

## A G E N D A

Tuesday, October 9, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Erin Timbrook, 2017 EMPG\*  
9:30 am Mike Ketterman, Building Codes contract with MDIA\*\*  
9:45 am Judicial Building – window tint proposal, Prosecutor's office carpentry  
10:00 am Aaron Cox, Broadband agreements and contracts.  
10:15 am Lee Fuell, HCEMS\*\*\*request for approval on hiring and purchases

\*EMPG = Emergency Management Performance Grant

\*\* MDIA = Middle Department Inspection Agency

\*\*\*HCEMS = Hampshire County Emergency Medical Service

Maintenance – Coal Bid

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

Emergency Medical Service (EMS) waiver of fee applications and disposition

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

The Hampshire County Commission reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Commission. Times listed are approximate times for discussion and action by the Commission.

Posted: October 3, 2018.

## AGENDA

Tuesday, October 23, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Col. Gee, facility buildings.  
9:30 am Mike Ketterman, inspection process letter, Region 8 Hazard Mitigation Plan,  
Flood Plain Ordinance and Wireless Communications Ordinance approvals.  
Matthew Hott, Chairman of HC Planning Commission, re: personnel  
9:45 am Donald Judy, Purgitsville water  
10:00 am Lee Fuell, HCEMS\* Director, re: new hires and operational plan.  
10:15 am election equipment contract

\*HCEMS = Hampshire County Emergency Medical Service

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns – Clerk's office Records  
Management & Preservation grant a;;lication

Budget revisions

Exonerations and consolidations – tax department

Emergency Medical Service (EMS) waiver of fee applications and disposition

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

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Posted: October 18, 2018.

## A G E N D A - ammended

Tuesday, November 20, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Eileen Johnson, HCDA\*, re: LED\*\* grant application  
9:30 am Col. Gee, Animal Control Officer, re: permit fee for dog breeding and possible van purchase.  
9:45 am Robin Mills, recycling report and related topics  
10:00 am Lee Fuell, HCRMS\*\*\*, re: Operational actions  
10:15 am Hampshire Co. Health Dept., re: Sanitarian authority.  
10:30am Compliance Officer Ketterman, re: Cell tower permit applic.

\*HCDA = Hampshire County Development Authority

\*\*LED = Local Economic Development

\*\*\*HCEMS = Hampshire County Emergency Medical Service

Maintenance: pick up transfer and blade  
Correspondence and requests  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations – tax department  
Emergency Medical Service (EMS) waiver of fee applications and disposition  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters

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Posted: November 16, 2018. Amended at 12:45pm.

## AGENDA

Tuesday, December 18, 2018  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Brian Malcolm, Director, Hampshire County Homeland Security Emergency  
Management

### **Maintenance:**

Correspondence and requests  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations – tax department  
Emergency Medical Service (EMS) waiver of fee applications and disposition  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters

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Posted: December 13, 2018.

## AGENDA

Tuesday, September 11, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Employee Handbook discussion of update and revisions  
9:30 am Donald Judy, re: water quality around Purgitsville area.  
9:45 am Mike Ketterman, Compliance Officer, telecommunications permit  
application for antennae replacement  
10:00 am Hearing on Alvin Pearce Estate.  
10:05 am review/ revise Fiduciary Commission order Bane estate.  
10:10 am Lee Fuell, Dir. HCEMS\*, re: purchase approval and hiring request

\*HCEMS = Hampshire County Emergency Medical Service

### UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance –  
Correspondence and requests  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations – tax department  
Emergency Medical Service (EMS) waiver of fee application with disposition  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters

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Posted: September 6, 2018.

## **A G E N D A - Ammended**

Tuesday, August 28, 2018  
Hampshire County Commission

- 9:00 am Ballot order drawing
- 9:05 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Hampshire County Convention and Visitor's Bureau report
- 9:30 am Lee Fuell, Dir., Emergency Services Agency, re: purchases, hiring.
- 9:45 am Mike Ketterman re: Historic Landmarks – question regarding storage space
- 10:00 am Eileen Johnson, HCDA\*, re: Tech Park letter of intent.
- 10:15 am Charles Hall, re: policy of notification of actions by entities.

