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A meeting of the Hampshire County Commission was held on Tuesday, November 15, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. The President then called the meeting to order.

The minutes of the Commission meeting held on October 25, 2016 were presented. Commissioner Parker moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Slonaker and the other Commissioners reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission, including the Canvas of the results of the General Election which was accomplished on Monday, November 14, 2016.

The Clerk offered several unscheduled, housekeeping type chores. The first item was a letter to the Courthouse Facilities Improvement Board for reimbursement from the grant portion of the recent renovation project. Commissioner Hott moved to authorize the President to sign the renovation report and Commissioner Parker seconded the motion. The motion passed.

The Clerk presented a resolution in regard to a grant application for book restoration and furniture for the records room. The grant source is the Records Management and Preservation Board. Commissioner Hott moved to authorize the President to sign the resolution and Commissioner Parker seconded the motion. The motion passed.

The Region VIII Development Authority had requested a Hazard Mitigation Plan Amendment letter. Compliance Officer Baker recommended that the Commission sign and send the letter of agreement. Commissioner Parker moved to allow the President to sign the Hazard Mitigation Amendment letter and Commissioner Hott seconded the motion. The motion passed.

Compliance Officer Baker showed the Commission a reply that he had received from the West Virginia Department of Environmental Protection (WVDEP), regarding the concerns about the permitting process for the Class IV construction materials landfill on Cooper Mountain. The Commissioners suggested that Mr. Baker forward the letter and reply to our Legislators for their information.

A letter of appreciation to Mr. Grant Cunningham for his service on the Planning Commission was presented and Commissioner Hott moved to authorize the President to sign the letter. Commissioner Parker seconded the motion and the motion passed.

The bid opening for requested bids to construct recycling bins was scheduled for 9:30 in this meeting. Two bids were received prior to the stated deadline of 4 pm Monday the 14th. The bidders were West Virginia Tractor Company of Charleston and Custom Container Solutions of Lewisburg, PA. The bid from Custom Container Solutions was \$6,060 less than the bid for four comparable bins from West Virginia Tractor. Commissioner Hott moved to accept the low bid from Custom Container Solutions for two cardboard bins and two compartmentalized bins, all in the twenty two foot length. Commissioner Parker seconded the motion and the motion passed.

The lease modification requested by the Potomac Center was discussed, but allowed to remain tabled from the last meeting, pending a written opinion from the Prosecuting Attorney and consideration by the insurance carrier that the proposed modification would not impact insurability.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

The Commission discussed the first day of December as a possible day to have a joint meeting with the Morgan County Commission regarding shared emergency services calls.

Commissioner Parker moved to authorize the President to sign any necessary documents to accomplish the refinancing of the bonds supporting the construction of the

Judicial Center. Commissioner Hott seconded the motion and the motion passed. First and Second public hearings occurred August 9 and September 13 of this year.

A verbal invitation was extended to the Commissioners to the next meeting of Hampshire Emergency Medical Services Association (HEMSA), at the Health Department on November 22, at 7 pm.

A letter was received indicating that the Farmland Preservation Board is due for an audit and Commissioner Hott moved that the Commission pay for this audit. Commissioner Parker seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. An invoice regarding the removal of a tree from the Indian Mound Cemetery was questioned and set aside. Commissioner Hott moved the invoices be paid as presented, with the exception of the tree removal, and Commissioner Parker seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned at 10:20 am.

A meeting of the Hampshire County Commission was held on Tuesday, December 20, 2016 at 9:00 a.m. in the Jury Room of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. The President then called the meeting to order.

The minutes of the Commission meetings held on November 15, 2016 and November 29, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker and the other Commissioners reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission.

The Clerk offered several unscheduled, housekeeping type chores. The first item was related to Governor Tomblin's Holiday Proclamation authorizing County Commissions to declare a half day Holiday beginning at noon on Friday, December 23, 2016. Commissioner Parker noted that the Commission has followed the Governor's lead in extra Holiday observation in the past. Commissioner Parker moved to close County Offices at noon on Friday, December 23, in addition to Monday, December 26, as previously scheduled, in observation of the Christmas Holiday. Commissioner Hott seconded the motion and the motion passed.

Hampshire County Sheriff John Alkire sent a letter requesting that the Sheriff, the Deputies of his office and Animal Control Officer, Col. David Gee be designated as humane officers. West Virginia State Law § 7-10-1 requires the Sheriff to designate the humane officers for the County and the Commission to make this a matter of record. Commissioner Hott moved to have the Clerk to make the list of designated humane officers a matter of public record and Commissioner Parker seconded the motion. The motion passed.

Sheriff John Alkire sent letters stating that several Sheriff's Deputies have reached employment anniversaries which entitle them to salary increases under the West Virginia Civil Service Statutes. Corporal Chris Carroll has completed his seventh year, Deputy II Travis Dolly has completed two years, Sr. Deputy Jacob Crites has completed three years, Deputy First Class Joshua Kesner has completed six years, Deputy First Class Donald Rotruck has completed eight years, Chief Deputy Nathan J. Sions has completed nine years of service and Deputy John D. Smith began his career on November 7, 2016. Commissioner Robert Hott moved that the Sheriff's salary requests be approved in accordance with the current deputy sheriff salary scale under the Civil Service Commission. Commissioner David Parker seconded the motion and the motion passed.

E 911 Director Nathan Sions sent a letter notifying the Commission that Mallory Synovac has been transferred to full-time status as a 911 Dispatcher and requesting final approval for Ethan Glaze to be appointed to 911 Dispatcher floater position effective November 10, 2016. Commissioner Hott moved to approve the personnel requests from the 911 Director. Commissioner Parker seconded the motion and the motion passed.

Norma Wagoner, County Assessor, prepared and sent exonerations and a consolidation for consideration and approval. Commissioner Parker made a motion to approve the exonerations and consolidation as presented. Commissioner Hott seconded the motion and the motion passed.

Mr. William Polhamus presented concerns regarding a shooting range which opened in his community on April 9, 2016, and which he feels is creating a nuisance and also a health hazard. There were signatures of nine or ten neighbors who agreed that the shooting range was at least unwelcomed in their area. The Commission recommended civil action as the best recourse to address the problem.

Eileen Johnson, Executive Director of the Hampshire County Development Authority presented a resolution to pursue a grant to identify and evaluate environmental factors in the old hospital building. Commissioner Hott moved to approve the grant application and to authorize the President to sign the resolution. Commissioner Parker seconded the motion and the motion passed.

Salli Martin of the West Virginia State Auditor's Office was unable to attend today.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders,

fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Charles Hall of HistoricHampshire.org spoke regarding the importance of recognizing the value of the Hampshire County's unique landmarks and historic sites, specifically the Indian Mound. This brought the discussion to the subject of an invoice which was presented at the last meeting for the removal of a tree, or several, from the Mound. When the invoice was denied for payment from the General Fund, it was brought back for payment from the Planning Commission budget and subsequently paid prior to Commission approval. The Commission agreed that removal of the tree was imperative since it threatened the integrity of the most eastern located ancient burial mound in the United States, but the majority of Commissioners felt that the process for submission of invoices must be observed and that it would be inappropriate to pay for service on private property. The Historic Landmarks Commission will raise funds to reimburse the County for the payment to the tree service.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented and Commissioner Hott seconded the motion. The motion passed.

Official Budget Revision #4 to the General Fund (#1) was presented. This revision primarily brought grant reimbursements back into the General Fund. Commissioner Hott moved that Official Budget revision #4 be approved as presented by Deputy Clerk Lillian Largent. Commissioner Parker seconded the motion and the motion passed.

Gerald Loudin, E911 Director of Operations presented a monthly report regarding call times and response rates of the County's volunteer Emergency Services Squads.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned at 11:10 am.

A regular meeting of the Hampshire County Commission was held on Monday, April 4, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order, noting that this is one of four mandatory meetings selected at the beginning of each calendar year.

The minutes of the Commission meeting held on March 22, 2016 were presented. Commissioner Parker moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Slonaker reported that he had participated in a Board of Appeals meeting where the renewal of the inspection services contract was considered. The Board decided to extend the contract with MDIA for the next year.

Commissioner Hott reported on the most recent meeting of the EMS Advisory Board where educational efforts regarding the EMS Levy were discussed and plans were made.

Commissioner Parker reported that he had attended a recent meeting at the Fair Grounds and that the new soccer fields are almost done and will be bigger than expected.

Rev. Jim Mou, Chair of the Romney Christian Ministerial Association presented a request that the Commission approve a Proclamation honoring a Day of Prayer in Hampshire County upon the occasion of the National Day of Prayer, on May 5, 2016. Rev. Mou also requested the use of the Courthouse porch and front steps from noon to 12:30 for the local observation. Commissioner Parker moved to adopt Thursday, May 5, 2016 as a Day of Prayer in Hampshire County in conjunction with the National Day of Prayer and to authorize the use of the Courthouse porch and steps. Commissioner Hott seconded the motion and the motion passed.

Linda Nixon, Attendance Officer for the Hampshire County Board of Education, presented the completed JAG grant package for the Police Resource Officer at the Hampshire High School. The amount of the grant request is \$20,000 again this year. Commissioner Hott moved to authorize the President to sign the grant forms for Fiscal Year 2016-17. Commissioner Parker seconded the motion and the motion passed.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Parker made a motion to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

E 911 Director Sions sent a letter requesting final approval of personnel changes. Ms. Erin Jones has resigned as a full time dispatcher after accepting the grant writer position, but will continue as a part time dispatcher. Rachael Timbrook will transfer from a floater position to become a full time dispatcher. Commissioner Hott moved to make final approval of the personnel changes stated in the letter. Commissioner Parker seconded the motion and the motion passed.

President Slonaker read a proclamation declaring May 15 – 21, 2016 as Community Education Outreach Service Week in Hampshire County. Commissioner Hott moved to approve the proclamation and authorize the President to sign the same. Commissioner Parker seconded the motion and the motion passed.

Angie McQuaid presented a request for support in the amount of \$2,500 for the United Way of Hampshire County. President Slonaker recused himself from the consideration because Mrs. Slonaker is involved with this organization. After questions and answers, Commissioner Hott moved to table this request until the April 19 meeting and Commissioner Parker seconded the motion. The motion passed.

The Commission had previously discussed exploring the development of a secondary water source on the land in Augusta and had received a proposal for a geological consultant to do a groundwater and well assessment at an estimated cost of \$6300 through Mark Glenn of Gwin, Dobson and Foreman, Consulting Engineers. Commissioner Hott moved to proceed with the assessment of the feasibility to develop a water source on the Augusta property and Commissioner Parker seconded the motion. The motion passed.

The Commission asked to have the Building Commission report on their progress in repairing the Courthouse at the next meeting.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved to authorize payment of the invoices as presented. Commissioner Parker seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Parker seconded the motion, the motion passed and the President declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, April 19, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on March 22, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker reported that he had attended a Central Hampshire Public Service District meeting and also a Hampshire Memorial Hospital Development Meeting.

Commissioner Hott reported that he had attended meetings of the Infrastructure Committee and the EMS Advisory Committee.

Commissioner Parker reported that he had attended the Mill Creek Ruritan Club meeting where the EMS presentation was well-received. He also attended the Yellow Spring Ruritan dinner, along with Commissioner Hott. In addition he met with Rick Moreland, county surveyor, regarding the entrance to the recycling center.

Norma Wagoner, County Assessor, prepared and sent five (5) tax exonerations for consideration and approval. Commissioner Parker made a motion to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

JAK Kincaid, of the Citizens Conservation Corps, presented information on the 2017 Initiative, which is a process of identifying service projects needed in all 55 counties and hosting scouts from the Boy Scouts of America travelling to the National Scout Jamboree held in Fayette County, WV. Mr. Kincaid advised that he needed approval from the Commissioners to begin the project, along with a "Champion" from the county, which would be an individual in charge of identifying needed projects in the county and also identifying supporting volunteers. The project(s) will be developed over the next 15 months. Each county will host one or two troops for the day while the projects are completed and will need 3 meals during their stay. At the end of the day, there will be community interaction between the community and the scouts. Commissioner Hott made a motion to allow Mr. Kincaid to proceed with the project, Commissioner Parker seconded the motion and the motion passed.

The Commissioners had a conference call with Sean Simon of Silling Architects about upcoming Courthouse repair work. The commission will begin taking pre-bids on May 3, 2016. The bids will be opened on May 24, 2016 at 10 a.m.

