

A G E N D A

**Tuesday, January 14, 2025
Hampshire County Commission**

- 9:00 am** Call to order, minutes, President's and Commissioner's reports
- 9:15 am** Fiduciary Commissioner J. G. Brill recommended order, re: Kenneth Darnay Estate.
- 9:30 am** Process written notification of Capon Bridge Rescue Squad intent to exercise option to purchase Capon Bridge Emergency Medical Services Bldg.
- 9:45 am** Hampshire County Board of Education Reps - Use of County opioid settlement funds for activity bus
- 10:00 am** So. Branch Valley Day Report Center (SBVDRC) and Sheriff, re: Allocation of Opioid Settlement funds for SBVDRC and Sherrif office space
- 10:15 am** SBVDRC 2026 grant match request and tri-county memorandum of understanding
- 10:30 am** HSEM** Director position selection process
- 10:45 am** Hampshire County Farmland Protection requests approval for the McCauley Family LLC., Easement

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

American Recovery Plan (ARP) fund reallocations.

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

HCESA* = Hampshire County Emergency Services Agency

HSEM = Homeland Security and Emergency Management**

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 9, 2025, Amended January 10, 2025.

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Posted: January 9, 2025, Amended January 10, 2025.

A G E N D A

**Friday, January 17, 2025
Hampshire County Commission**

- 6:00 pm** **Call to order.**
 Consideration and action regarding HSEM Director position**
6:05 pm **authorization to use General Fund for HCESA* payroll as needed**
6:10 pm **interviews with applicants for position of HCESA* Director**
 6:10 – Courtney Turner
 6:30 – Darren Hamrick
 6:50 – Hope Friis
 7:10 – Blake Shockey (pending)
7:10 pm **Consideration of applicants and possible offer**

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Maintenance:

Old business:

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

Budget revisions

Exonerations and consolidations – Assessor/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

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Posted: January 14, 2025. Amended January 17, 2025 at 8am

A G E N D A

**Tuesday, January 28, 2025
Hampshire County Commission**

6:00 pm	Call to order, minutes, President's and Commissioner's reports
6:15 pm	HCESA** Director position – fill vacancy
	HSEM* Director position – fill vacancy
6:30 pm	Ta-Yare Meade, Teen Court Coordinator, re: Teen Court Report
6:45 pm	John Seldon – Capon Springs Vol. Fire and Rescue, re: request for emergency medical life pack
7:00 pm	Jacob Kirk, re: citizen concerns regarding windmills

Maintenance Department concerns

Old business:

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

Budget revisions

Exonerations and consolidations – Assessor/tax department

HCESA applications for waiver of fees and other recommendations**

Invoices

Probate/Estate considerations

Calendar

Personnel

Budgetary/fund actions General to HCESA fee account**

Election matters

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Posted: January 24, 2025.

NOTICE: SPECIAL MEETING

*A SPECIAL MEETING OF THE COUNTY COMMISSION OF HAMPSHIRE
COUNTY WILL BE HELD AT THE COURTHOUSE THEREOF ON THURSDAY,
FEBRUARY 13, 2025 BEGINNING AT 6:00 P.M. TO TRANSACT THE BUSINESS
HEREAFTER SET OUT:*

*TO CONTINUE THE PROCESS OF SELECTING A COMMISSIONER TO FILL THE
UNEXPIRED TERM OF COMMISSIONER CANNON, WHICH WILL END 12/31/2026.*

*A COPY OF THE AGENDA CAN BE VIEWED IN THE COUNTY CLERK'S
OFFICE.*

*PRESIDENT*_____

*COMMISSIONER*_____

*COMMISSIONER*_____

POSTED: February 11, 2025. 12:30 pm

****** Meeting Room—Hampshire County Courthouse courtroom***

NOTICE: SPECIAL MEETING

*A SPECIAL MEETING OF THE COUNTY COMMISSION OF HAMPSHIRE
COUNTY WILL BE HELD AT THE COURTHOUSE THEREOF ON WEDNESDAY,
FEBRUARY 19, 2025 BEGINNING AT 2:00 P.M. TO TRANSACT THE BUSINESS
HEREAFTER SET OUT:*

*Consideration and possible appointment of Brian Brill to fill the unexpired term on the
Hampshire County Commission. Said term will expire on December 31, 2026.*

THIS NOTICE OF SPECIAL MEETING SERVES AS THE AGENDA.