\*HCDA = Hampshire County Development Authority

### Maintenance

Correspondence and requests

Board appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations

Emergency Service Agency (ESA) waiver of fee application with disposition **and**  
**corrective tickets**

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

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Posted: August 23, 2018. **Amended 8/24/18 @11:15**

## AGENDA

Tuesday, August 14, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Compliance Officer Mike Ketterman, cell tower permit  
9:30 am Eileen Johnson, HCDA\*, re: grant resolution for road improvement in Capon Bridge Tech Park., lease documents between HCDA and Commission – approval from 7/10/18 meeting.  
9:45 am Lee Fuell, Director Ambulance Service, re: purchasing procedures  
10:00 am Erin Timbrook grant approvals for PRO\*\* and HAVA\*\*\*  
10:30 am Dan Ferrell, Thrasher Engineering sewage system on Tech Park

### Old Business:

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations – tax department and  
Emergency Ambulance Service (EAS) waiver of fee application with disposition  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling

\* HCDA = Hampshire County Development Authority

\*\*PRO = Police Resource Officer

\*\*\*HAVA = Helping America Vote Act

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Posted: August 9, 2018.

## A G E N D A

Tuesday, July 24, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Aaron Cox, Broadband MOU\*, Lease and right of way authorization from 7/10/18 meeting.  
9:30 am Eileen Johnson, HCDA\*\*, re: grant resolution for road improvement in Capon Bridge Tech Park., lease documents between HCDA and Commission – approval from 1/10/18 meeting.  
9:45 am Prosecutor Plumer, request for window modification.  
10:00 am Frontier connectivity – phone and internet issues (lack of) Springfield area citizens.  
  
11:30 am WV State Auditor McClusky re: Open Gov. website

### **Old Business:**

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations – tax department and Emergency Ambulance Service (EAS)  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling

\* MOU = memorandum of understanding

\*\* HCDA = Hampshire County Development Authority

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Posted: July 19, 2018.



## A G E N D A

Tuesday, July 10, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Eva Ansel. Peach Festival funding request  
9:30 am Mike Ketterman, Landmarks, re: statue restoration invoice  
9:45 am Eileen Johnson, Development Authority lease to Commission of broadband assets  
10:00 am Lee Fuell, HCEMS\* Director, re: job descriptions and advertisements  
10:15 am Aaron Cox, re: Broadband agreements, leases, MOU\*\* and assignment of duties  
10:30 am EMS\* exoneration form, policy and procedures consideration.

\*EMS = emergency medical services (HC = Hampshire County)

\*\* MOU = memorandum of understanding

**Old Business:**

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters and equipment discussion  
Recycling

The Hampshire County Commission reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Commission. Times listed are approximate times for discussion and action by the Commission.

Posted: July 5, 2018.

## AGENDA

Tuesday, June 26, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Policy to settle insolvent estates, consideration.  
9:30 am Charles Snead, Art and Music Festival, request for support  
9:45 am MOU\* concerning Family Court, consideration  
10:00 am Mike Ketterman, Compliance officer, re: Flood Plain ordinance approval

\* MOU = memorandum of understanding.

### Old Business:

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations, library appointment  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices for payment  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling

The Hampshire County Commission reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Commission. Times listed are approximate times for discussion and action by the Commission.

Posted: June 21, 2018.

## AGENDA

Tuesday, June 12, 2018  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Prosecutor Plumer, personnel  
9:30 am Middle Department Inspection Agency, re: contract renewal  
9:45 am Steve Slonaker, Mike Rudolf and Grady Bradfield, Shooting/noise issues  
10:00 am May 2017 Delinquent Tax List.  
10:15 am Robin Mills Proposal for advancing recycling program.  
10:30 am Erin Timbrook, re: grant documents, attorney selection for CBDG grant.  
10:45 am County government broadband service contract.  
11:00 AM EMS Business

### **Old Business:**

Maintenance – help with Bluegrass Festival  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling

The Hampshire County Commission reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Commission. Times listed are approximate times for discussion and action by the Commission.

Posted: June 7, 2018.

## AGENDA

Tuesday, May 22, 2018  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Certify 2018 Primary Election results  
9:30 am Mike Rudolf and neighbors re: shooting range  
9:45 am Plan to resolve insolvent estates.  
10:00 am Fiduciary Commissioner recommended order, Jonathan Brill.  
10:15 am Planning Office, Mike Ketterman, Flood Plain Administrator

### **Old Business:**

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling

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Posted: May 17, 2018.

## AGENDA

Tuesday, May 1, 2018  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Mike Ketterman, Compliance Officer, re: cell tower permit and retainer.  
9:30 am Aaron Cox, GIS Director, re: Broadband grant - Community Connect

### **Old Business:**

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling

**The Hampshire County Commission reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Commission. Times listed are approximate times for discussion and action by the Commission.**

**Posted: April 26, 2018.**

## A G E N D A

Tuesday, March 27, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Eileen Johnson, HC Dev. Auth. Re: old hospital transfer to Bldg. Auth./Dev. Auth.  
9:30 am Robin Mills, re: recycling assistance grant application.  
9:45 am Grant documentation for signatures.  
10:00 am RFP\*\* (s) bid opening.  
10:15 am EMS\* Advisory Bd. Re: job description and bylaws, presentation.  
10:30 am Probate/ Estate actions. Fiduciary Commissioner recommended order - Bane Estate (Jonathan Brill).