The Commission received a request for a donation from the United Way. This was tabled at the last meeting. Commissioner Hott made a motion to bring the donation request back to the table, Commissioner Parker seconded the motion. After a brief discussion, which Commissioner Slonaker abstained from as his wife is on the United Way board, Commissioner Parker made a motion that the Commission not donate to the United Way. Commissioner Hott seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented and Commissioner Hott seconded the motion. The motion passed.

Deputy Clerk Tina Ladd presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Parker moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Hott seconded the motion and the motion passed.

The early vote test for the Primary Election will be held on April 22, 2016 at 10 a.m. The Election Day test will be held on May 5, 2016 at 10 a.m. The next commission meeting will be moved up to May 3, 2016 since the Primary Election will be held on the regular meeting date.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned.

A regular meeting of the Hampshire County Commission was held on Tuesday, August 9, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend Gary Smith of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on July 26, 2016 were presented. Commissioner Robert Hott moved to approve the minutes as presented. Commissioner David Parker seconded the motion and the motion passed.

President Slonaker reported that he had attended a meeting of the Central Hampshire Public Service District Board. Commissioner Hott reported that he had attended an Infrastructure meeting. Commissioner Parker reported that he also attended the Infrastructure meeting. All three commissioners participated and made presentations during the Hampshire County Outstanding Citizenship Award Ceremony held on August 4, 2016. All three Commissioners participated in events of the West Virginia Peach Festival, August 5th and 6th.

Erin Jones, Grant Coordinator, submitted documentation for Commission approval in applying for the Emergency Management Preparedness Grant (EMPG). Commissioner Parker moved to approve that President Slonaker sign as presented. Commissioner Hott seconded the motion and the motion passed.

Assessor Wagoner presented exonerations for consideration and approval and Commissioner Parker moved to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented. Commissioner Parker seconded the motion. The motion passed.

The Commissioners had been made aware of a landfill operating on Cooper Mountain and they requested that Compliance Officer Charlie Baker be asked to further investigate the matter. They requested that Mr. Baker be added to the agenda for the next meeting to discuss the landfill and the Davis History House.

Commissioner Hott made a motion to recess until 11:00 a.m. Commissioner Parker seconded the motion and the motion passed.

President Slonaker declared the meeting in session at 11. Joe Milleson and Patty Davis of the Hampshire County Building Commission were present. Current renovations on the courthouse were discussed. The first payment per the contract needs to be sent to the contractor, Hite Roofing in the amount of \$187,785.00. Renovations should be completed in 2-3 weeks. Commissioner Parker moved to transfer the necessary amount into the Building Commission fund to pay Hite Roofing. Commissioner Hott seconded the motion and the motion passed.

John Stump of Steptoe & Johnson arrived at 11:37 a.m. to discuss refinancing of the bonds which funded the construction of the Judicial Center. The opportunity to refinance at a lower interest rate will save the County significant interest expense over the life of the bonds, but the term will remain the same. The first reading of the ordinance to refinance was read, Commissioner Parker moved to consider on first reading and act upon a proposed Ordinance authorizing the refunding of the Hampshire County Building Commission's Lease Revenue Refunding Bonds, Series 2012 by the Hampshire County Building Commission; authorizing and the leasing of such facilities by the Building Commission to the County Commission; approving the sale, issuance and delivery of Lease Revenue Refunding Bonds, Series 2016-A by the Hampshire County Building Commission to provide funds to finance a portion of the cost of such refunding and related costs and expenses. Commissioner Hott seconded the motion. The motion passed. Mr. Stump will need to return on September 13th, 2016 for the final reading and possible action on the bond refinance.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Parker seconded the motion, the motion passed and President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, August 23, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then asked all in attendance to observe a moment of silence in honor of Capt. John Eckerson of the Hampshire County Sheriff's Department who passed away suddenly last Wednesday. The President then called the meeting to order.

The minutes of the Commission meeting held on August 9, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker and the other Commissioners reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Parker made a motion to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The Clerk reported to the Commission that a total of 120 poll workers will be needed for the General Election to be held on November 8, 2016. The law provides for 72 Republican and 48 Democrat to be proportionately distributed among the 24 precincts. The Executive Committees will provide nominations for the Commission's approval in September.

The Commissioners agreed to switch the order of two scheduled business items on the agenda, in order to open bids at the advertised time.

Assessor Norma Wagoner presented a suggestion and some ideas utilizing the approved Hampshire County Seal on an official flag. No action was taken at this time.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Deputy Clerk Lillian Largent prepared Official Budget Revision # 2 to the General Fund (#1), which received recycling grant funds and made adjustments to the Sheriff's budget. Commissioner Parker moved to approve Official Budget Revision # 2 and Commissioner Hott seconded the motion. The motion passed.

President Slonaker announced the Public Hearing on the proposed Ambulance Fee Ordinance which had been advertised as a Class II legal ad, set for this day, place and the time of 9:30 am. Public comments were offered until 10:08 am and President Slonaker closed the comment period and the Commissioners each offered their own comments. Commissioner Robert Hott moved that the Hampshire County Commission should adopt the Emergency Ambulance Service Fee Ordinance as authorized in Chapter 7, Article 15, Section 17 of the Code of West Virginia as amended, for the purpose of providing career Paramedics, Emergency Medical Technicians and drivers to provide support to the volunteer emergency ambulance system within the geographic boundaries of Hampshire County, West Virginia, to promote the health and welfare of the citizens of Hampshire County. Commissioner David Parker seconded the motion. Commissioner Hott voted to adopt the Ordinance. Commissioner Parker and President Slonaker voted against adopting the Ordinance and the motion failed.

A Request for Bid (RFB) had been advertised as required for a Class II Legal ad, in regard to construction of an entry road and pad for the planned recycling site on the Commission's property in Augusta. The advertised deadline for delivery of sealed bids was Monday, August 22, by 4 pm. Six sealed bid packages were received by the deadline and the opening was advertised to happen at 10 am in the Commission meeting. Clerk Eric Strite presented the bid packages to the Commissioners who opened and read the bids and determined if the bid packages were prepared in accordance with the minimum requirements of the advertisement and the instructions given by Project Manager, Rick Moreland at the pre-bid meeting. The lowest bid which met all the requirements, was submitted by Gary's Excavating of Capon Bridge, with a total bid of \$62,372.15, including the holding pond and 50 feet of paving at the entrance. Commissioner Hott moved to accept the bid of Gary's Excavating for \$62,372.15 and

Commissioner Parker seconded the motion. The motion passed and Clerk Strite will submit all bids to the agency which provides the grant funding for final approval.

Mr. Craig Perry, a resident of the North River Mills area, described his frustrations with internet connectivity and the lack of useable access speed through Frontier Communications. Mr. Perry is trying to operate a business from his home and the management at Frontier has not been helpful in resolving the issues. Several members of the audience stated they are experiencing the same barriers to internet access.

Aaron Hartman of Juanita Geosciences presented a report on the hydrologic assessment of the 17.502 acre property in Augusta, in relation to the potential for development as a well site to serve as a secondary water source for the Central Hampshire Public Service District. Juanita Geosciences recommends proceeding with a fracture trace and lineament analysis and a Very Low Frequency (VLF) electromagnetic survey of the property. Mr. Hartman stated that these two studies are very useful in predicting optimal well locations. The Commission agreed to have Mr. Hartman to prepare a proposal to proceed with these tests.

Compliance Officer Charlie Baker presented a cell tower co-location application for T-Mobile to place an antennae on the tower on Cher-bet Lane in Augusta. Mr. Baker stated that no hearing is needed for a co-location permit and that the application was done correctly. Commissioner Parker moved to approve the permit and Commissioner Hott seconded the motion. The motion passed.

Mr. Baker gave the Commission a report on some things he is looking into regarding the Davis History House.

Mr. Baker reported that the landfill on Cooper Mt., which was discussed at the last meeting, has been properly permitted under Department of Environmental Protection (DEP) regulations as a Class D Landfill, which accepts biodegradable construction waste. The permitting process for a Class D Landfill does not include local notification and opportunity for input as is normally expected.

Mr. Baker asked Aaron Cox of the Geographic Information System (GIS) Office to help discuss the repercussions of a new requirement that Potomac Edison has instituted requiring a 911 address on a site before installing a temporary electrical service entrance. This will cause an extra County permit but will cause unknown, temporary or seasonal dwellings to be identified. Both the Planning and GIS Officers agreed that they will need to make some adjustments to the respective Ordinances and will be back to present changes to the Commission.

Brian Eglinger, Executive Director of the Hampshire County Farmland Preservation Board, introduced Ms. Allison Jewell, who has been recommended by the Farmland Preservation Board, to serve as the new Executive Director upon Mr. Eglinger's resignation from that position. Mr. Eglinger has agreed to help train Ms. Jewell for six weeks prior to stepping down. Commissioner Hott moved to approve the recommendation of the Farmland Preservation Board to hire Ms. Jewell as the new Executive Director as well as Mr. Eglinger's extension for a training period. Commissioner Parker seconded the motion and the motion passed.

Commissioner Hott moved the Commission take a five minute recess and Commissioner Parker seconded the motion. The motion passed and the President declared the meeting in recess.

President Slonaker declared the meeting back in session.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned at 11:42 am.

A meeting of the Hampshire County Commission was held on Tuesday, February 9, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on January 26, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker stated that he had attended the award banquets of both the Romney Volunteer Rescue Squad and the Slanesville Volunteer Fire and Rescue Company.

Commissioner Parker reported that he had also attended the awards banquets as well as a meeting of the Potomac Valley Transit Authority.

Commissioner Hott reported that he had not had any scheduled meetings, but had attended a budget training event with the Clerk and staff which was presented by the Auditor's office in Martinsburg.

President Slonaker stated that all three Commissioners have participated in the ongoing Board of Equalization and Review meetings.

The Clerk asked the Commission to consider to schedule a special meeting on February 22, rather than on the regularly scheduled day of the 23rd. WV Code requires the Clerk to conduct a drawing to determine the order that candidates will appear on the Primary Election ballot at 9 am on the 4th Tuesday after the close of Candidate filings to run for office. The Commissioners agreed by consensus to meet on the 22nd at 10 am, which will allow the Board of Equalization and Review to meet at 9 am as scheduled. The Clerk will post notices and agenda as required.

The first item of business on the agenda was the Emergency Medical Services (EMS) Levy placement on the ballot. Brian Malcolm, Director of the Office of Emergency Services, Jerry Loudin, E911 Director, and Donnie Smith, Chief of the Romney Rescue Squad were asked to represent the EMS Advisory Committee. Commissioner Parker moved that the Commission go into executive session to discuss contractual matters as allowed under WV Code 6-9A-4. Commissioner Hott seconded the motion and the motion passed at 9:20 am.

President Slonaker declared the Commission back in regular session at 10:24 am and stated that no decisions were made and no actions taken, but the Commission did discuss several points that remain under negotiation in regard as to how the EMS levy may be implemented should the voters pass the levy.

Ms. Cary Ours, Director of the South Branch Valley Day Report Center, returned to discuss an earlier request that the Commission increase the annual grant match from \$17,666 to \$25,000 in support of the Community Corrections grant, which is the primary funding source of that program. Ms. Ours stated that Hampshire and Hardy Counties will be asked to raise the match contribution and Pendleton County will remain at the lower level due to less people in the program. The Commissioners expressed concerns regarding the necessity of the increase and the fact that the County's revenue levels will not be determined until March. Commissioner Hott moved to continue the match at the same level as previous years. Commissioner Parker seconded the motion and the motion passed.

Stephanie Shoemaker, Director of the Hampshire County Health Department and Dr. Thomas Daugherty, Hampshire County Health Officer reported on the activities of the local Health Department and expressed concerns regarding likely cuts in State funding support. The Director also spoke in regard to legislative efforts to reconfigure the local boards into regional entities. Dr. Daugherty addressed the individuality of the County Board of Health and the unique opportunities that this Board has to impact the health of the citizens of this County.

Prosecuting Attorney Dan James presented the Commission with an update regarding the writ of habeas corpus case that has been brought by the Innocence Project of the WVU School of Law on behalf of Jeremiah Mongold. There has been evidence presented by expert medical witness which can only be refuted by other expert medical witness(s) and is an expense which will most likely be addressed to the taxpayers of Hampshire County.

Commissioner Hott excused himself, Commissioner Parker moved for a 5 minute recess and the President concurred and declared a short recess.