*PRESIDENT*_____

*COMMISSIONER*_____

*COMMISSIONER*_____

POSTED: February 14, 2025 @ 8:10 am

A G E N D A

**Tuesday, February 25, 2025
Hampshire County Commission**

6:00 pm	Call to order, minutes, President's and Commissioner's reports
6:15 pm	Barbara Fortner, Telamon Corporation re: National Farmworkers Job program
6:30 pm	Capon Bridge Rescue Squad building, communication with town of Capon Bridge
6:45 pm	Bid opening for electrical upgrade RFP for Courthouse Improvement Grant
7:00 pm	Hampshire County Arts Council funding request.
7:15 pm	Health Dept. mobile unit building site – retain Richard Gay

Housekeeping items (flexible scheduling)

Maintenance Department concerns
Correspondence and requests
Board Appointments & resignations – HCESA, Nathan Kesner – Parks and Rec, Greg Rinker
Grant applications, contracts, resolutions and drawdowns
Community Development Block Grant paperwork
Budget revisions
Exonerations and consolidations – Assessor/tax department
HCESA applications for waiver of fees and other recommendations**
Invoices
Probate/Estate considerations
Calendar – Budget workshops with Department heads 3/14/2025.
Personnel
Budgetary/fund actions General to HCESA fee account**
Election matters

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Posted: February 20, 2025 8:30 am

Amended: February 20, 2025 11:00 am, 3:45 pm.

A G E N D A

**Tuesday, March 11, 2025
Hampshire County Commission**

9:00 am **Call to order, minutes, President's and Commissioner's reports**
9:15 am **Debra Fleming, Shenandoah Chapter American Red Cross proclamation**
9:30 am **Convention and Visitor's Bureau funding request for 2026**
9:45 am **Hott and Ronken, re: review of electrical bid.**
10:00 am **Planning Commission, cell tower permit application for upgrade @
Hardy Cellular at 1300 Ben's Knob Trail**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance
Correspondence and requests
Board Appointments & resignations
Grant applications, contracts, resolutions and drawdowns
Community Development Block Grant paperwork
******American Recovery Plan (ARP) fund reallocations.**
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 – Schedule Budget workshop March 14, 2025.
Personnel
Budgetary/fund actions

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HSEM = Homeland Security and Emergency Management**
HCDA* = Hampshire County Development Authority**

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Posted: March 5, 2025.

A G E N D A

**Tuesday, March 25, 2025
Hampshire County Commission**

6:00 pm	Call to order, minutes, President's and Commissioner's reports
6:15 pm	Levy rate increase hearing
	approve 2025-26 Levy Estimate for submission to WVSAO***
6:30 pm	Matt Hott, re: bid opening for roof replacement bids. 2 buildings
6:45 pm	Farmland Preservation Easement approval - Roeder Farm
7:00 pm	HCESA** updated bylaws and agreement with Town of Capon Bridge re: ambulance building

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests**
- Board Appointments & resignations**
- Grant applications, contracts, resolutions and drawdowns**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar**
- Personnel**
- Budgetary/fund actions General to HCESA** fee account**
- Election matters**

***HSEM = Homeland Security and Emergency Management**

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*****WVSAO = West Virginia State Auditor's Office**

