

## AGENDA

Wednesday, January 8, 2019  
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 applications  
9:30 am HCEMS Board recommendations

### **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, other recommendations from HCEMS\* Board**

**Invoices**

**Probate/Estate considerations**

**Calendar**

**Personnel**

**Budgetary/fund actions**

**Election matters**

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

**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: January 3, 2019.**

## AGENDA

Tuesday, January 22, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am legislative concerns and possible letters to Legislators  
9:30 am Peg Lemasters, Founders Day Festival report  
9:45 am Aaron Cox, Broadband update.  
10:00 am Brian Malcolm & Erin Timbrook, re: HCEMS update  
10:15 am Cary Ours, SBVDR\*\*, re: grant discussion and MOU\*\*\*

### **Maintenance:**

Correspondence and requests

Board Appointments & resignations

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Budget revisions

Exonerations and consolidations – tax department

Emergency Medical Service (EMS) waiver of fee applications and disposition, other recommendations from HCEMS\* Board

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\*HCEMS = Hampshire County Emergency Medical Services

\*\* SBVDR = South Branch Valley Day Report

\*\*\*MOU = memorandum of understanding

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Posted: January 17, 2019.

## A G E N D A

Tuesday, February 26, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Michael Ketterman, Compliance Officer, re: cell tower permits
- 9:20am Romney Parks and Recreation.
- 9:30 am Steve Swingle Census Bureau.
- 9:45 am Bid opening for camera grant for HCBoE\*\*\*\*
- 10:00 am Petition to discharge claims, re: Mary E Arnold estate
- 10:05am Jay Carter. PVTa report and funding request.
- 10:15 am Cary Ours, SBVDR\*\*, re: grant discussion and MOU\*\*\*

### **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, other recommendations from HCEMS\* Board

Invoices

Probate/Estate considerations

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Election matters

\*HCEMS = Hampshire County Emergency Medical Services

\*\* SBVDR = South Branch Valley Day Report

\*\*\*MOU = memorandum of understanding

\*\*\*\*HCBoE = Hampshire County Board of Education

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Posted: February 21, 2019.

## A G E N D A

Tuesday, March 12, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am HC Parks and Recreation, proposed dining hall / conference center for  
Hampshire Park.  
9:30 am N. J. Sions Chief Deputy, grant resolutions and report on Frontier.  
9:45 am Camera RFP\*\*\* review and recommendation from Committee. Vendor  
selection.  
10:00 am Brian Malcolm, re: HCESA\*\* chief of operations job description  
10:15 am Hampshire County Wage and Review Board reappointment, handbook  
review  
10:30 am Hampshire County Emergency Ambulance Service Fee Ordinance revision

### **Maintenance:**

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – Assessor

Emergency Medical Service (EMS) waiver of fee applications and disposition, other  
recommendations from HCEMS\* Board

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

\*HCEMS = Hampshire County Emergency Medical Services

\*\* HCESA= Hampshire County Emergency Services Agency

\*\*\*RFP = request for proposal

\*\*\*\*HCB0E = Hampshire County Board of Education

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Posted: March 7, 2019. Amended March 8, 2019, 1:00 pm.

## AGENDA

Tuesday, March 26, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Assessor Wagoner, Surveyor Moreland and Aaron Cox re: County line inconsistencies.  
9:30 am Levy Estimate for FY 2019-2020.  
9:45 am Michael Ketterman, Compliance Officer, re: Cell tower permit applications and Civil War Trails subscription.  
10:00 am 911 Director, Nathan Sions, re: 911 console radio upgrades.

### **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, other recommendations from HCESA\* Board**

**Invoices**

**Probate/Estate considerations**

**Calendar**

**Personnel**

**Budgetary/fund actions**

**Election matters**

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**Posted: March 21, 2019.**

## AGENDA

Tuesday, April 9, 2019  
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 Hearing; Hampshire Ambulance Ordinance revisions. Action on revisions.
- 9:45 am Assessor Wagoner, re: debit card machine in Annex.
- 10:00 am Census Partnership Proclamation
- 10:15 am Michael Ketterman, Compliance Officer, re: Cell tower permit applications
- 10:30 am Aaron Cox, GIS/Broadband Coordinator, re: MOU\*\* w/Hardy Net & Committee on Aging.
- 10:45 am Brian Malcolm & Erin Timbrook, HCESA\* hiring and purchases

### **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, other recommendations from HCEMS\* Board

Invoices

Probate/Estate considerations

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Election matters

\*HCESA = Hampshire County Emergency Services Agency

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Posted: April 4, 2019.