President Slonaker declared the meeting back in session and Official Budget Revision # 4 to the General Fund #1 was presented as prepared by Deputy Clerk Lillian Largent. Commissioner Parker moved to approve Official Budget Revision #4 as presented and Commissioner Hott seconded the motion. The motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved to authorize payment of the invoices as presented. Commissioner Parker seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Parker moved to adjourn the meeting and Commissioner Hott seconded the motion. President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, February 22, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on February 9, 2016 were presented. Commissioner Parker moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Slonaker reported that he had not had any committee meetings.

Commissioner Hott reported that the Committee on Aging meeting had been cancelled due to snow and that he had met with the Development Authority and their Finance Committee.

Commissioner Parker reported that he had attended meetings of the Parks and Recreation Committee and the Planning Commission and he gave updates on the activities of each board.

Since the time for the first scheduled appointment had not arrived the President decided to proceed with unscheduled, routine business. The Clerk presented a letter from Mark Glen of Gwin, Dobson and Foreman Consulting Engineers proposing to provide a hydro geologic evaluation of the property owned by the Commission in Augusta. No action was taken.

Letters had been prepared for the legislative delegates notifying them of concerns with several proposed bills that would negatively impact the County's revenue process. The Commissioners signed the letters.

E-911 Director of Operations, Jerry Loudin presented a report of the EMS Advisory Board regarding concerns expressed at the last Commission meeting in regard to the proposed EMS Levy Order. Mr. Loudin stated that the Committee recommended approving the EMS Levy Order as presented and requested the Commission approve the expenditure of \$5,600 for the consultation services of JH Consulting, LLC of Buckhannon, WV, for the purpose of helping to get the levy passed. President Slonaker expressed reservations about starting out with a full ambulance company, requiring 18 full time employees, and suggested that two or three EMTs supplementing the volunteer squads, with 8 or 10 employees, might be more appealing to the voters, with the option of going to the full time ambulance at a future time. He stated that the levy is still needed. Commissioner Hott moved that the Commission adopt the recommendation of the Advisory Committee and place the EMS Levy Order on the Primary Ballot. Commissioner Parker seconded the motion. President Slonaker restated his preference for a two stage approach to implementation during discussion of the motion. Commissioners Hott and Parker voted in the affirmative and President Slonaker stated he would abstain from voting. The motion passed. Commissioner Hott moved to enter into an agreement with JH Consulting, LLC of Buckhannon. Commissioner Parker seconded the motion, stating in discussion that the Committee needs to control the educational activities, and the motion passed.

Eileen Johnson, Executive Director of the Hampshire County Development Authority, presented recommendations from the Council of Development Finance Agencies (CDFA) - Brownfields Technical Assistance Program – Project Marketplace, to obtain grant funding to determine the structural and environmental status of the old hospital building. Ms. Johnson stated that this information is needed to determine the best use of the facility and to give potential developers the necessary information to make decisions regarding the property. Commissioner Hott moved to accept the recommendations of the CDFA, as presented by Ms. Johnson, and to proceed with the grant process. Commissioner Parker seconded the motion and the motion passed.

Mr. Dennis Morris of the Romney Parks and Recreation Department presented a request for financial support for the operation of the Romney Pool this year in the amount of \$5,680. The Commission agreed to consider the request.

Peg and Len McMasters, of the Capon Bridge Founders Day Festival, presented a written report on the activities and attendance of last year's Festival and a request for \$2,500 plus the cost of the insurance rider for the upcoming event.

Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Parker moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Hott seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Monday, January 4, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

President Slonaker pointed out that WV Code requires the Commission to meet on the first business day after the first day of the New Year to select a President and set a calendar.

The minutes of the Commission meeting held on December 15, 2015 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker and both Commissioners stated that they had not had any scheduled meetings since the last Commission meeting and therefore had no report(s).

The Commissioners agreed to move ahead with the next agenda item as they were ahead of schedule.

Commissioner Hott stated that he considered it an honor to nominate Steve Slonaker to serve as President of the Hampshire County Commission for the year of 2016. Commissioner Parker seconded the nomination and the majority voted to elect Mr. Slonaker to serve as President of the Hampshire County Commission for the year of 2016.

The Commission discussed the calendar for the upcoming year and agree to set the mandatory meeting dates as the first Monday in April, (April 4), the fourth Tuesdays in July and October, (July 26 and October 25), and the third Tuesday in December, (December 20). Other dates relating to setting the budget and the primary and general elections were discussed, but it was agreed to schedule meetings in closer proximity to those events.

The Auditor's Office had notified the County that new accounting standards require the listing of the liability of accrued pension funds on the annual financial statement under GASB Statement number 68. They recommended revising the completed financial statement for year end June 30, 2015 and this has been accomplished. The Revised Financial Statement for Hampshire County FY ending 6/30/2015 was presented and explained by Deputy Clerk Lillian Largent. Commissioner Hott moved to approve the revised financial statement as presented and Commissioner Parker seconded the motion. The motion passed, the Commissioners signed the financial statement and their signatures were attested by the Clerk.

Commissioner Hott asked the Commission to consider an appointment to the Health Department to replace Mr. Todd Gross who has stepped down from the Board. The Commissioners agreed to consider a new appointment and Commissioner Hott moved to approve Mr. Mike Crouse to fill the seat on the Board of Health recently vacated by Todd Gross. Commissioner Parker seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved to authorize payment of the invoices as presented. Commissioner Hott seconded the motion and the motion passed.

Commissioner Parker moved to adjourn the meeting and Commissioner Hott seconded the motion. President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, January 12, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend Gary Smith of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on January 4, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker stated that he had attended a meeting of the joint Advisory Boards for Hampshire and WAR Memorial Hospitals, which ran long and prevented his attendance at the Central Hampshire Public Service District meeting. Most months he is able to attend both.

Commissioners Hott and Parker both stated that they had fielded a few phone calls and would soon be back in their regular meeting schedules.

Since the time for the first scheduled appointment had not arrived the President decided to proceed with unscheduled, routine business.

The Clerk presented the Assessor's Valuation budget which required no action.

The Clerk presented a request to increase the hourly pay rate of the recently hired cleaning staff as they had completed the probationary period and demonstrated consistent willingness to do the job well with no complaints. Mr. McBride reported that the new crew has also reduced the cost of cleaning materials. Commissioner Hott moved to approve a \$1/hour pay increase for Misty Duling and Jackie Zirk. Commissioner Parker seconded the motion and the motion passed.

The Clerk presented a letter from the Sheriff stating that Chief Deputy Nathan Sions of the Hampshire County Sheriff's Department has completed eight years of service with the Department and is qualified for a salary increase under the WV Civil Service Code for Deputy Sheriffs. Commissioner Hott moved to approve the recommended pay raise for Chief Deputy Sions. Commissioner Parker seconded the motion and the motion passed.

The Clerk presented a second letter from the Sheriff stating that Corporal Stuart Davis of the Hampshire County Sheriff's Department has completed eight years of service with the Department and is qualified for a salary increase under the WV Civil Service Code for Deputy Sheriffs. Commissioner Parker moved to approve the recommended pay raise for Corporal Davis. Commissioner Hott seconded the motion and the motion passed.

The annual renewal of the memorandum of understanding (m.o.u.) between the Commission and the Region VIII Solid Waste Authority with regard to use of the Woodchuck Wood Chipper was presented. Commissioner Parker moved to authorize the President to sign the m. o. u. and Commissioner Hott seconded the motion. The motion passed.

Norma Wagoner, County Assessor, prepared and sent tax exonerations for consideration and approval. Commissioner Hott made a motion to approve the exonerations as presented. Commissioner Parker seconded the motion and the motion passed.

Compliance Officer Charlie Baker presented a grant contract from the Division of Culture and History for the Hampshire County Historical Landmark Commission to conduct a survey with the objective to document the locations of old burial sites, (mostly family graveyards). The grant total of the grant is \$10,000, requiring a \$2,500 match from the Commission to yield a maximum of \$7,500 in grant funding for the project. Commissioner Parker moved to approve the grant contract and the \$2,500 match requirement from the Commission. Commissioner Hott seconded the motion and the motion passed.

Assessor Norma Wagoner asked the Commission to consider to extend the Board of Equalization and Review meeting dates to include February 22, 2016. Commissioner Hott moved to approve the addition of February 22 to the dates of the meetings, and Commissioner Parker seconded the motion. The motion passed.

The Commission was again ahead of schedule and the Clerk presented a request from Sheriff Alkire regarding payment for a computer purchased to operate the camera system in the Judicial Center. The Sheriff pointed out that while something of this nature would normally be paid from the Courthouse security line item in the budget, he asked that it be allocated from the Other Buildings line. Commissioner Hott moved to authorize the payment from Other Buildings as requested by the Sheriff. Commissioner Parker seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved to authorize payment of the invoices as presented. Commissioner Parker seconded the motion and the motion passed.

EMS Director Malcolm was spokesman for several elected officials and department heads who presented a draft of an advertisement for the position of grant writer for the County. Assessor Norma Wagoner, Health Department Administrator Stephanie Shoemaker, and Clerk Eric Strite were in attendance in support of the proposed position which was discussed during the December 15, 2015 meeting. The Commission wanted to make sure that several items were addressed in the ad, including a probationary period, the right to reject any and/or all candidates, training and educational levels that may be required. Mr. Malcolm agreed that these matters would be addressed between the employee manual and the advertisement process. Commissioner Hott moved to authorize the Emergency Management Director to advertise for a grant writer as long as the items previously discussed were addressed. Commissioner Parker seconded the motion and the motion passed.

Commissioner Parker updated the Commissioners on his progress in obtaining permission from the adjoining landowners in regard to widening the entry easement to the property in Augusta. The entry road will require a significant amount of fill, likely making the base wider than the prescribed 40 foot right of way.

Representatives of Personal Recovery Solutions had contacted the Clerk and stated that they had not received the responses that they had expected from potential contractors for the mechanical systems and requested to postpone their appointment to a later meeting.

All scheduled business having been addressed, Commissioner Parker moved to adjourn the meeting and Commissioner Hott seconded the motion. President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, January 26, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on January 12, 2016 were presented. Commissioner Parker moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Slonaker reported that he had attended a meeting of the Hampshire County Health Department Board where there was discussion regarding regionalization of the current county level organization. President Slonaker also reported that he had attended a meeting of the Valley Health Foundation which is promoting healthy lifestyles for high school students through activities at the Wellness Center.

Commissioner Hott continued the discussion of the possible restructuring of the Health Departments and suggested a letter be sent to the Legislative Delegates expressing opposition to the loss of local control. Commissioner Hott reported on a meeting of the Infrastructure Committee and a meeting of the Committee on Aging.

Commissioner Parker reported that he had also attended the Infrastructure Committee meeting with Commissioner Hott. Commissioner Parker also had meetings with the Planning Commission, the Region VIII Solid Waste Authority and the Parks and Recreation Committee and he gave updates on the activities of each board.

Clerk Strite presented a draft of the EMS special levy order which had been prepared by the EMS Advisory Committee and explained that the ballot printer needs to have the general format soon. The Advisory Committee was waiting for 2016 valuations from the Assessor before completing the levy order and had not included the language that is to appear on the ballot. Commissioner Hott moved to authorize the Clerk to submit the order to the printer in a format to be determined. Commissioner Parker seconded the motion and the motion passed.

Cary Ours, Director of the South Branch Valley Day Report Center (SBVDRC), came to request the Commission to consider increasing the match commitment for the Department of Justice Grant. The Commissioners requested additional financial information for the DRC, before making a decision regarding the match funding level. Ms. Ours agreed to get that information to the Commissioners and return to the next meeting.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Hott made a motion to approve the exonerations as presented. Commissioner Parker seconded the motion and the motion passed.

Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Several items of old business were discussed beginning with an update on the recycling site development and plans.

The old hospital building was discussed.

President Slonaker stated that he had contacted Mark Glen regarding the secondary water source analysis that was presented last summer. Mr. Slonaker stated that he asked Mr. Glen to look into the possibility of drilling water wells on the Augusta property, which is owned by the Commission rather than starting at North River and plumbing everything back to Augusta. Building the system to the east could be approached at a later time.

With the Legislature in session, the Commission agreed to contact delegates in opposition to an expansion of the Homestead Exemption. The clerk will develop a letter.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented and Commissioner Hott seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned.

