision, in General County, Department #405, in the amount of \$6,000.00, for material and supplies, as requested by Donna Taylor, Prosecuting Attorney, seconded by Commissioner Kuhn, motion passed.

At Track 65 on CD, Commissioner Kuhn made a motion to approve the request of Donna Taylor, Prosecuting Attorney, for Mark Browning, Assistant Prosecutor, to attend the Prosecutor's Conference, held on June 16 through June 18, 2021, at Stonewall Jackson Resort, including registration, lodging, meals and mileage, seconded by Commissioner Messer, motion passed.

At Track 67 on CD, Commissioner Kuhn made a motion to create Fund 207 titled, "American Rescue Plan Act" as instructed by the WV State Auditor's office, seconded by Commissioner Messer, motion passed.

At Track 68 on CD, Commissioner Kuhn made a motion to appoint Attorney Matthew Hatfield, as Fiduciary Commissioner, seconded by Commissioner Messer, motion passed.

At Track 80 on CD, Commissioner Kuhn made a motion to approve to pay the Internal Revenue Service, the amount of \$63,033.18, on behalf of the Boone Raleigh Public Service District, seconded by Commissioner Messer, motion passed.

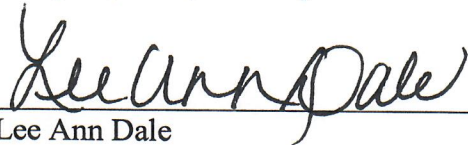
At Track 81 on CD, Commissioner Kuhn made a motion to approve to sign an application for the 2022 Solid Waste Grant with the WV Department of Environmental Protection, in the amount of \$5,000.00, for community clean-ups, and further authorizes Craig Bratcher, President, to sign on its behalf, seconded by Commissioner Messer, motion passed.

At Track 82 on CD, Commissioner Kuhn made a motion to approve to pay the bills as presented, seconded by Commissioner Messer, motion passed.


At Track 82 on CD, Commissioner Messer made a motion to approve the Purchase Orders as prepared and presented, seconded by Commissioner Kuhn, motion passed.

At Track 82 on CD, Commission President Craig Bratcher Adjourned the Meeting until June 1, 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 May 25, 2021, at 5:00 p.m.

  
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Lee Ann Dale

Accepted and Approved this 1<sup>st</sup> day of June, 2021.

  
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Craig Bratcher, President

  
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Brett Kuhn, Commissioner

  
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Jacob Messer, Commissioner