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Posted: March 20, 2025

A G E N D A

**Tuesday, April 15, 2025
Hampshire County Commission**

- 9:00 am** **Call to order, minutes, President's and Commissioner's reports**
- 9:15 am** **Public Hearing to Lay the Levy, FY 2025-2026 for Hampshire County, WV
government budget**
- 9:30 am** **Public Hearing re: Claims against the Max Voit Estate.**
- 9:35 am** **Town of Capon Bridge request to use HSEM*** mass notification system.**
- 9:40 am** **Eastern Community Action month**
- 9:45 am** **Health Department Facility change orders**
- 10:00 am** **Salli Martin, WVSAO**, re: exit conference for FY 2023 & 2024 Audits**
- 10:15 am** **Planning Commission Ordinance set hearing - first reading, post**
- 10:30 am** **Matt Hott, Project Manager, re: advertise for roof and plumbing upgrades**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

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

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Posted: April 10, 2025

A G E N D A

**Tuesday, April 22, 2025
Hampshire County Commission**

- 6:00 pm** **Call to order, minutes, President's and Commissioner's reports**
- 6:15 pm** **Romney Christian Ministerial Association request for Proclamation for Day of Prayer**
- 6:30 pm** **Nick Carroll, Parks and Recreation Director, re: update on park development.**
- 6:45 pm** **Right of way for Central Hampshire at HCESA** building**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests**
- Board Appointments & resignations**
- Grant applications, contracts, resolutions and drawdowns**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar –**
- Personnel**
- Budgetary/fund actions General to HCESA** fee account**
- Election matters**

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Posted: April 17, 2025

A G E N D A

**Tuesday, May 13, 2025
Hampshire County Commission**

9:00 am **Call to order, minutes, President's and Commissioner's reports**
9:15 am **Matt Hott, re: Annex roof contract with Blackstone.**
9:30 am **Planning Commission Ordinance set hearing - first reading, post**
9:45 am **Stephanie Hoover Mountain Heart, proclamation**
10:00 am **Sheriff request to transfer surplus car to Town of Romney**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

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

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Posted: May 8, 2025.

A G E N D A

**Tuesday, May 27, 2025
Hampshire County Commission**

- | | |
|----------------|---|
| 6:00 pm | Call to order, minutes, President's and Commissioner's reports |
| 6:15 pm | Discussion of possible sale of Health Center |
| 6:30 pm | Nick Carroll, Park & Rec Request Maintenance Dept help for Bluegrass Fest Setup |
| 6:45 pm | County Commission Statement of opposition to regional transmission line project; Discussion on cooperation with other local governments negatively impacted by project |

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

**Maintenance Department concerns
Correspondence and requests
Board Appointments & resignations
Grant applications, contracts, resolutions and drawdowns
Community Development Block Grant paperwork
Budget revisions
Exonerations and consolidations – Assessor/tax department
HCESA** applications for waiver of fees and other recommendations
Invoices
Probate/Estate considerations
Calendar –
Personnel
Budgetary/fund actions General to HCESA** fee account
Election matters**

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Posted: May 21, 2025

A G E N D A

**Tuesday, June 10, 2025
Hampshire County Commission**

- 9:00 am** **Call to order, minutes, President's and Commissioner's reports**
- 9:15 am** **Public Hearing: Probate in Solemn Form, to admit a copy of the will of John A. Dillinger, Sr.**
- 9:30 am** **discussion of County alliances regarding proposed transmission lines**
- 9:45 am** **discussion of Development Authority revolving loan fund.**
- 10:00 am** **Planning Commission recommendation of adoption of 2022 WV Building Code.**
- 10:15 am** **Augusta Volunteer Rescue Squad building addition request.**
- 10:25 am** **Medical Director agreement update between Dr. Bess and Commission**
- 10:30 am** **HCESA/HSEM Director Hamrick with report and line-item budget revision**
- 10:45 am** **Designation of County depositories for fiscal year 2025-2026 – FNB and Bank of Romney.**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations (reappoint Dave Parker to Farmland Preservation)

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork – Change order request # 4.