A regular meeting of the Hampshire County Commission was held on Tuesday, July 12, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on June 28, 2016 were presented. Commissioner Robert Hott moved to approve the minutes as presented. Commissioner David Parker seconded the motion and the motion passed.

President Slonaker reported that he had attended a meeting of the Central Hampshire Public Service District Board.

Commissioner Hott reported that he had participated in two meetings with the EMS Advisory Committee as they have developed an ordinance document for presentation later in this meeting.

Commissioner Parker reported that he had no appointed committee meetings, but he did meet with the Department of Highways and should have an entrance permit for the Augusta property later this week.

Assessor Wagoner presented exonerations which were questioned and not approved at the last meeting. Commissioner Hott moved to approve the exonerations for the former Concord property and the Garber property. Commissioner Parker seconded the motion and the motion passed.

Assessor Wagoner presented the other exonerations for consideration and approval and Commissioner Parker moved to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The West Virginia Department of Environmental Protection – Division of Air Quality, requires the incinerator operated by the Animal Control Department to obtain an annual permit. The Clerk presented the 2016 Application for Certificate to Operate. Commissioner Hott moved to authorize the President to sign the application for submission. Commissioner Parker seconded the motion and the motion passed.

The Clerk presented the annual pledge agreements with the Bank of Romney and FNB Bank certifying the bonding levels which secure the Commission's deposits in each institution. Commissioner Hott moved to approve the pledge agreements and authorize the President to sign as needed. Commissioner Parker seconded the motion and the motion passed.

The Clerk presented a letter from the Solid Waste Authority (SWA) requesting that Mr. Patrick Brady be reappointed to represent Hampshire County on the Region VIII SWA. Commissioner Parker moved to reappoint Patrick Brady to the Region VIII SWA and stated that Mr. Brady makes sure he is informed on topics and issues and is a good Board member. Commissioner Hott seconded the motion and the motion passed.

The Clerk presented the audit engagement letter authorizing the West Virginia State Auditor's Office to perform an audit of Hampshire County's fiscal year ended June 30, 2015. Commissioner Parker moved to authorize the President to sign the engagement letter and Commissioner Hott seconded the motion. The motion passed.

A sheep damage claim was presented along with pictures and a report by an Animal Control deputy. The claim was discussed but, not being on the agenda no action was taken. The Commissioners were of the opinion that the WV Department of Agriculture may be a more appropriate source of relief for a sheep producer since those funds are now sent to that agency.

Charlene Gilliam, Manager External Affairs, for FirstEnergy WV, presented a semi-annual report on electrical service improvement and maintenance projects to which FirstEnergy has committed in Hampshire County. Potomac Edison is the subsidiary of FirstEnergy which serves Hampshire County.

The Hardy County Commission had sent a letter requesting Hampshire County to contribute to a communications tower upgrade. This tower was initially to have been located in Hampshire County, but had to be relocated to a Hardy County owned site in Dove Hollow off Sauerkraut Road. Hardy County Emergency Manager Paul Lewis with Brian Malcolm and Jerry Loudin came to discuss this with the Commissioners. The request was for Hampshire County to contribute \$30,000 for a generator on the site since we will have equipment on the tower serving the Rio and the Wardensville area. Future maintenance costs will be borne by Hardy

County. Commissioner Hott moved to approve the contribution of \$30,000 to the Hardy County project, contingent upon a memorandum of understanding (MOU) satisfactory to both Counties. Commissioner Parker seconded the motion and added in discussion that this serves a growth area in both Counties. The motion passed.

Emergency Manager Brian Malcolm requested the Commission to purchase a 2001 Freightliner emergency, utility support vehicle being sold by a department in a neighboring county. Mr. Malcolm reported that despite the age, the vehicle has very low mileage and is an excellent value at the asking price of \$12,500, (less than the bid requirements under law). Commissioner Parker moved to approve the purchase of the 2001 Freightliner emergency vehicle for \$12,500, utilizing funds from the retained earnings of the General Fund. Commissioner Hott seconded the motion and a comment was made in discussion that a building will be needed for housing some of the County's better vehicles. The motion passed.

The EMS Advisory Board represented by Emergency Management Director Brian Malcolm, E911 Operations Manager Jerry Loudin and Mr. Mahlon "Bud" Eyer of the Levels Volunteer Fire Department, presented the draft of the Hampshire County Ambulance Service Ordinance. The Ordinance draft was reviewed and discussed and all parties agreed that it would be a good idea to have the document reviewed by the County Attorney and other staff attorneys available to the County through the Association of Counties and the Auditor's office. The Commission stated that their goal was to support the volunteer system of rescue squads but not to mix paid personnel and volunteers. The Committee would like the Commission to act on the ordinance, one way or the other, as soon as feedback requested from the attorneys is considered.

Official revision (# 1) to the Coal Severance Fund (# 2) was prepared by Deputy Clerk Lillian Largent which merged the yearend balance into the new fiscal year budget. Commissioner Hott moved to approve the Official Budget revision to the Coal Severance Fund and Commissioner Parker seconded the motion. The motion passed.

County Clerk Eric Strite presented the West Virginia Community Corrections grant acceptance documents which support the South Branch Valley Day Report program. Commissioner Hott moved to authorize the President to sign the resolution and other acceptance forms for the grant. Commissioner Parker seconded the motion and the motion passed. The Commissioners also signed a statement agreeing that they continue to maintain the Equal Employment Opportunity Plan and practices as stated in the Hampshire County Employee Handbook last revised December 8, 2008.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented, with the exception of the annual dues to the County Commissioner's Association for \$3,350. Commissioner Hott seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Parker seconded the motion, the motion passed and President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, July 26, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on July 12, 2016 were presented. Commissioner Parker moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Slonaker reported that he was unable to attend the Health Department meeting because of an emergency on the farm and the Hampshire Memorial Hospital Foundation Board meeting was postponed.

Commissioner Parker reported on a Parks and Recreation meeting where things are going well. The Commissioner attended meetings of the Region VIII Development Authority and Region VIII Solid Waste Authority (SWA) and participated in a conference call with the County Commissioners Association regarding measures some counties are taking to manage their regional jail bills.

Commissioner Hott reported that he had attended a Committee on Aging meeting and the County Commission may have an opportunity to help them increase funding through grants. This is on the agenda to be discussed later in this meeting. The Commissioner also attended meetings of the Development Authority and the EMS Advisory Committee.

Assessor Norma Wagoner was scheduled to speak to the Commission regarding a tract of land that has a disputed title resulting in unclear ownership. Ms. Wagoner has been named as a party to a court proceeding and she stated that she intended to request authorization to retain counsel for this process. Prosecutor Dan James requested to speak and indicated that he had a very recent conversation with attorney Royce Saville, who is representing one of the parties. Mr. James feels that there may be an opportunity for a settlement to be negotiated and requested to have thirty days to work on this. Ms. Wagoner and the Commissioners agreed that this may be the preferred course and Mr. James excused himself and left.

Ms. Wagoner had done some research regarding the fair market rental value of the Romney Senior Center Building which is owned by the Commission. The Commission on Aging makes an annual request for the Commission to assign a rental value even though no rent is charged by the Commission. The Committee on Aging uses the assigned value as "payment in kind" income for matching funds in grant applications. The value which has been used for some time has been \$5,000 per year. Ms. Wagoner's research indicated that a more realistic, current fair market rental value would be \$31,200 based on a 5200 square foot building at a conservative value of \$6 per square foot. Commissioner Parker moved to set the rental value of the building, (for payment in kind purposes), at \$31,200. Commissioner Hott seconded the motion and the motion passed.

Jerry Loudin, Brian Malcolm, Mahlon "Bud" Eyler and January Dillinger of the Hampshire County EMS Committee presented the Emergency Ambulance Service Fee Ordinance for discussion and consideration. President Slonaker and Commissioner Parker both expressed reservations and concerns with the ordinance. The discussion continued for some time until Commissioner Hott moved that the Commission authorize the Clerk to advertise that a public hearing will be held during the Commission meeting of August 23, 2016, after which the Commission will vote to approve or deny the ordinance which has been presented. Commissioner Parker seconded the motion and the motion passed. The point was made that WV Code §7-15-17, which authorizes adoption and implementation of an ambulance service fee ordinance, does not require a public hearing. President Slonaker offered members of the public an opportunity to speak and Terry Craver and Bruce Nicholson expressed appreciation for the public hearing and restated the need for more rescue squad volunteers.

Emergency Management Officer Brian Malcolm and Grant Manager Erin Jones, presented three grant applications which are being made under the West Virginia Homeland Security Grant Program. The first grant application is in the amount of \$72,000 to obtain encrypted digital radios for the Sheriff's Department. The second is for \$6,700 for school security equipment to be used in Springfield and John Cornwell Elementary Schools. The third grant application is for \$10,000 to obtain hazardous materials safety equipment for law enforcement officers in Hampshire and Mineral Counties when dealing with hazmat incidents

including meth labs. There is no County match required with these grants. Commissioner Hott moved to authorize the President to sign the grant applications and Commissioner Parker seconded the motion. The motion passed.

Brian Malcolm and Jerry Loudin of the Hampshire County Fire Association came to present the Excess Fire Levy call to be placed on the ballot for the General Election to be held on November 8, 2016. The current Excess Fire Levy will expire on June 30, 2017 and a new Fire Levy will need to be in place to continue the support for the volunteer fire departments. Mr. Ora Ash, Deputy State Auditor in the Local Government Services Division of the West Virginia State Auditor's Office, reviewed the document and stated that the numbers were presented correctly in the levy call but recommended more concise language regarding use of the funds by the Fire Association in paragraph #3. The language was reviewed and revised to reflect this correction. Commissioner Hott moved that the levy order for the Excess Fire Levy be approved to be placed on the ballot of the General Election with the language in paragraph #3 specifying that the Fire Association will use the funds for operating expenses and to provide fire training for the County's fire fighters. Commissioner Parker seconded the motion and the motion passed.

Clerk Strite asked the Commission to consider appointing County Surveyor Rick Moreland to act as Project Manager for the entry road to the Augusta property. Grant funds have been obtained to set up the recycling site on this property, but this must be completed during the grant timeline. Commissioner Parker moved to employ Mr. Moreland on an hourly, contracted basis. Commissioner Hott seconded the motion and the motion passed.

Deputy Clerk Lillian Largent with Deputy Clerk Ericka Twigg presented information regarding the reconciliation of the end of fiscal year 2015-2016 and the beginning of fiscal year 2016-17. Hampshire County Government operations ended the fiscal year with \$681,704 as a General Fund balance excess. This will be transferred to the 2016-17 budget of operations by Official Budget Revision #1. Commissioner Hott moved to approve Official Budget Revision #1 to the General Fund. Commissioner Parker seconded the motion and the motion passed.

The Sheriff's Settlement FYE June 30, 2016 was presented for approval. Commissioner Parker made a motion to approve the settlement, Commissioner Hott seconded the motion and the motion passed.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Parker made a motion to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Ms. Salli Martin, Auditor with the West Virginia State Auditor's Office, Chief Inspector Division, requested the Commission to approve and sign several letters regarding the audit of fiscal year 2014-2015, which is currently underway. Commissioner Parker moved to authorize the Commission President to sign the letters requested by Ms. Martin. Commissioner Hott seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned at 11:28 am.

A regular meeting of the Hampshire County Commission was held on Tuesday, June 14, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on May 24, 2016 were presented along with the minutes of the Special Meeting held May 26, 2016. Commissioner Hott moved to approve the minutes of both meetings as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker reported that he had attended meetings of the Board of Health and the Hospital Board of Trustees. He had also been able to set in on a portion of an EMS Committee meeting which fell on the same night as a regularly scheduled meeting. The President also reported that he had attended a Central Hampshire Public Service District meeting at which Eileen Johnson of the Development Authority had spoken.

Commissioner Hott reported that he had participated in two meetings with the EMS Committee as they work to develop plan that will keep the expected fee in the same range as the levy would have been. The Commissioner also had several interactions with Frontier on behalf of county citizens regarding quality of service.

Commissioner Parker reported on a Potomac Valley Transit Authority meeting and stated that the PVTA may be looking for a site in Hampshire County for a bus park.

The Commission spent a little time discussing plans for the upcoming Outstanding Hampshire County Citizen Awards program to be held on the 4th of August.

