

A specially called meeting of the Hampshire County Commission was held on Friday, January 17, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner David H. Cannon, and Commissioner Logan Mantz were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and called the meeting to order. President Eglinger stated the purpose of the special meeting was to interview candidates for the Hampshire County Emergency Services Agency (HCESA), to consider the process for hiring a Director for Homeland Security and Emergency Management (HSEM) and to consider the transfer of money from the General Fund to the HCESA fee account.

President Eglinger proposed a committee for HSEM interviews to include Sheriff Sions, Captain Jamie Carter of 911, a volunteer fire fighter and a commissioner to conduct the interviews and recommend the structure of the position, (whether it will be a full-time or part-time position). Commissioner Cannon agreed to represent the Commission. Commissioner Mantz moved to refer the HSEM Director position to the committee as stated for interviews. The Committee will make a recommendation to the Commission regarding the full-time/part-time structure of the position. Commissioner Cannon seconded the motion and the motion passed.

A request for authorization to transfer funds from the General Fund to HCESA (fee account), for payroll, was posted on the agenda for this meeting. Commissioner Mantz moved to transfer \$75,000 from the General Fund to the HCESA fee fund and to revisit the matter at the next meeting to consider future needs. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Mantz moved that the Commission include a candidate in the evening's upcoming interviews who submitted an application after the posted deadline. Commissioner Cannon seconded the motion and the motion passed on a two to one majority with President Eglinger voting against the motion.

Commissioner Cannon moved that the Commission meeting go into executive session, (including the two designated HCESA Board members), to interview the candidates for the HCESA director position and possibly choose and make an offer to the successful candidate. Commissioner Mantz seconded the motion and the motion passed.

Commissioner Cannon then moved to amend the motion to remove the decision and offer to a candidate. Commissioner Mantz seconded the amendment to the motion which passed.

President Eglinger declared the meeting in executive session at 6:20 pm.

President Eglinger declared the meeting back in session at 8:52 and stated that no decisions were made and no actions taken.

Commissioner Mantz moved that the Commission postpone any decisions on the current hiring of the HCESA Director while awaiting guidance from the Committee which will make recommendation on the HSEM position. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Cannon moved to appoint Courtney Turner to act as interim director of HCESA and Hope Friis to continue as interim director of HSEM. President Eglinger seconded the motion and the motion passed.

Commissioner Mantz moved to adjourn and Commissioner Cannon seconded the motion which then passed. President Eglinger declared the meeting adjourned at 8:59 pm.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, January 28, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner David H. Cannon, and Commissioner Logan Mantz, (by remote connection), were present. President Eglinger called on Pastor Ken Lake to offer prayer. The President then led the Pledge of Allegiance to the flag of the United States of America. President Eglinger called the meeting to order.

The minutes of the regular Commission meeting held on January 14, 2025 and the minutes of the special meeting of January 17, 2025 were presented for consideration. Commissioner Cannon moved to approve the minutes of the regular meeting on the 14<sup>th</sup> as presented. Commissioner Mantz seconded the motion and the motion passed. Commissioner Cannon then moved to approve the minutes of the special meeting on January 17 as presented and Commissioner Mantz seconded this motion. The motion passed.

President Eglinger and the 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 first scheduled agenda item was the selection of candidates to fill the Director roles of Homeland Security and Emergency Management (HSEM) as well as the Hampshire County Emergency Services Agency (HCESA). Sheriff Nathan Sions presented the recommendation for the HSEM interview committee and stated that the nature of HSEM activities in Hampshire County would not require a full-time position. The sub-committee felt it would be most practical to combine the roles and they recommended candidate Darron Hamrick, Jr. to manage these two agencies. Commissioner Cannon moved to make a formal offer to Mr. Hamrick to fill these dual roles at a salary of \$70,000 with a start date of Monday, February 3, 2025. Commissioner Mantz seconded the motion and the motion passed.