## AGENDA

Tuesday, April 16, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Public Hearing to approve Revenue Estimate for Fiscal Year 2019-2020.  
(Lay the Levy).  
9:30 am Hampshire Emergency Ambulance Service Fee Ordinance revisions. Action.  
9:45 am HCESA\* Chief of Operations position.

### **Maintenance:**

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

\*HCESA = Hampshire County Emergency Services Agency

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Posted: April 11, 2019.

## AGENDA

Tuesday, May 14, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Compliance Officer Ketterman, re: cell tower update permit, MDIA\*  
contract, Comprehensive Plan approval.  
9:30 am Larry See, Parks and Rec Director, re: Bluegrass Festival  
9:45 am HCESA\*\* update, Co- Directors Timbrook and Malcolm.  
10:00am Atlantic Broadband Cable Franchise Agreement

### **Maintenance:**

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

\*MDIA= Middle Department Inspection Agency

\*\*HCESA = Hampshire County Emergency Services Agency

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Posted: May 9, 2019.

## AGENDA

Tuesday, May 28, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Larry Carroll, ownership of hazardous material.
- 9:30 am Allison Jewell, Farmland Preservation, re: Omps easement approval
- 9:45 am Parking lot rental agreement with Mr. Voit.
- 10:00 am Atlantic Broadband Franchise agreement (tabled 5/14)
- 10:15 am Compliance Officer Ketterman, Census information approval

### **Maintenance:**

- Correspondence and requests
- Board Appointments & resignations
- Grant applications, contracts, resolutions and drawdowns
- Budget revisions
- Exonerations and consolidations – tax department
- 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: May 22, 2019.

## AGENDA

Tuesday, June 11, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Public Hearing for Comprehensive Plan.
- 9:30 am Central Hampshire PSD request for leak correlators
- 9:40 am Parks & Rec -Discuss New Building at Hampshire Park

### **Maintenance:**

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

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Posted: June 6, 2019.

## AGENDA

Tuesday, June 25, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Col. Gee, Animal Control, re: truck  
9:30 am Beth Jacobson with A New Beginning, Inc. presentation  
9:45 am Donald Judy re: Purgitsville water project  
10:00 am Brian Malcolm, HCESA\* Director, request to purchase operational software and an ALS\*\* vehicle  
10:15 am Brian Malcolm, HCHSEM\*\*\* Director, present EOP\*\*\*\* preliminary presentation, and needed road repairs at Cacapon Tower

\*HCESA= Hampshire County Emergency services Agency

\*\*ALS= Advanced Life Support

\*\*\*HCHSEM = Hampshire County Homeland Security & Emergency Services

\*\*\*\*EOP= Emergency Operations Plan

### **Maintenance:**

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions

Election matters

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Posted: June 19, 2019.

## AGENDA

Tuesday, July 9, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Eileen Johnson re: revised resolution re: industrial access road in Capon Bridge Tech Park  
9:30 am Assessor Norma Wagoner, personnel.  
9:45 am Maintenance recommendation re: truck.

Board appointments. Tom Williams and Steve Moreland - Library

### **Maintenance:**

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

Invoices

Probate/Estate considerations

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Budgetary/fund actions

Election matters

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Posted: July 3, 2019.

## AGENDA

Tuesday, July 23, 2019  
Hampshire County Commission

9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Parks and Recreation Department, contract for Park building.

Region 8 grant docs for signature.  
Budget revisions.  
Region 8 letter of support for grant

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

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Posted: July 18, 2019.

## AGENDA

Tuesday, August 13, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Eileen Johnson, authorize survey of out conveyance of parcel on hospital grounds.  
9:30 am Brian Malcolm, HCESA\*, re: report and request to purchase equipment

\*HCESA = Hampshire County Emergency Services Agency

**Maintenance:**

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

Invoices

Probate/Estate considerations

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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: August 8, 2019.

## AGENDA

Tuesday, August 27, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Stephanie Shoemaker, Health Department, re: Continuity of Operations Site  
9:30 am Cary Ours, SBVDR\*, re: grant, vehicle  
9:45 am Mayor Keadle, Romney Sidewalk project.

\*SBVDR = South Branch Valley Day Report

### **Maintenance:**

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

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Posted: August 22, 2019.

## AGENDA

Tuesday, September 10, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Peg McMaster, Convention and Visitor's Bureau, report
- 9:30 am Larry See, Parks and Recreation Director, re: update on Park building
- 9:45 am Aaron Cox, broadband access and right of ways
- 10:00 am HCESA\* report and update on operation
- 10:15 am Brian Malcolm, Homeland Security, re: RFP\*\* for proposed building.