Sheriff John Alkire and Captain John Eckerson discussed the function and importance of investigations in the Sheriff's office and in cooperation with neighboring law enforcement organizations. Sheriff Alkire asked the Commission to consider funding a third investigator in the Hampshire County Sheriff's Department. The Sheriff expects to be able to promote a deputy from within the department but will need to hire a replacement "road" deputy at a total cost of about \$60,000. It is not expected that a new vehicle will be needed. The Commission agreed by consensus that the Sheriff's request is likely needed and the Commission will consider how to fund the request and make the necessary budget revisions.

The EMS Committee scheduled an appointment but had no report at this time.

E911 Director Nathan Sions along with E911 Operations Manager Jerry Loudin presented information regarding needed upgrades to the 911 call processing equipment. The current system is antiquated and replacement parts are very expensive, when they can be found. Director Sions reported that a request for purchase (RFP) was run in the Hampshire Review and four bids were received. The lowest bid was from Gano Enterprises for \$216,683. Director Sions stated that the 911 fund has sufficient monies in CD's to pay \$116,000 but would need the Commission to extend \$100,000 which they will be able to repay over a four year period. Commissioner Parker moved to extend the funding request for the purchase of the new equipment and Commissioner Hott seconded the motion. The motion passed.

Rodney Matheny of the Potomac Eagle Scenic Railroad asked to speak to the Commission regarding problems that he has been having with the Railroad's contracted trash hauler. The Commissioners suggested that he make contact with the WV Public Service Commission who regulates trash haulers.

Clerk Eric Strite presented the minutes of the Board of Canvas for the Commissioners signatures. These are permanently recorded in the Election Book in the Clerk's office.

Norma Wagoner, County Assessor, prepared and sent a single tax exoneration for consideration and approval. Commissioner Hott made a motion to approve the exoneration as presented. Commissioner Parker seconded the motion and the motion passed.

Assessor Wagoner sent the signature pages of the 2016-17 Real Estate and Personal Property Tax Books for signature by the Commissioners. Signatures were affixed.

The Treasurer's office requested approval of the Hampshire County May Delinquent List for Tax Year 2015 as of May 1, 2016. Commissioner Robert Hott moved to approve the May Delinquent Tax List and Commissioner Parker seconded the motion. The motion passed.

A letter was presented from the Potomac Valley Transit Authority requesting the Commission to reappoint David Parker to another three year term on the PVTA Board. Commissioner Parker agreed to continue serving on this Board. Commissioner Hott moved to

approve the reappointment of David R. Parker to the PVTA Board as requested. President Slonaker seconded the motion and both Commissioner Hott and President Slonaker voted in the affirmative. Commissioner Parker did not vote.

A letter was presented from the Hampshire County Convention and Visitor's Bureau requesting to use the official Hampshire County Seal on promotional maps that they are preparing for distribution. Commissioner Hott moved to authorize the HCCVB to use the County Seal on the map they are preparing promoting Hampshire County. Commissioner Parker seconded the motion and the motion passed.

Maintenance Supervisor Kenny McBride asked the Clerk to present a request to have the floors at the Health Department stripped and waxed. An estimate had been submitted in the amount of \$1500 by Mark Hanlin to strip off the old wax and wear marks, followed by a seal of the clean floor to maintain the tile, then three coats of wax and a burn buffing. The bidder agrees to supply all products and tools needed for the job. Commissioner Parker moved to approve the \$1500 bid to strip and wax the floors at the Health Department. Commissioner Hott seconded the motion and the motion passed.

Line item or in house budget revisions were presented for the Assessor and Animal Control to shift funds within the approved budget with no additional funds requested. The Assessor asked to move \$2,000 from #406-230 (Contractual Services) to #406-341 (Supplies & Material) and Animal Control requested to move \$2,000 from #716-341 (Supplies) and \$2,000 from #716-343 (Auto Supplies) to #716-103 (Salaries). Commissioner Parker moved to approve transfers within the approved budgets as requested and Commissioner Hott seconded the motion. The motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented and Commissioner Hott seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Parker seconded the motion, the motion passed and President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, June 28, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

President Slonaker commented on the flooding that occurred in several southern counties of West Virginia late last week, expressing sympathy and support for those effected. He went on to commend the spontaneous relief efforts underway in Hampshire County, saying "When things get tough, Hampshire County steps up".

The minutes of the Commission meeting held on June 14, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker reported that most of his meetings occur earlier in the month and he had little official business to report.

Commissioner Parker reported on a Region VIII Development Authority meeting as well as meetings of the Planning Commission and the Parks and Recreation Board.

Commissioner Hott reported that the EMS Advisory Committee is still working on a fee structure for presentation to the Commission at an upcoming meeting. Commissioner Hott also reported on meetings of the Development Authority, the Committee on Aging and the Work Force Development Committee, (Region VII).

The Treasurer sent two CD renewal certificates for signature by the President, Sheriff and Clerk.

The Clerk presented a letter for circulation, from the Hardy County Commission regarding a new emergency communications tower. The topic is to be discussed later.

Stephanie Shoemaker, Director of the Hampshire County Health Department and Col David Gee of the Hampshire County Animal Control presented a rabid animal protocol which has been developed jointly between the two departments.

The topic of the request from Hardy County in regard to financial assistance on a new emergency communications tower was briefly discussed until Commissioner Parker moved to table the agenda item until the next meeting. Commissioner Hott seconded the motion and the motion passed.

Norma Wagoner, County Assessor, prepared and sent the last tax exoneration of tax year 2015 for consideration and approval. Commissioner Hott made a motion to approve the exoneration as presented. Commissioner Parker seconded the motion and the motion passed.

Assessor Wagoner sent several tax exonerations for tax year 2016 for consideration and approval. The Commissioners had some questions regarding two of these. Commissioner Hott made a motion to approve the exonerations, to begin July 1, 2016, with the exceptions of tax tickets 301306 and 7533. Commissioner Parker seconded the motion and the motion passed.

Clerk Eric Strite presented a contract renewal with Global Science and Technology (GST) for computer networking services. GST has provided trouble shooting, repair and installation services for the Clerk's office at a rate of \$530 per month. The new contract will expand service to the Prosecutor's and Circuit Clerk's offices for \$700 per month. Commissioner Hott moved to authorize the President to sign the contract with GST and Commissioner Parker seconded the motion. The motion passed.

Compliance Officer Charlie Baker presented several matters on behalf of the Planning Commission.

The building inspection contract was due for renewal and the Planning Commission recommended renewal with the current contractor since they are offering to continue to provide inspection services at the same fee schedule. Representatives Bob McDonald and Steve Hite of Middle Department Inspection Agency (MDIA) were in attendance with Mr. Baker. Commissioner Hott moved to authorize the President to sign the contract renewal with MDIA on the recommendation of the Planning Commission. Commissioner Parker seconded the motion and the motion passed.

Compliance Officer Baker announced that a public hearing had been properly advertised for this time, in order to allow public input in regard to the adoption of the new and revised WV State Building Codes. There were no members of the public in attendance, besides two members of the press, and no public comment was offered. Mr. Baker reported that there

have been two educational meetings in regard to the Code revision with over twenty contractors in attendance. Commissioner Hott moved to adopt the revisions to the State Building Code to be effective August 1, 2016. Commissioner Parker seconded the motion and the motion passed.

The Planning Commission carefully considered and received public input during official public hearings regarding the camping and mass gatherings aspect of the Subdivision Ordinance. This process resulted in an amendment to the Hampshire County Subdivision and Land Development Ordinance which was approved by the Planning Commission for adoption by the Commission to be effective July 1, 2016. The Commissioners stated that they all agree that they prefer less restrictions and regulation, but public safety and liability to the County must be considered and balanced. Commissioner Hott moved to approve and adopt the Amendment to the Hampshire County Subdivision and Land Development Ordinance effective July 1, 2016. Commissioner Parker seconded the motion and the motion passed.

Mr. Baker stated that the Historic Landmarks Commission is interested in getting the Mt. Pisgah cemetery surveyed.

Commissioner Parker has been working to establish a heavy duty road into the Augusta property for access to the planned recycling site and the future animal control facility. County Surveyor Rick Moreland came to discuss options for road location as the original plan has not worked out. The Commission expressed interest in pursuing an alternative road location.

A future need for space was identified for the Farmland Preservation Executive Director. The Commission identified a space but decided to wait to confirm the need.

Clerk Eric Strite presented two recommended orders from Fiduciary Commissioner William Judy regarding denial of claims and recovery of losses suffered by an estate through the activities of an earlier personal representative. Commissioner Hott moved to approve the Fiduciary Commissioner orders in the Estates of Peggy Ann Bergdoll and Gary C. Eaton. Commissioner Parker seconded the motion and the motion passed.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Sheriff Alkire introduced Ms. Penny Buckley as a new Tax Deputy in the Treasurer's Office.

Captain John Eckerson discussed an upcoming grant application in order to inform the Commission and the public of the Sheriff's Department's plan to apply for this grant and use the proceeds to acquire new equipment, specifically better range finders and a mil-spec metal detector. The Captain stated that this particular grant is an annual event and is normally used for equipment.

Sheriff John Alkire had been directed to return to this meeting in order for the Commission to complete approval of his request for a third investigator for the Sheriff's Department. The Sheriff stated that it will likely be September or October before he will be able to hire a new Deputy and promote a current deputy into the investigator role. Commissioner Hott moved to approve the Sheriff's request to hire another Deputy at a total cost of about \$60,000 and to make the necessary budget adjustment from the general fund in the 2016-2017 budget. Commissioner Parker seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Matt Stotler, Len McMaster, Rebecca Hott and Jason Hicks to the Hampshire County Development Authority for a three year term to commence on July 1, 2016 through June 30, 2019. Commissioner Parker seconded the motion and the motion passed.

Commissioner Hott moved to reappoint William Lipps to the Hampshire County Board of Health for a five year term to run from July 1, 2016 through June 30, 2021. Commissioner Parker seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Richard Wood to the Central Hampshire Public Service District for a new six year term to begin July 1, 2016 through June 30, 2022. Commissioner Parker seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Richard Gray, Brian Malcolm and Jason Dalrymple to a new four year term on the Hampshire County Farmland Protection Board to run

from July 1, 2016 through June 30, 2020. Commissioner Parker seconded the motion and the motion passed.

Commissioner Parker moved to reappoint Jean Shoemaker, Jane McBride and Wendell Moreland to a new three year term on the Hampshire County Historic Landmarks Commission. Mr. Moreland's term expired in 2015 and since he should have been reappointed last year, his term will expire June 30, 2018. Shoemaker and McBride will begin their new term on July 1, 2016 and it will expire on June 30, 2019. Commissioner Hott seconded the motion and the motion passed.

Commissioner Parker moved to reappoint John Hicks and Matthew Hott and to appoint Gregory T. Ladd to a new term on the Hampshire County Planning Board. This will be a three year term beginning July 1, 2016 and ending June 30, 2019. Commissioner Hott seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Brian Buckler, Chad Longo and Steven Oates to the Hampshire County Board of Appeals. Longo and Oates should have been reappointed in December of 2015 and Mr. Buckler's current term expires in December of 2016, so the term of Mr. Longo and Mr. Oates will expire December 2018 and Mr. Buckler's term will expire December 2019. Commissioner Parker seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Allen Hott to the Hampshire County Building Commission for a new term which will expire June 30, 2021. Commissioner Parker seconded the motion and the motion passed.

Commissioner Parker moved to reappoint Megan Fuller, Jim Alkire and Brian Brill to the Hampshire County Parks and Recreation Board for a new three year term which will expire June 30, 2019. Commissioner Hott seconded the motion and the motion passed.

Line item budget adjustments were submitted by department heads to finish the fiscal year. Commissioner Hott moved to approve a transfer of \$500.00 for the Extension office from #216 (maintenance and repairs) to #341 (materials and supplies), \$13.00 from line 404-220 (advertising) to 404-218 (postage) in the Treasurer's office and \$524 from 700-341 (supplies and materials) to 700-233 (investigations) in the Sheriff's budget.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented and Commissioner Hott seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Parker moved to adjourn. Commissioner Hott seconded the motion and the motion passed. President Slonaker declared the meeting adjourned

A meeting of the Hampshire County Commission was held on Tuesday, March 8, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend Gary Smith of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on February 22, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker stated that he had attended the Hampshire Memorial Hospital Board meeting, where he is temporarily serving as Chair. The Hospital continues to expand health care opportunities to the Hampshire County Community. The President also stated that he has been unable to attend the last several meetings of the Central Hampshire Public Service District because it is scheduled on the same evening as the Hospital Board.