Chief Tax Deputy Jacqueline Wolford sent a letter stating that Brandi Haines has resigned from the Treasurer's Office with accrued vacation time of 3.25 days. Her last day was January 24. Commissioner Cannon moved to acknowledge Ms. Haines' resignation and to approve the payment of her due time. Commissioner Mantz seconded the motion and the motion passed.

Assessor Lacee Haines sent a letter requesting approval of a salary increase for Tammy Corbin due to an increase in duties. Assessor Haines stressed that sufficient funds are available in the Assessor's budget to accommodate the pay increase. Commissioner Cannon moved to approve the salary request and Commissioner Mantz seconded the motion which passed.

Assessor Lacee Haines asked the Commission to send a letter to authorize the State Tax Department to adjust mineral values for a limited period in 2025. Commissioner Cannon moved to authorize the State Tax Commission to make adjustments to Hampshire County's mineral values until February 15, 2025. Commissioner Mantz seconded the motion which then passed. The President signed the letter to the State Tax Department approving this action.

Ta-Yare Meade, Teen Court Coordinator reported on some changes in the Teen Court Program as their relationship with Eastern Regional Family Resource Network (ERFRN) has been terminated. Ms. Meade asked the Commission to sign a new administrative order naming the County Clerk as fiscal agent for the Teen Court fund. This order is then to be signed by the Circuit Court Judge. Commissioner Cannon moved to authorize the President to sign the order at a later time, with the advice and consent of the Commission since Ms. Meade did not have the new order at that point. President Eglinger seconded the motion, but Commissioner Mantz stated that the posted agenda item did not support this action. Commissioner Cannon rescinded his motion and no action was taken. Ms. Meade will return to a future meeting.

Director Darren Taylor of the South Branch Valley Day Report Center requested a letter of support from the Commission for the grant package that is being prepared. Commissioner Cannon moved to authorize the President to sign the letter of support and President Eglinger seconded the motion. The motion passed.

John Seldon, President and Lieutenant of the Capon Springs Volunteer Fire and Rescue Squad presented a request for help in upgrading the emergency medical life packs on their ambulances. The squad recently upgraded their ambulance service from basic life support (BLS) to advanced life support (ALS) and the state agency of certification requires more advanced equipment than they currently have. The current life pack units on the trucks are no longer supported by the manufacturer. Cost for a new unit will range between \$43,000 and \$49,000. A used unit which is certified by the manufacturer would cost \$17,000. President Seldon stated

that the squad has identified \$7,700 in their funds which are available for this purpose. Commissioner Cannon moved that the Commission contribute \$9,300 to help the squad to obtain a state approved life pack unit. President Eglinger seconded the motion and the motion passed.

Commissioner Mantz then moved to task the county grant writer to research available grants that might help both county volunteer and HCESA squads with equipment procurement. Commissioner Cannon seconded the motion which then passed.

Jacob Kirk presented citizen concerns regarding a group of proposed wind powered electric turbines that have been proposed to be built on private land in the Cacapon Springs area. The reported proposal includes about 18 – 25 windmills that may be nearly 700 feet tall and will significantly impact the views and scenery from many homes in the area. The Commission acknowledged Mr. Kirk's concerns and Commissioner Cannon moved that the County Commission issue a directive to the Planning Commission to investigate wind ordinances in the State of West Virginia and actively investigate the Planning Commission's recourse and to look for other examples for regulating wind in our state. President Eglinger seconded the motion and Commissioner Mantz asked that the motion be expanded to include options not confined to our state and Commissioner Cannon agreed to the modification of the motion. The motion passed.

The County's Attorney, Richard Gay, suggested the Commission document a decision in regard to proceeding with the certified question process to the West Virginia Supreme Court of Appeals in order to get a declaratory judgment regarding the Romney Housing Authority in relation to the Hampshire County Ambulance Ordinance. Commissioner Mantz stated he had some questions about the Ordinance for a future time, but that he would abstain from a vote on this question out of an abundance of caution because he was unsure of the relationship between the Romney Housing Authority and the Town of Romney. Commissioner Cannon moved to continue the action to pursue the declaratory judgment since the Commission has an opinion from the Attorney General and advice from counsel. President Eglinger seconded the motion. At this point Commissioner Mantz's connection was lost, but President Eglinger decided to proceed with the vote since Mantz had already stated his abstention. President Eglinger and Commissioner Cannon voted to proceed with the Romney Housing Authority question to the Supreme Court of Appeals. The vote passed with Commissioner Cannon and President Eglinger voting to proceed and Commissioner Mantz's stated abstention.