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

Personnel

Budgetary/fund actions

Sheriff's delinquent tax list approval

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Posted: June 5, 2025. amended: June 6, 2025

A G E N D A

**Tuesday, June 24, 2025
Hampshire County Commission**

- 6:00 pm** **Call to order, minutes, President's and Commissioner's reports**
- 6:15 pm** **Discussion of possible sale of Health Center.**
- 6:30 pm** **Animal Shelter Director position advertisement and interim.**
- 6:40 pm** **request for funding for Chamber of Commerce, Jackie Graybill and JT Hott**
- 6:45 pm** **Capon Bridge EMS building deed signing process**
- 7:00 pm** **Planning Commission Ordinance adoption as recommended by Planning Commission**
- 7:15 pm** **Consideration and authorization of expense for Comprehensive Plan Proposal from WVU Land Use and Sustainable Development Clinic; to be presented to Planning Commission for approval if authorized.**
- 7:30 pm** **Board appointments (list of Hampshire County Boards below).**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests**
- Board Appointments & resignations. Library Board, Building Commission, Planning Commission, Board of Appeals, Development Authority, Parks and Recreation and Historic Landmarks Commission.**
- Grant applications, contracts, resolutions and drawdowns**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar –**
- Personnel**
- Election matters**

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Posted: June 18, 2025, amended June 19, 2025.

A G E N D A

**Tuesday, July 8, 2025
Hampshire County Commission**

- 9:00 am Call to order, minutes, President's and Commissioner's reports**
- 9:15 am Mayor Keadle, Patti Anderson, re: Romney Pool Project funding request**
- 9:30 am Capon Bridge Complex presentation of bids on bathrooms and improvements**
- 9:45 am Romney Rescue Squad (L&T Electrical Contractor Bid)**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

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

Personnel

Budgetary/fund actions

Sheriff's delinquent tax list approval

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Posted: July, 2, 2025.

A G E N D A - SPECIAL MEETING

**Tuesday, July 15, 2025
Hampshire County Commission**

9:00 am	Call to order, minutes, President's and Commissioner's reports
9:05 am	Official General Budget revision #1 to transfer funds to new fiscal year.
9:15 am	Sink the Pool funding request.
9:30 am	Animal Control Director position job description
9:45 am	discussion on and possible response to letter from Nextera Energy on transmission project

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Posted: July 10, 2025

NOTICE

*A MEETING OF THE COUNTY COMMISSION OF HAMPSHIRE COUNTY
WILL BE HELD AT THE COURTHOUSE THEREOF ON TUESDAY, AUGUST 12,
2025, BEGINNING AT 6:00 P.M. TO TRANSACT THE BUSINESS HEREAFTER SET OUT:*

*TO AUDIT AND PAY CLAIMS PROPERLY OUT OF THE GENERAL COUNTY
FUND AND OTHER FUNDS IN THE CUSTODY OF THE COMMISSION.*

*TO CONSIDER ANY MATTERS RELATING TO COUNTY OWNED
PROPERTY AND ENTER ANY ORDERS FOUND NECESSARY IN REGARD TO
SAID COUNTY.*

*A COPY OF THE AGENDA CAN BE VIEWED IN THE COUNTY CLERK'S
OFFICE.*

PRESIDENT _____

COMMISSIONER _____

COMMISSIONER _____

POSTED: August 7, 2025

****** Meeting Room—Hampshire County Courthouse courtroom***

A G E N D A

**Tuesday, August 12, 2025
Hampshire County Commission**

- 6:00 pm** **Call to order, minutes, President's and Commissioner's reports**
- 6:15 pm** **Animal Shelter Director recommendation for hire**
- 6:30 pm** **Proof of Claim for rent in Genesis Healthcare bankruptcy process**
- 6:40 pm** **Stake holder meeting re: impact of potential sale of Genesis Health care facility by the
Hampshire County Commission**
- 6:45 pm** **Lee Ann Wiiki, CEO, Lintu Solutions, re: AI Apprenticeship program grant request**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests – participation in the Opioid Settlement w/Purdue
Pharma/Sackler Family, - Global Science and Technology annual contract renewal**
- Board Appointments & resignations.**
- Grant applications, contracts, resolutions and drawdowns**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar –**
- Personnel**
- Election matters**

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Posted: August 7, 2025.