### Old Business:

- Maintenance –
- Correspondence and requests
- Resolutions
- Board Appointments & resignations
- Grant applications, contracts, resolutions and drawdowns
- Budget revisions
- Exonerations and consolidations
- Invoices
- Probate/Estate considerations
- Calendar Set budget work date.
- Personnel
- Budgetary/fund actions
- Election matters – approve poll worker nominations from Executive Committees.

\* EMS = emergency medical services

\*\* RFP = request for proposal

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Posted: March 22, 2018.

## AGENDA

Tuesday, April 10, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Rev. Mou, Romney Christian Ministerial Assn., re: Nat'l Day of Prayer  
9:30 am Eileen Johnson, HC Dev. Auth. re: old hospital transfer to Development  
Auth. thru Building Commission. Report on environmental survey.  
9:45 am Judicial Center Rm. 214 Phase I contract.

### Old Business:

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar Set budget work date.  
Personnel  
Budgetary/fund actions  
Election matters  
Recycling  
Ambulance Advisory Board business

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Posted: April 5, 2018.

## AGENDA

Tuesday, March 13, 2018  
Hampshire County Commission

- 9:05 am Call to order, minutes, President's and Commissioner's reports  
9:15 am RFP for aerial photography.  
9:30 am Mike Ketterman, Compliance Officer, re: MDIA\* agreement

\*MDIA= Middle Department Inspection Agency

### Old Business:

Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters

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Posted: March 8, 2018.



## AGENDA

Tuesday, February 27, 2018  
Hampshire County Commission

- 9:05 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Mary Long, Family Crisis Center funding request.
- 9:20 am Jay Carter, Potomac Valley Transit Authority, annual report and request
- 9:30 am Peg McMaster, Re: Capon Bridge Founder's Day Fest. – report and request
- 9:45 am Dennis Morris Romney Parks and Rec., re: pool funding request.
- 10:00 am GIS\* Committee personnel request.
- 10:15 am Cary Ours, Re: SBVDR\*\* grant and match request.

### Old Business:

- Maintenance –
- Correspondence and requests
- Resolutions
- Board Appointments & resignations
- Grant applications, contracts, resolutions and drawdowns
- Budget revisions
- Exonerations and consolidations
- Invoices
- Probate/Estate considerations
- Calendar Set budget work date.
- Personnel
- Budgetary/fund actions
- Election matters

\*GIS = Geographic Information Systems

\*\*SBVDR = South Branch Valley Day Report

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Posted: February 22, 2018.

## AGENDA

Tuesday, February 13, 2018  
Hampshire County Commission

- 9:05 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am EMS\* ordinance
- 9:30 am Building Commission, re: RFP\*\* for Judicial Center project
- 9:45 am Cary Ours, SBVDR\*\*\*, re: match request for grant
- 10:00 am Pre-owned ambulance(s) purchase.
- 10:15 am Broadband Initiative Council update and report, personnel consideration.

### **Old Business:**

Maintenance –

Correspondence and requests

Resolutions

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

\*EMS = Emergency medical services

\*\* RFP = request for proposal

\*\*\*SBVDR = South Branch Valley Day Report

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Posted: February 8, 2018.

## AGENDA

Tuesday, January 23, 2018  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am EMS\* ordinance

### **Old Business:**

Maintenance –

Correspondence and requests

Resolutions

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

\*EMS = Emergency medical services

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Posted: January 19, 2018.

## AGENDA

Tuesday, January 9, 2018  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Aaron Cox, GIS\* Coordinator, re: aerial imagery grant
- 9:30 am Judy Merritt, re: request for funding for Greenspring Park
- 10:00 am Erin Timbrook Doughboy restoration grant application
- 10:30 am Eileen Johnson, Broadband funding request, and report on old hospital

Old Business: EMS ordinance  
Maintenance –  
Correspondence and requests  
Resolutions  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Budget revisions  
Exonerations and consolidations  
Invoices  
Probate/Estate considerations  
Calendar  
Personnel  
Budgetary/fund actions  
Election matters

\*GIS = geographic information systems

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Posted: January 4, 2018.

## AGENDA

Tuesday, January 2, 2018  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Organization of Commission and calendar for 2018  
9:30 am Eileen Johnson, Broadband funding request  
9:45 am Mayor Keadle, re: grant for Doughboy statue restoration.

### **Old Business:**

Maintenance –

Correspondence and requests

Resolutions

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

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Posted: December 27, 2017.