

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

3:30 p.m.

Call to Order

- **Exonerations**
- **Minutes**
- **County Clerk's Appointments & Finals**
- **Public Comments:**
- **Old Business:**
 - **Roger Toney, County Clerk**
 - **Redistricting**
 - **Hire two (2) employees**
- **New Business:**
 - **Terry Martin, RIC**
 - **Updates on Water and Sewer Projects**
 - **Payment request Rock Creek Development Waterline Extension**
 - **Payment request Foster Phase I Sanitary Sewer Extension**
 - **Payment request Right Fork Waterline Extension**
 - **Discussion of projects moving forward**
 - **Request by Boone County PSD to forgive design loan from 2014.**
 - **John Golden**
 - **Broadband Planning Grant**
 - **Scotty Cook, Assessor**
 - **Resignation of Valuation Fund employee**
 - **Attend WV Association of Counties meeting**
 - **Michael Mayhorn, Emergency Management Agency Director**
 - **Hire part time employee**
 - **Software/Training purchases**
- **Requests:**
 - **Pam White, Administrator**
 - **Vision insurance renewal**
 - **Boards and Authorities**
- **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 Wednesday, January 19, 2022. Those present for the meeting were Commission President, Craig Bratcher, Commissioner Brett Kuhn and Commissioner Jacob Messer, via telephone. Staff present were Pam White, Administrator, and Lee Ann Dale, Assistant Administrator.

This meeting was recorded on CD 632A and CD 632B. Commission President, 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 Messer, motion passed.

At Track 1 on CD, Commissioner Messer made a motion to approve the Minutes from the January 4, 2022, Regular Meeting and January 6, 2022, Emergency Meeting, seconded by Commissioner Kuhn, 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 Messer, motion passed.

At Track 1 on CD, Commissioner Kuhn made a motion to approve the request of Roger Toney, County Clerk, to hire Amber Brown, full time, with the annual salary of \$29,500.00, effective January 20, 2022, pending pre-employment drug screening, seconding by Commissioner Messer, motion passed.

At Track 1 on CD, Commissioner Kuhn made a motion to approve the request of Roger Toney, County Clerk, to hire Kendra Capps, full time, with the annual salary of \$29,500.00, effective January 24, 2022, pending pre-employment drug screening, seconding by Commissioner Messer, motion passed.

At Track 1 on CD, Terry Martin, RIC Project Coordinator, updated the Commission on several water projects and possible waterline projects.

At Track 1 on CD, Commissioner Kuhn made a motion to approve to pay to an invoice for Rock Creek Development Park, to Potesta and Associates, Inc., in the amount of \$8,953.75, as requested by Terry Martin, RIC, Project Coordinator, seconded by Commissioner Messer, motion passed.

At Track 1 on CD, Commissioner Kuhn made a motion to approve to pay invoices for Right Fork Waterline Extension, to Mountain Haus, in the amount of \$12,209.19; and Regional Intergovernmental Council, in the amount of \$3,500.00, as requested by Terry Martin, RIC, Project Coordinator, seconded by Commissioner Messer, motion passed.

At Track 1 on CD, Commissioner Kuhn made a motion to forgive a 2014 design loan in the amount of \$68,987.80, from the Boone County Commission to the Boone County Public Service District, as requested by Terry Martin, RIC, Project Coordinator, seconded by Commissioner Messer, motion passed.

At Track 1 on CD, John Golden, spoke to the Commission regarding a broadband grant.

At Track 1 on CD, Commissioner Kuhn made a motion to approve to sign a resolution authorizing the submission of a GigReady Technical Assistance Grant through the West Virginia Broadband Enhancement Council, to secure grant funds for countywide broadband services, seconded by Commissioner Messer, motion passed.

CD 632B

At Track 1 on CD, Commissioner Kuhn made a motion to create a Boone County Broadband Council, a subcommittee under the umbrella of the Boone County Planning Commission, seconded by Commissioner Messer, motion passed.

At Track 2 on CD, Commissioner Kuhn made a motion to approve the request of Scotty Cook, Assessor, to attend the West Virginia Association of Counties meeting in February, 2022, including the registration fee, seconded by Commissioner Messer, motion passed.

At Track 7 on CD, Commissioner Kuhn made a motion to approve the request of Michael Mayhorn, Emergency Management Agency Director, to hire Logan Mayhorn, part-time, at the hourly rate of \$9.00, effective January 20, 2022, pending pre-employment drug screening, seconded by Commissioner Messer, motion passed.

At Track 22 on CD, Commissioner Kuhn made a motion to approve the request of Michael Mayhorn, Emergency Management Agency Director, to purchase recertify training, software, computer aid, to the dispatch system at the E911 Center, in the amount of \$55,000.00 to PowerPhone and \$10,010.16 to Central Square, from E911 funds, seconded by Commissioner Messer, motion passed.

At Track 25 on CD, Commissioner Kuhn made a motion to approve the annual renewal of Highmark vision insurance, seconded by Commissioner Messer, motion passed.

At Track 30 on CD, Commissioner Kuhn made a motion to approve to direct the County Administrator, to issue a non-negotiable order to all county appointed boards, authorities and component units, to which financial assistance is provided, to provide monthly financial statements and minutes of all their meetings, a financial template will be provided to ensure incomplete/vague information isn't provided, seconded by Commissioner Messer, motion passed.

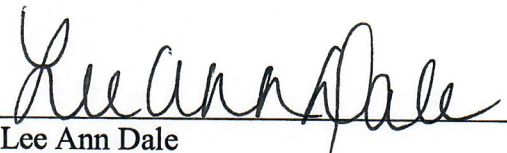
At Track 37 on CD, Commissioner Kuhn made a motion to accept the resignation of Grady Hayner, from the Boone County Public Service District, seconded by Commissioner Messer, motion passed.

At Track 43 on CD, Commissioner Kuhn made a motion to approve to pay the bills as presented, seconded by Commissioner Messer, motion passed.

At Track 4 on CD, Commissioner Kuhn made a motion to approve the Purchase Orders as prepared and presented, seconded by Commissioner Messer, motion passed.


At Track 45 on CD, Commissioner Kuhn made a motion to Adjourned the Meeting until January 25, 2022, at 5:00 p.m., seconded by Commissioner Messer, motion passed.

I hereby certify the above to be a true and correct summary of the Boone County Commission's REGULAR SESSION held on January 19, 2022, at 3:30 a.m.



Lee Ann Dale

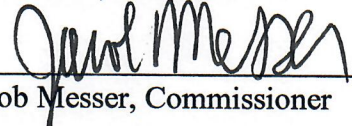
Accepted and Approved this 25th day of January, 2022.



Craig Bratcher, President



Brett Kuhn, Commissioner



Jacob Messer, Commissioner