A G E N D A amended

**Tuesday, August 26, 2025
Hampshire County Commission**

- 6:00 pm** Call to order, minutes, President's and Commissioner's reports
- 6:15 pm** JT Hott with amended MOU for Board of Education property
- 6:30 pm** Public hearing to Probate Will of Elizabeth Mellon in solemn form
- 6:45 pm** Public hearing to Probate Will of Jacqueline M. Adams in solemn form
- 7:00 pm** Discussion on collaborative efforts amongst counties leaders regarding transmission line projects.
- 7:15 pm** Creation of cross-county cost reduction committee
- 7:30 pm** Proclamation recognizing September as National Recovery Month - Estella Garber, Director, Hampshire County Pathways
- 7:45 pm** Consider engaging Keys Valuation for appraisal of Hampshire Healthcare facility

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests**
- Board Appointments & resignations.**
- Grant applications, contracts, resolutions and drawdowns**
 - Phase II -Courthouse Facilities Improvement Grant request and resolution**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar –**
- Personnel**
- Election matters**

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Posted: August 21, 2025, amended August 22, 2025

A G E N D A

**Tuesday, September 9, 2025
Hampshire County Commission**

9:00 am	Call to order, minutes, President's and Commissioner's reports
9:15 am	Engagement letter with Keys Valuation, re: Hampshire Health Center
9:30 am	Update on Planning Office Inspector process, possible request for support
9:45 am	Discussion on Judicial Center cleaning/maintenance needs

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

Exonerations and consolidations – tax department

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

Invoices

Probate/Estate considerations

Personnel

Budgetary/fund actions

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Posted: September 4, 2025

A G E N D A

**Tuesday, September 23, 2025
Hampshire County Commission**

6:00 pm	Call to order, minutes, President's and Commissioner's reports
6:15 pm	Public hearing to Probate Will of Jacqueline M. Adams in solemn form
6:30 pm	Public hearing to Probate Will of Elizabeth Mellon in solemn form
6:45 pm	Investigation of alternative Courthouse complex telephone service provider

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests**
- Board Appointments & resignations.**
- Grant applications, contracts, resolutions and drawdowns**
 - Phase II -Courthouse Facilities Improvement Grant request and resolution**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar –**
- Personnel**
- Election matters**

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Posted: September 18, 2025

A G E N D A

**Tuesday, October 14, 2025
Hampshire County Commission**

- 9:00 am** **Call to order, minutes, President's and Commissioner's reports**
- 9:15 am** **Lee Ann Wiki, Lintu Solutions, with update on Apprenticeship Program**
- 9:30 am** **Kevin Judy re: Probate in Solemn Form Eliz. Mellon, Est.**
- 9:45 am** **Alex Morris, Hampshire County Little League, re: need for indoor facility**
- 10:00am** **Family Crisis Center request for proclamation in recognition of October as Domestic Violence Awareness Month**
- 10:15 am** **process to meet with other Commissions re: electrical transmission line path. Countywide survey regarding MARL****
- 10:30 am** **Hampshire Health Center possible sale process.**

UNSCHEDULED "HOUSEKEEPING" ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

Exonerations and consolidations – tax department

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

Invoices

Probate/Estate considerations

Personnel

Budgetary/fund actions

HCESA* = Hampshire County Emergency Services Agency

MARL = Mid-Atlantic Resiliency Link**

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 8, 2025

A G E N D A

**Tuesday, October 28, 2025
Hampshire County Commission**

6:00 pm	Call to order, minutes, President's and Commissioner's reports
6:15 pm	Helen Kerns to introduce Hampshire DAR* Chapter exec committee
6:30 pm	Hampshire County Historic Landmarks Commission request to approve an Order establishing the Hampshire County Historic Landmarks Register
6:45 pm	Consideration of Hampshire Health Center building sale
7:00 pm	Repair of telephone system in Courthouse complex