Commissioner Hott reported that the only meeting that he had was the EMS Advisory Board meeting where discussion focused on scheduling community meetings to present information regarding the EMS levy on the upcoming ballot.

Commissioner Parker reported that he had represented the Commission at a meeting of the Potomac Valley Transit Authority, (PVTa), and had also attended other community meetings.

Clerk Eric Strite presented the minutes of the 2016 Board of Equalization and Review proceedings and the resulting orders to the Assessor. Commissioner Robert Hott moved to approve the minutes as presented and Commissioner David Parker seconded the motion. The motion passed.

The Clerk asked the Commission to consider a punctuation change to the EMS Levy order as recommended by the Ballot Commissioners, who suggested that an underscore in the approved order would be misleading to voters. Commissioner Hott moved that the underscore be removed with no other change to the order as approved on February 22, 2016. Commissioner Parker seconded the motion and the motion passed.

The Clerk presented a contract with the West Virginia Division of Culture and History for the Records Management and Preservation Grant for the County Clerk's Office. Commissioner Parker moved to authorize the President to sign the document and Commissioner Hott seconded the motion. The motion passed.

Mr. J. Douglas Carter, General Manager of the Potomac Valley Transit Authority, (PVTa), came to present the annual operating report for the PVTa and to submit the request for Hampshire County to budget \$5,000 to be used as local matching funds. This amount is unchanged from previous years. The Commission will address this in the budget process.

Norma Wagoner, County Assessor, prepared and sent tax exonerations for consideration and approval. Commissioner Hott made a motion to approve the exonerations as presented. Commissioner Parker seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved to authorize payment of the invoices as presented. Commissioner Parker seconded the motion and the motion passed.

Sheriff Alkire sent letters notifying the Commission of service anniversaries for four Deputies. Captain John Eckerson has completed 29 years of service, Sargent Jamie Carter has completed 12 years, Deputy First Class Dave Feather has completed 12 years and Deputy II Phoebe Leber has completed 2 years of service in the Hampshire County Sheriff's Department. Each of these Deputies are entitled to an increase in their pay under the West Virginia Deputies Civil Service pay structure. Commissioner Hott moved that pay increases for Captain John Eckerson, Sargent Jamie Carter, and Deputies Dave Feather and Phoebe Leber should be approved. Commissioner Parker seconded the motion and the motion passed.

Sheriff Alkire also sent a letter stating he would like to replace cleaning services provided by Cabin Keepers, in the Capon Bridge office, by adding the cleaning responsibilities to part-time Treasurer's office employee, Sandra Frey. Ms. Frey has agreed to the additional duties and would receive an additional \$2/hour while still maintaining a 20 hour work week. Commissioner Hott moved to approve the Sheriff's request and Commissioner Parker seconded the motion. The motion passed.

The County Commission began work on Hampshire County's FY 2016-2017 Levy Estimate by reviewing the expenditure projections and requests of each Department Head as it pertained to their areas of responsibility. WV's Uniform Chart of Accounts establishes the expenditure accounts by number.

OEM Director Brian Malcolm presented the budget request for #711.

Sheriff John Alkire presented the budget requests for # 404, 701, 980, and 700.

Assessor Norma Wagoner presented budget requests for #406 and 407.

Circuit Clerk Sonja Embrey presented the budget request for #403.

GIS Manager Aaron Cox presented the budget request for \$433.

The Planning Commission's budget request #439 was reviewed as presented, having been signed by Planning Commission President Sandra Hunt.

Commissioner Hott moved to take a short recess at 11:13 am and Commissioner Parker seconded the motion. The motion passed and the meeting stood in recess until 11:27, when President Slonaker reconvened the meeting.

Health Department Director Stephanie Shoemaker presented the request for #800.

Commissioner Hott move to recess for lunch until 1 pm and Commissioner Parker seconded the motion. The motion passed and the President declared the meeting in recess.

President Slonaker declared the Commission meeting back in session at 1 pm.

Greg Rinker, President of the Parks and Recreation Board presented the expenditure request for account # 900.

Mr. Rinker asked the Commission if the Maintenance Crew could be tasked with assisting with the set up for the Bluegrass Festival again this year. They will be needed about a half day on Thursday and all day Friday, June 23 and 24, before the Festival on the 25th of June. The Commissioners agreed to the request by consensus, as this has worked well in the past.

Prosecuting Attorney Daniel James introduced new Assistant Prosecutor Justina Helmick. Mr. James then presented the request for #405.

Eileen Johnson, Executive Director of the Development Authority presented a funding resolution which is needed for operation of the Development Authority and requested that funding for #431 be continued at \$100,000.

Clerk Strite presented the requests for #402 and #413 (Elections).

The Commission instructed the Deputy Clerk to prepare the levy estimate based on a levy rate of 14.30%, with the intension of replenishing the rainy day fund. The Commissioners also wished to see if the budget could support a \$100 / month raise for employees, but rejected several requests for higher raises within specific departments. Other specific funding requests were discussed for future action.

All scheduled business having been addressed, Commissioner Parker moved to adjourn the meeting and Commissioner Hott seconded the motion. President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, March 22, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on March 8, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker reported that he had attended a Farmland Preservation Board meeting and will have a Board of Appeals meeting tomorrow evening.

Commissioner Parker reported that he had attended meetings of the Parks and Recreation Committee and the Planning Commission and he gave updates on the activities of each board. He had also attended a meeting of the Region VIII Development Authority and a meeting of the Police Resource Officer (PRO) Committee.

Commissioner Hott reported that he had attended meetings of the Committee on Aging and the EMS Advisory Committee. He had also been part of the Development Authority meeting, regarding which, Executive Director Johnson will appear later in this meeting. The South Brand Valley Day Report Board did not have a quorum.

President Slonaker asked the Commission to consider having the Citizen Recognition Awards Presentation later in the summer and to consider pursuing the location of the secondary water source for the Public Service District on the Commission's Augusta property. The Commissioners all agreed these would both be good topics for further consideration.

Commissioner Parker reported that Frontier has begun the installation of new line on Jersey Mountain to improve telephone and internet connectivity. Mr. Parker stated that the engineers he had spoken to reported that Augusta to Rio will receive the next upgrade.

Mary Long, representing the Family Crisis Center, presented a report on the activities of the Crisis Center and submitted a request for support in the amount of \$5,000 for FY 2016-2017. Ms. Long pointed out that April is Child Abuse Awareness month and requested the use of the front porch of the Judicial Center for a small ceremony. Ms. Long will let us know the date and the Commissioners were agreeable to the request. No action was taken in regard to the funding request.

The Clerk presented a Resolution of Participation for the West Virginia Certified Development Community (CDC) Program and a funding resolution for the Development Authority in the amount of \$100,000. These were brought to the last meeting but no action was taken at that time. Commissioner Hott moved to authorize the President to sign both resolutions and Commissioner Parker seconded the motion. The motion passed.

Ms. Eileen Johnson, Executive Director of the Development Authority, presented information regarding an evaluation by Thrasher Engineering, of the repairs needed on the sewage treatment facility in the Capon Bridge Industrial Park. Several options were discussed with varying levels of cost, but the Commission agreed to consider the possibility of providing a "bridge" loan at some point in the future so that the Development Authority can begin the repairs, then obtain grant funding for the project.

The Commissioners mentioned the Citizen Recognition event and Ms. Johnson agreed to help organize that again. A tentative date was set for the Thursday before the Peach Festival festivities begin and the Commissioners are to begin consideration of nominees.

Compliance Officer Charlie Baker presented a grant contract with the Archaeological Consultants of the Midwest, Inc. The consultants will work to help the Hampshire County Historic Landmarks Commission to conduct a survey of the locations of the many cemetery and burial sites throughout the County. Commissioner Parker moved to allow the President to sign the contract documents between the Hampshire County Commission and Archaeological Consultants of the Midwest to survey the public and private burial sites in the County. Commissioner Hott seconded the motion and the motion passed.

Director of Emergency Services Brian Malcolm introduced Ms. Erin Jones who was the candidate selected by the interview committee for the new position of Hampshire County Grant Writer. Ms. Jones has worked for the County for over 10 years as an E-911 Dispatcher and will begin her new duties as soon as a replacement can be hired for her current position.

The list of poll workers was presented as nominated by the Executive Committees of the Republican and Democratic Parties. The Commissioners reviewed those nominated and Commissioner Hott moved to approve the nominations as presented by the Executive Committees. Commissioner Parker seconded the motion and the motion passed.

Deputy Clerk Lillian Largent, accompanied by Deputy Clerk Ericka Twigg, presented the Levy Estimate and Budget Document as instructed by the Commission at their last meeting. The Clerk reminded the Commissioners that they will not be able to lay the levy until after the results of the Election are certified due to the pending EMS levy on the ballot. Commissioner Hott moved to approve the 2016-2017 levy Estimate and Budget Document as presented and Commissioner Parker seconded the motion. The motion passed.

Norma Wagoner, County Assessor, prepared and sent a single tax exoneration for consideration and approval. Commissioner Parker made a motion to approve the exoneration as presented. Commissioner Hott seconded the motion and the motion passed.

Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Deputy Clerk Largent had prepared Official Budget Revision # 5 for the General Fund # 1. Commissioner Hott moved to approve Official Budget Revision # 5 to the General Budget as presented and Commissioner Parker seconded the motion. The motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned.

A regular meeting of the Hampshire County Commission was held on Tuesday, May 3, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on April 19, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker reported that he had participated in the informational meetings regarding the EMS Levy at the Courthouse and Capon Bridge. The President commended the Committee and Commissioner Hott on their efforts to inform the public on the purpose and intent of the levy. President Slonaker also attended the dedication of the Romney Sewer Plant with Commissioner Parker.

Commissioner Hott reported that he had attended the Region VIII Solid Waste Authority meeting and seminar for Commissioner Parker. Commissioner Hott has been active in attending the EMS Advisory Board educational efforts, where they have made presentations to all the Ruritan clubs and both Senior Centers plus other educational meetings.

Commissioner Parker reported that he had attended a recent meeting of the West Virginia Farm Bureau and several local events. Commissioner Parker also reported that he had met with Mr. Lee and Mr. Tutwiler who own the land that lies adjacent to the planned entry to the property in Augusta and that they have an agreement regarding the right of way. He has asked a local attorney to prepare an easement.

Commissioner Hott remembered that he had also attended a meeting of the Committee on Aging and that he had received several phone calls regarding changes to the trash pickup protocols which may not have been communicated as effectively as needed.

Commissioner Slonaker suggested that the Commission consider names of individuals to be nominated for the Outstanding Hampshire County Citizen Awards to be presented later in the summer.

E 911 Director Sions sent a letter requesting final approval of personnel changes. Ms. January Dillinger has completed three years of service as a 911 Dispatcher and is due for a salary increase. Commissioner Hott moved that the Director's request be approved and Commissioner Parker seconded the motion. The motion passed.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Hott made a motion to approve the exonerations as presented. Commissioner Parker seconded the motion and the motion passed.

As a matter of old business, Mary Long of the Family Crisis Center had presented a request for funding at the March 22 meeting and the Commission had not taken an action on that request. Commissioner Parker moved to approve the request of \$5,000 for fiscal year 2016-17, noting that it is at the same level as previous years. Commissioner Hott seconded the motion and the motion passed.

The Departmental budget requests for Hampshire County's FY 2016-17 budget were presented as approved by the Commission in their meeting of March 22, 2016. The Commissioners signed the departmental requests as they were either presented or modified by the Commission in the meeting of March 8.

Deputy Clerk Largent had prepared Official Budget Revision # 6 for the General Fund # 1. Commissioner Hott moved to approve Official Budget Revision # 6 to the General Budget as presented and Commissioner Parker seconded the motion. The motion passed.

Commissioner Parker moved to take a short recess and Commissioner Hott seconded the motion. President Slonaker declared the meeting in recess.

The President declared the meeting back in session as Assessor Wagoner and Prosecutor James came to discuss a lawsuit brought by a taxpayer challenging a ruling by the State Tax Commission. Mr. James recommended that the Commission obtain council from a competent and experienced tax attorney. Mr. James is working to find someone he can recommend and will return with an estimate of cost at the next meeting.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Parker seconded the motion, the motion passed and the President declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, May 24, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on May 3, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker reported that he had attended a Central Hampshire Public Service District meeting and also a Hampshire Memorial Hospital Board Meeting.