\*HCESA= Hampshire County Emergency Services Agency

\*\*RFP= request for proposal

### **Maintenance:**

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

Invoices

Probate/Estate considerations

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Election matters

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Posted: September 5, 2019.

## AGENDA

Tuesday, September 24, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports
- 9:15 am Brian Malcolm radio programing update.
- 9:30 am Erin Timbrook grants.
- 9:45 am Cary Ours Grant application
- 10:00 am Aaron Cox Broadband MOU\* and report on activities

\*MOU = memorandum of understanding

- Maintenance
- Correspondence and requests
- Board Appointments & resignations
- Grant applications, contracts, resolutions and drawdowns
- Budget revisions
- Exonerations and consolidations – tax department
- Approval of Invoices
- Probate/Estate considerations
- Calendar
- Personnel recommendations from department heads
- Budgetary/fund actions
- Election matters

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Posted: September 19, 2019.

## A G E N D A -amended

Tuesday, October 8, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am CDBG\*\*\* draw for Development Block Grant - broadband. Broadband bid options.  
9:30 am HCESA\* building renovation RFP\*\*  
9:45 am Ambulance fee exemptions as recommended by Tax Office.  
10:00 am Steve Moreland, Hampshire County Library Board, re: permission for sidewalk repair/replacement.

- \* HCESA = Hampshire County Emergency Services Agency  
\*\* RFP= request for proposal.  
\*\*\* CDBG = Community Development Block Grant

### Maintenance

Correspondence and requests

Board Appointments & resignations (Note: appoint Stephanie Shoemaker to Dev Authority)

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

Invoices

Probate/Estate considerations

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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, 2019. Amended Oct. 3 @ 3 pm.

## AGENDA

Tuesday, October 22, 2019  
Hampshire County Commission

- 9:00 am** Call to order, minutes, President's and Commissioner's reports  
**9:15 am** Romney Mayor Beverly Keadle, Petition for Annexation by  
Minor Boundary Adjustment  
**9:30 am** Discussion of fund allocation for ambulance returns (non-fee income)  
**9:45 am** Bob Mayhew, Artificial Turf at Hampshire HS  
**10:00 am** Delinquent ambulance fees next steps  
**10:15 am** Volunteer rescue squad performance pertaining to county funding

\*CCAWV = County Commissioner's Association of West Virginia

**Maintenance:**

**Correspondence and requests**

**Board Appointments & resignations**

**Grant applications, contracts, resolutions and drawdowns**

**Budget revisions**

**Exonerations and consolidations – tax department**

**Invoices**

**Probate/Estate considerations**

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**Budgetary/fund actions**

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Posted: October 17, 2019.

\*\*AMENDED: October 16, 2019 @ 1:00pm\*\*

## A G E N D A

Tuesday, November 19, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Vivian Parsons, update from Risk Pool  
9:30 am H. C.\* Parks and Rec. Report on building progress  
9:45 am H. C. Dev Authority, Local Economic Development Continuing Resolution and Commitment of funds.  
10:00 am HCESA\*\* re: building renovation bid update. Permission to solicit bids for a new ambulance.  
HCHSEM\*\*\* re: first responders radio reprogram update.  
Dates for Board of review and Equalization 2020.  
Charlie Corbin to discuss changing employment status.

\* H. C. = Hampshire County

\*\*HCESA= Hampshire County Emergency Services Agency

\*\*\*HCHSEM = Hampshire County Homeland Security & Emergency Management

Board of Review and Equalization dates.

Maintenance:

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Budget revisions

Exonerations and consolidations – tax department

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Posted: November 14, 2019.

## AGENDA

Tuesday, December 17, 2019  
Hampshire County Commission

- 9:00 am Call to order, minutes, President's and Commissioner's reports  
9:15 am Athletic Field improvement support (letter)  
9:30 am HCESA\* re: purchases of ambulance and equipment and report  
9:45 am order to establish fund for ambulance transfer fees  
10:00am Public Hearing, re: Annexation by Minor Boundary Adjustment to the  
Town of Romney.  
10:15 am Assessor Norma Wagoner, non-county resident hiring permission  
10:30 am employee handbook revision and update.  
10:45 am Charlie Corbin employment and status change request

HCESA = Hampshire County Emergency Services Agency

### **Maintenance:**

Correspondence and requests  
Board Appointments & resignations  
Grant applications, contracts, resolutions and drawdowns  
Region 8 Broadband drawdown request.  
Budget revisions  
Exonerations and consolidations – tax department  
Ambulance fee exemptions - recommendations and requests.  
Invoices  
Probate/Estate considerations  
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Personnel  
Budgetary/fund actions  
Election matters

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Posted: December 12, 2019