UNSCHEDULED "HOUSEKEEPING" ITEMS

Housekeeping items (flexible scheduling)

- Maintenance Department concerns**
- Correspondence and requests**
- Board Appointments & resignations.**
- Grant applications, contracts, resolutions and drawdowns**
 - Phase II -Courthouse Facilities Improvement Grant request and resolution**
- Community Development Block Grant paperwork**
- Budget revisions**
- Exonerations and consolidations – Assessor/tax department**
- HCESA** applications for waiver of fees and other recommendations**
- Invoices**
- Probate/Estate considerations**
- Calendar –**
- Personnel**
- Election matters**

*** DAR = Daughters of the American Revolution**

****HCESA = Hampshire County Emergency Services Agency**

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Posted: October 23, 2025

A G E N D A amended

**Tuesday, November 18, 2025
Hampshire County Commission**

- 9:00 am** Call to order, minutes, President's and Commissioner's reports
- 9:15 am** Hampshire County Library Board – facility repair request
- 9:30 am** Hospice of the Panhandle resolution
- 9:45 am** disbursement of WV Department of Health Emergency Medical Services supplemental funds
- 10:00am** Hampshire/Hardy County Line clarification process agreement
- 10:15 am** HC Development Authority LED* funding commitment and amended MOU**
- 10:30 am** Bids to replace roof on proposed Sheriff's office and Day report building
- 10:45 am** Hampshire County Board of Health rules and Hampshire County Public Health and Sanitarian ordinance
- 11:00 am** HCESA***/HSEM **** restructure and add training position
- 11:15 am** request for Attorney General Opinion on possible contributions to farm preservation and emergency services scholarship programs
- 11:30 am** Consideration of order delegating decision authority for HCRSA exemptions

UNSCHEDULED “HOUSEKEEPING” ITEMS

Maintenance

Hampshire Health Center possible sale

Correspondence and requests

Board Appointments & resignations – Tim Reese as Town of Capon Bridge representative to HC Development Authority

Grant applications, contracts, resolutions and drawdowns

Community Development Block Grant paperwork

Exonerations and consolidations – tax department

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

Invoices

Probate/Estate considerations

Personnel

Budgetary/fund actions

***LED = Local Economic Development**

****MOU = memorandum of understanding**

*****HCESA = Hampshire County Emergency Services Agency**

******Homeland Security and Emergency Management**

MARL = Mid-Atlantic Resiliency Link

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Posted: November 12, 2025, amended November 13, 2025

A G E N D A

**Tuesday, December 16, 2025
Hampshire County Commission**

9:00 am	Call to order, minutes, President's and Commissioner's reports
9:15 am	Hampshire County Library Board – Levy order request
9:30 am	Public Hearing for Board of Health Ordinance
9:45 am	CHPSD** request for funds to purchase mini-excavator.
10:00 am	Sale of Hampshire Center Property – coordination and authorization
10:15 am	OEM Chief 360 Software rollout and administrative review
10:30 am	Cacapon Trap Neuter Return grant match request

UNSCHEDULED “HOUSEKEEPING” ITEMS

Maintenance

Correspondence and requests

Board Appointments & resignations – Marsha Sowers to Parks and Rec.

Grant applications, contracts, resolutions and drawdowns – Courthouse Facilities Improvement application (new).

Community Development Block Grant paperwork

Exonerations and consolidations – tax department

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

Invoices

Probate/Estate considerations

Personnel – consider exemption of immediate family employment within HCESA

Budgetary/fund actions

HCESA* = Hampshire County Emergency Services Agency

CHPSD = Central Hampshire Public Service District**

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Posted: December 11, 2025