Commissioner Hott reported that all three Commissioners had participated in the events surrounding the Primary Election, including the initial ballot tabulation, (which lasted into the next morning), and the canvas of the election, which required a day and a half to complete. The Commissioner expressed the need for revision to the process which allows write-in candidates to utilize resources without having the burden of paying a filing fee. He suggested the Commission could convey this message to the legislators. Commissioner Hott also attended meetings of the Development Authority and the EMS Advisory Committee.

Commissioner Parker reported on a Parks and Recreation Board meeting which was held at the old Capon Bridge school building, where several ideas were presented to better utilize the building to support that local community.

Commissioner Hott introduced Dr. Jeffrey Crook who is the Superintendent of Hampshire County Schools. Dr. Crook stated that the Board of Education needs to partner with the business community and stated that he has been impressed with the people of Hampshire County and looks forward to seeing this School District reach its potential. Commissioner Hott recommended approval of Dr. Crook to the Development Authority and Commissioner Parker seconded the nomination. The motion passed.

The certification of the Primary Election was initially scheduled for this time, but must wait for the 48 hour period after the last County approved their election results in State wide races. Certification will occur on Thursday morning when the Commission convenes to lay the Levy.

Personnel requests were sent by letter from the Prosecutor and Circuit Clerk regarding pay adjustments in their offices. Circuit Clerk Sonja Embrey notified the Commission that Heather Gunther resigned from the Circuit Clerk's office and has accepted a position in the Prosecutor's office. Ms. Embrey also requested that the Commission approve pay raises for Beverly Shanholtz and Jessica MacBeth in her office. The Commissioners noted that department heads may spend their budgeted funds as they see fit, but need to be mindful of the limitation of budgeted amounts. Commissioner Hott moved to approve the Circuit Clerk's request and Commissioner Parker seconded the motion. The motion passed.

Prosecutor Dan James requested approval of a pay increase for Janette Saville and the hiring of Heather Gunther as a full-time secretary at the same pay rate as Ms. Saville. Commissioner Hott moved to approve the Prosecutor's request and Commissioner Parker seconded the motion. The motion passed.

The Clerk notified the Commission that the Town of Capon Bridge has returned \$49,448.48 of the \$100,000 provided by the Commission for the recent water/sewer upgrade project. The Commission agreed these funds should be deposited in the Stabilization Fund.

Hampshire County Development Authority Executive Director Eileen Johnson presented a report on the Brownfields Assistance Community meeting including some possible uses envisioned by the participants of that meeting. Several opportunities for grants to assess the condition of the building are being explored through the Brownfields Assistance Center. The Commission agreed on a statement of support and encouraged Ms. Johnson and the Development Authority to move forward in efforts to pursue the development of the hospital site and to advertise its availability.

Ms. Johnson also spoke regarding the Infrastructure Committee and stated that attendance has been waning recently because there are no current projects underway. This committee was initially established to facilitate and coordinate water and sewer projects and while several of these have been accomplished, the need to develop connectivity and communication infrastructure may be a good place for this committee to focus. The

Commission suggested a survey of the involved Committees to gain insight as to future direction and composition of the Infrastructure Committee.

Patti Davis, Chair of the Building Commission and Sean Simon of Silling Architects, were present for the advertised opening of bids for the Courthouse repairs. Mr. Simon opened each of the four sealed bid packages received and verified that each bid included the required documentation. The high (base) bid was for \$492,490 and the low bid was submitted by Hite Roofing in the amount of \$272,000. The Architect will review all the information and write a contract, schedule a preconstruction meeting, finalize the agreement and expects work to commence in about four weeks.

The West Virginia Housing Development Fund notified the Commission that they may offer comments regarding the Sunrise Gardens multi-family residential project during a 60 day comment period. The Commission agreed to send a letter of support.

The annual permit renewal for the Animal Control Officer to handle controlled substances was presented and Commissioner Hott moved to authorize the President to sign the application. Commissioner Parker seconded the motion and the motion passed.

Personnel requests were sent as correspondence by the Sheriff and also E911 Director.

Commissioner Hott moved to approve the request from E 911 Director Nathan Sions for a pay increase for 911 Dispatcher Rachael Timbrook and to accept the resignation of Matthew Thomas as a full time Dispatcher, but allowing him to continue to work part-time for Hampshire County. Commissioner Parker seconded the motion and the motion passed.

Commissioner Parker moved to approve E 911 Director Nathan Sions request to hire two dispatchers, Skylar Kroschinsky to a full-time position and Mallory Synovec to a per-diem with benefits except sick, vacation and holiday leave. Commissioner Parker continued the motion to include a request from Sheriff Alkire to approve a pay raise for Deputy First Class Steven Haines who has completed five years of service. Commissioner Hott seconded this motion and the motion passed.

Kevin Manovich of Morgan Broadband, LLC and Ron Martin of Reliable Hosting Services asked to speak to the Commission regarding the use of the old hospital building. Mr. Manovich stated that since confidential business plans would be discussed, he would need the protection of executive session. Commissioner Parker moved that the Commission go into executive session under WV Code 6-9A-4 to protect business positions still under negotiation. Commissioner Hott seconded the motion and the motion passed at 10:30 am.

President Slonaker declared the meeting back in open session at 11:07am and stated that the discussion was of a contractual nature and that no decisions were made and no actions taken.

Compliance Officer Charlie Baker asked the Commission for approval to purchase a new Ford Escape utilizing funds from this current fiscal year and \$10,000 earmarked in next year's budget for this purchase. Commissioner Hott moved to authorize the Compliance Officer to purchase this vehicle with funds as described. Commissioner Parker seconded the motion and the motion passed.

Jerry Loudin, Brian Malcolm and Mahlon "Bud" Eyler of the Hampshire County EMS Committee came to discuss what to do after the EMS Levy failed. The Committee made a recommendation to the Commission that a fee for ambulance service be implemented with the goal of attempting to pass another levy in the 2018 Primary. After some discussion, Commissioner Hott moved to authorize the EMS Committee to pursue and develop a fee ordinance and bring it back to the Commission for consideration. Commissioner Parker seconded the motion and the motion passed.

Sheriff Alkire submitted requests for line item budget revisions for the Sheriff's office and also the Treasurer's office.

Commissioner Parker moved to approve moving \$828 from line 404-459 (capital outlay) to line 404-215 (maintenance and repair of equipment) for the Treasurer's office and \$2,944 from line 700-216 (maintenance and repair of equipment) to line 700-259 (capital outlay) in the Sheriff's office. Commissioner Hott seconded the motion and the motion passed.

Deputy Clerk Largent had prepared Official Budget Revision # 7 for the General Fund # 1. Commissioner Hott moved to approve Official Budget Revision # 7 to the General Budget as presented and Commissioner Parker seconded the motion. The motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Pasrker seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned.

A regular meeting of the Hampshire County Commission was held on Tuesday, October 11, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker, Commissioner David R. Parker and Commissioner Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on September 27, 2016 were presented. Commissioner David Parker moved to approve the minutes as presented. Commissioner Robert Hott seconded the motion and the motion passed.

President Slonaker, Commissioner Hott and Commissioner Parker reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission.

Assessor Wagoner prepared exonerations for consideration and approval. Commissioner Parker moved to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Clerk Strite presented a letter regarding a personnel matter from Sheriff John Alkire, stating that Trevor J. Eckerson has been hired as a Deputy Sheriff and that his career was to commence on September 26, 2016. Deputy Eckerson was introduced to the Commission at the last meeting by Chief Deputy Sions.

The Clerk asked the Commission how they would like to respond to a letter from Senator Blair requesting feedback from them in regard to Senate Bill 648, authorizing the Commission to permit traffic lights to flash during low traffic times. The Commission directed the Clerk to respond that they have not determined a need to modify the traffic patterns that have been established by the Department of Highways and law enforcement.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Parker moved the invoices be paid as presented. Commissioner Hott seconded the motion. The motion passed.

A Request for Bid (RFB) had been advertised as required, as a Class II Legal ad, in regard to construction of a chain link fence at the planned recycling site on the Commission's property in Augusta. The advertised deadline for delivery of sealed bids was Friday, October 7, by 4 pm. One sealed bid package was received by the deadline and the opening was advertised to happen at 9:30 am in the Commission meeting. Clerk Eric Strite presented the bid package to the Commissioners who opened and read the bid and determined if the bid package was prepared in accordance with the minimum requirements of the advertisement and the instructions given by Project Manager, Rick Moreland at the pre-bid meeting. The lowest, and only, bid was from Justin Smith of Spring Run Fence Company, LLC in the amount of \$18,020, but included \$1,020 for sales tax, which the Commission will not have to pay. Mr. Smith did not include documentation of business license and insurance coverage with the bid package. Commissioner Parker moved to approve the fence bid of Spring Run Fence Company with the roller mounted gate system, contingent upon verification of license and insurance coverages.

A RFB regarding recycling containers was advertised in the same manner as the fence RFB and two bids were received. The Commissioners opened and reviewed the bids and decided to reject both bids, due to a large difference between these bids and advertisements for like containers observed in industry publications. Commissioner Parker moved to reject the bids and re-advertise for opening in November. Commissioner Hott seconded the motion and the motion passed.

Steve Moreland, Chair of the Hampshire County Library Board, presented information and proposals to repair the roof and seal the logs of the Davis House, a historical structure which is co-owned by the Library Board and the Commission. Half of the stated repairs will cost \$9,217. Commissioner Robert Hott moved to allocate \$10,000 toward the restoration efforts on the Davis House. Commissioner David Parker seconded the motion and the motion passed.

The financial statement, (5 copies), of activities of the Hampshire County Commission and related entities for fiscal year ended June 30, 2016, was presented for signature. The official publication of the financial statement will occur in the Hampshire Review tomorrow. The Commissioners signed the financial statements and the Clerk attested their signatures.

The Region VIII Planning & Development Council sent a request asking that the Hampshire County Commission, (along with Grant, Hardy, Mineral and Pendleton), confirm their participation in Multi-Hazard Mitigation Planning by returning a statement of interest.

Commissioner Parker moved to authorize the President to sign the statement of interest and Commissioner Hott seconded the motion. The motion passed.

County grant writer Erin Timbrook, (formerly Jones), presented two grant contracts, through the Office of Emergency Services (OES), for Commission approval. The first is a school safety grant in the amount of \$10,000 for cameras in the John Cornwell and Springfield Elementary Schools and the second is for \$60,000 for new, encrypted radios for the Sheriff's Department. Commissioner Hott moved to authorize the OES to spend \$10,000 for cameras in the Springfield and John Cornwell Elementary Schools, for reimbursement from the grant and to authorize the President to sign the necessary documentation. Commissioner Parker seconded the motion and the motion passed. Commissioner Hott moved to authorize the President to sign the grant documents for the Sheriff's Department radios. Commissioner Parker seconded the motion and the motion passed.

Circuit Clerk Sonja Embrey asked the Commission to consider allowing her to seek outside representation in a lawsuit in which both she and the Commission are named as defendants. Ms. Embrey stated she is concerned that Prosecutor James is not taking the matter seriously and is not confident of her defense. The Commission discussed the matter with Mr. James and determined that there may be a conflict of personalities in this situation, but agreed that they are comfortable with the Prosecutor's representation of the Commission in this matter. Commissioner Hott moved to honor the Circuit Clerk's request and that she be allowed to obtain her own legal representation and the Commission will bear the cost. Commissioner Parker seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Parker seconded the motion, the motion passed and President Slonaker declared the meeting adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, October 25, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Ministerial Association offered prayer. The President then called the meeting to order.

The minutes of the Commission meeting held on October 11, 2016 were presented. Commissioner Parker moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Slonaker and the other Commissioners reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission.

Morgan County had sent a letter expressing concerns caused by Morgan County Emergency Medical Services (EMS) responses into Hampshire County because of non-response by Hampshire County services. E911 Director Nathan Sions and Geographic Information Systems specialist Aaron Cox provided information and answered questions raised by the Commissioners. E 911 Operations Director Jerry Loudin arrived later in the discussion with additional information requested earlier by Commissioner Hott. The Commissioners asked the Clerk to send a letter to the Morgan County Commission suggesting a joint meeting to work on a solution.

A member of the Capon Bridge Rescue Squad had called the Clerk requesting that a "chase unit" vehicle be added to the insurance coverage. The Clerk directed this matter to the Commission for approval and it was agreed that a letter would be submitted. The letter was not received by Commission meeting time.

Sheriff Alkire submitted a personnel request by letter asking for approval of an annual pay increase of \$1,399.00 for each of the 17 established Sheriff's Deputy positions. The proposed pay increase is funded from a surplus in the Sheriff's approved salary budget caused by the loss of a very senior officer. Commissioner Hott moved to approve Sheriff Alkire's request and Commissioner Parker seconded the motion. The motion passed.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Parker made a motion to approve the exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Mr. Rick Harshbarger had asked the Clerk to present an addendum to the lease of the double wide at the old hospital which would identify the residents as the lessors from the County Commission. This revision is being requested to allow the program to remain in compliance with funding requirements imposed by the governmental entity which subsidizes this housing program. The Commission agreed that legal review would be beneficial and Commissioner Hott moved to table the consideration of the lease until the Prosecutor can give input. Commissioner Parker seconded the motion and the motion passed.

Cindi Corbin, Executive Director of Hampshire County Pathways, Inc., presented information to the Commission regarding the two recovery efforts that they operate. Ms. Corbin talked about the Drop-In Center which she described as a resource broker, offering many weekly recovery meetings, and the Lighthouse Women's Recovery Residential Facility, which offers a phased program of recovery over an eighteen month period.

Attorney Jonathan Brill, Circuit Clerk Sonja Embrey and Assistant Prosecutor Helmick came to discuss the matter of legal representation in the Freedom of Information Act litigation as addressed at the last meeting. Commissioner Parker moved the Commission go into executive session under WV Code § 6-9A-4 due to the matter involving both personnel and unresolved litigation. Commissioner Hott seconded the motion and the motion passed. President Slonaker declared the meeting in closed session at 10:31 am.

President Slonaker declared the meeting back in regular session at 10:50 am and stated that no decisions were made and no actions taken.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

Craig Isaacs of Crews and Associates and Fred Williams of Steptoe and Johnson met with the Commission to discuss and give an update on the bond reissue which is nearing completion.

The Commission agreed that the November meeting will be held on the third Thursday in November which will be the 15th. The General Election will be held on the 8th which is the normal meeting day and the Commission will sit as Board of Canvas of the Election on Monday November 14, 2016. The December meeting date of the 20th (third Tuesday), was set in January when the annual calendar was established. The Commission decided to hold the annual Christmas dinner at noon on the 20th.

Mr. Grant Cunningham had sent a letter of resignation from the Planning Commission and the President commended Mr. Cunningham's service and help to both the County Commission and the Planning Commission.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

The Clerk had been asked to have the President to sign the monthly grant reimbursement report for the South Branch Valley Day Report. The Sheriff normally signs the report but will be unavailable until after the due date. Commissioner Parker moved to authorize the President to sign the report in the absence of the Sheriff. Commissioner Hott seconded the motion and the motion passed.

The Assessor had sent a list of suggested dates for the Board of Equalization and Review, including February 1, 2017, February 6, 2016, February 9, 2017 and February 15, 2017. Ms. Wagoner pointed out that WV Code § 11-3-24 states that the Board convene no later than February 1 and can sine die no earlier than the 15th, and the Board cannot adjourn for more than three business days not including Saturday, Sunday and holidays. Commissioner Hott moved to adopt the Assessor's suggested dates for the Board of Equalization and Review for 2017. Commissioner Parker seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned at 11:35 am.

A regular meeting of the Hampshire County Commission was held on Tuesday, September 13, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioner Robert Q. Hott were present. Commissioner David R. Parker was absent. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. President Slonaker then called the meeting to order.

The minutes of the Commission meeting held on August 23, 2016 were presented. Commissioner Robert Hott moved to approve the minutes as presented. President Slonaker seconded the motion and the motion passed.

President Slonaker and Commissioner Hott reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission.

Clerk Strite presented letters regarding personnel matters from Sheriff and Treasurer John Alkire and E 911 Director Nathan Sions. Commissioner Hott moved to approve the hiring of Rebecca Strawn as part time tax deputy for the Capon Bridge Treasurer's office and to accept the resignation of Skylar Kroschinsky as a 911 dispatcher. President Slonaker seconded the motion and the motion passed.

Maintenance Supervisor Kenny McBride asked the Clerk to present a bid from Friend Products to supply coal for the Courthouse furnace at the price of \$150 per ton, delivered. The furnace usually burns about 25 tons per winter. Commissioner Hott moved to approve the purchase of coal from Friend Products and President Slonaker seconded the motion. The motion passed.

Clerk Strite discussed the next aspects of developing the recycling site including the installation of a chain link fence, gating and acquisition of roll off bins for collection of materials. Commissioner Hott moved to authorize the preparation and advertisement of separate request for bids (RFB) for the installation of a chain link fence and to acquire roll off recycling bins for the recycling site in Augusta. The fence RFB should be for an 8 foot high fence, with gating to be quoted as either be hinged or on rollers and that a heavy pipe gate at the entrance off Dolan Road would be included. Specifications for the bins will adhere closely to those used by Region VIII Solid Waste Authority. President Slonaker seconded the motion and the motion passed.

Assessor Wagoner prepared exonerations for consideration and approval. Commissioner Hott moved approve the exonerations as presented with the exception of tax ticket # 13248 in the name of WDPM LLC. President Slonaker seconded the motion and the motion passed.

The public hearing regarding the refinancing of the Building Commission bonds was scheduled for 9:30 am and President Slonaker announced the following:

1. To conduct a public hearing regarding a proposed Ordinance.
2. To consider on second reading and act upon a proposed Ordinance authorizing the refunding of the Hampshire County Building Commission's Lease Revenue Refunding Bonds, Series 2012 by the Hampshire County Building Commission; authorizing and the leasing of such facilities by the Building Commission to the County Commission; approving the sale, issuance and delivery of Lease Revenue Refunding Bonds, Series 2016 A by the Hampshire County Building Commission to provide funds to finance a portion of the costs of such refunding and related costs and expenses.

President Slonaker invited public comment or questions and there were none. Attorney John Stump of Steptoe and Johnson commented that interest rates are going up and the advantage of refinancing is reduced as interest rates increase. Mr. Stump stated that if the rates increase to such a point before the bonds can be sold, that the Commission will have no obligation. Commissioner Hott moved to approve the refinance of the bonds, assuming that a favorable interest rate may be obtained. President Slonaker seconded the motion and the motion passed. Commissioner Hott then moved to authorize the President to sign a letter authorizing Crews and Associates to proceed with the arrangement of the bond sale. President Slonaker seconded the motion and the motion passed.

Building Commission representative Joe Milleson advised the Commission that the Courthouse repairs are nearing completion and the final payment to the contractor will be due at that time.

The Commissioners reviewed the proposal from Juniata Geosciences regarding testing for the site of a viable water well on the Augusta property which might be suitable for a secondary water source for the Central Hampshire Public Service District. Commissioner Hott moved to authorize the President to sign the proposal and proceed with the testing for a viable well site. President Slonaker seconded the motion and the motion passed.

Deputy Clerk Lillian Largent prepared Official Budget Revision # 3 to the General Fund (#1), which received grant funds for the Bluegrass Festival and made arrangements to pay for the radio upgrades at the 911 Center. Commissioner Hott moved to approve Official Budget Revision # 3 and President Slonaker seconded the motion. The motion passed.

Larry See, director of the Hampshire County Parks and Recreation Department, presented a report on activities of the department including the Festival of Lights at the Central Hampshire Park during the Christmas Season. Mr. See stated that the event has grown from about 25 displays the first year to over 100 displays last year with 3,500 cars carrying an estimated three people per car, yielding 10,000 visitors. They have received community support of over \$20,000 in donations and have added a large entrance arch and a display that synchronizes with a car radio allowing the visitor to enjoy Christmas music in their car while driving through the park. Mr. See requested \$5,000 from the Commission for the installation of a new electrical service for the soccer field in the park. The new service will be available year round for any activities in that area. Commissioner Hott moved to approve \$5,000 to the Parks and Recreation Department for the needed electrical upgrade, or whatever is deemed necessary. President Slonaker seconded the motion and the motion passed.

President Slonaker allowed a woman to speak who identified herself as being visually impaired, but she did not state her name. She was very concerned that Frontier Communications does not plan to upgrade internet service in her area until 2019.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented. President Slonaker seconded the motion. The motion passed.

Steve Moreland, President of the Hampshire County Library Board informed the Commissioners that Kathy Rogers has resigned from the Board due to a change in her job duties and location. Mr. Moreland then stated that the Board would like to have Jill Pyles of Augusta to be appointed. Ms. Pyles is a library patron and supporter and her appointment will provide representation for the Augusta area. Commissioner Hott moved to appoint Jill Pyles to the Library Board for a five year term. President Slonaker seconded the motion and the motion passed. Mr. Moreland told the Commission that he would like to return to the next meeting to discuss the terms of Library Board members. He stated that he also needs to discuss some matters in regard repairs to the Davis History House at that time.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. President Slonaker seconded the motion, the motion passed and the meeting was declared adjourned.

A meeting of the Hampshire County Commission was held on Tuesday, September 27, 2016 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Steve W. Slonaker and Commissioners David R. Parker and Robert Q. Hott were present. President Slonaker led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Ministerial Association offered prayer. The President then called the meeting to order.

The minutes of the Commission meeting held on September 13, 2016 were presented. Commissioner Hott moved to approve the minutes as presented. Commissioner Parker seconded the motion and the motion passed.

President Slonaker and the other Commissioners reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission.

Norma Wagoner, County Assessor, prepared and sent exonerations for consideration and approval. Commissioner Hott made a motion to approve the exonerations as presented. Commissioner Parker seconded the motion and the motion passed.

Steve Moreland, Chairman of the Hampshire County Library Board, mentioned at the last Commission meeting that the terms of the Trustees of the Library Board had become unclear over time. Trustee's terms are to be for five years but they may serve until a replacement is appointed. Several members have been serving for more than five years but with the appointment of Jill Pyles at the last meeting, the Board felt this would be a good time to establish terms for the rest of the members. Ms. Pyle's term will expire June 30, 2021 as approved by the Commission at the last meeting. Commissioner Hott moved to appoint the following Board members to staggered terms to expire on June 30 of the stated year: Julie Frazer to a four year term to expire 2020, Tom Williams to a three year term to expire in 2019, Steve Moreland to a two year term to expire in 2018 and Pricilla Bohrer to a one year term to expire in 2017. Commissioner Parker seconded the motion and the motion passed.

Compliance Officer Charlie Baker asked for authorization of the Commission President's signature on the annual Federal Emergency Management Agency (FEMA) Community Rating System recertification. This annual recertification helps County landowners obtain flood insurance discounts based on the County's ordinances and policies. Commissioner Hott moved to authorize the Commission President to sign the recertification document as needed. Commissioner Parker seconded the motion. The motion passed.

Mr. Baker presented a letter that he is planning to send the State Department of Environmental Protection, expressing his concerns regarding the lack of information available to local authorities in regard to the Class D Landfill certification process. Mr. Baker said that since he will sign this letter as Hampshire County Compliance Officer, he wanted the Commission to be aware of the letter and its tone. The Commission agreed the letter is fine.

The Clerk presented the nominations for Poll Clerks and Commissioners to work the General Election to be held on November 8, 2016. The nominations were from the Executive Committees of the two political parties which received the two greatest vote totals in the last Presidential Election, Republican and Democrat. Commissioner Parker moved to approve the lists of nominees from the Hampshire County Republican and Democrat Executive Committees. Commissioner Hott seconded the motion and the motion passed.

The Justice Assistance Grant (JAG) for the Police Resource Officer (PRO) was awarded in the amount of \$20,000 and the contract, resolution, standard conditions and various certifications were presented for signature. Commissioner Hott moved to authorize President Slonaker to sign the necessary documentation for the grant. Commissioner Parker seconded the motion and the motion passed.

Patti Hamilton, Executive Director of the West Virginia Association of Counties presented the Commissioners with an update of various activities of the Association and discussed foreseeable legislative priorities.

Chief Deputy Nathan Sions introduced Trevor Eckerson who was hired as a Deputy in the Sheriff's Department.

A letter was received from the Morgan County Commission regarding rescue squad calls that the Paw Paw squad is covering in Hampshire County. The Commissioners agreed to gather more information and discuss further at the next meeting.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott

moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner Parker seconded the motion and the motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices be paid as presented and Commissioner Parker seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn. Commissioner Parker seconded the motion and the motion passed. President Slonaker declared the meeting adjourned at 11:32 am.