Commissioner Cannon then brought up a point of order stating that he wished to withdraw the motion from earlier in the meeting regarding the Teen Court administrative order. The Commissioner explained that rather than to rescind the motion, he could withdraw the motion with the permission of the individual who seconded the motion since no vote was taken. President Eglinger agreed and Commissioner Cannon's earlier motion was withdrawn rather than rescinded.

Commissioner Mantz was able to reestablish communications at this point and agreed with the action on the certified question to the State Supreme Court of Appeals.

Under the topic of board appointments and resignations, President Eglinger stated that the HCESA Board has requested that James Blocker be asked to step down from the Board as he has not been able to participate. Based on the recommendation of the HCESA Board, President Eglinger moved that the Commission write a letter asking Mr. Blocker to step down from the board. Commissioner Mantz stated he preferred to hold up on this action, but Commissioner Cannon seconded the motion and the motion passed with President Eglinger and Commissioner Cannon voting to send the letter and Commissioner Mantz abstaining.

The accounting department of the Clerk's office recommended that the Commission approve moving \$500,000 from General Fund to the HCESA fee account to cover HCESA payroll through April, at which time fee collections can be evaluated and applied. After some discussion, Commissioner Mantz moved to authorize moving \$175,000 to allow HCESA to pay employees for the next month and to provide an opportunity for HCESA management to explain the cost-cutting measures that are being enacted. President Eglinger seconded the motion and the motion passed.

HCESA fee exemption requests were presented upon review and recommendation of HCESA staff. Commissioner Mantz was not able to review the documentation. Commissioner Cannon moved to approve the eleven (11) exemption requests that were recommended for

approval. President Eglinger seconded the motion and the motion passed with Cannon and Eglinger voting for the motion and Mantz abstaining for lack of information.

Commissioner Cannon then moved to deny two (2) exemption requests, ticket numbers 14299 and 6442 (for three years), as recommended. President Eglinger seconded the motion and the motion passed with Cannon and Eglinger voting for the motion and Mantz abstaining for lack of information.

Grant writer Rolf Ronken requested permission to advertise for bids in regard to the Courthouse Facilities Improvement Grant, which will be used to begin the upgrade of the wiring in the Courthouse. Commissioner Cannon moved to authorize the advertisement and Commissioner Mantz 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 as prepared by Deputy Clerk Deborah, Omps. Commissioner Cannon 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 Mantz seconded the motion and the motion passed.

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

All scheduled business having been addressed, Commissioner Mantz moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:55 pm.

Note: all actions were approved by a voice vote and all were unanimous, except as noted.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A specially called meeting of the Hampshire County Commission was held on Friday, January 17, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner David H. Cannon, and Commissioner Logan Mantz were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and called the meeting to order. President Eglinger stated the purpose of the special meeting was to interview candidates for the Hampshire County Emergency Services Agency (HCESA), to consider the process for hiring a Director for Homeland Security and Emergency Management (HSEM) and to consider the transfer of money from the General Fund to the HCESA fee account.

President Eglinger proposed a committee for HSEM interviews to include Sheriff Sions, Captain Jamie Carter of 911, a volunteer fire fighter and a commissioner to conduct the interviews and recommend the structure of the position, (whether it will be a full-time or part-time position). Commissioner Cannon agreed to represent the Commission. Commissioner Mantz moved to refer the HSEM Director position to the committee as stated for interviews. The Committee will make a recommendation to the Commission regarding the full-time/part-time structure of the position. Commissioner Cannon seconded the motion and the motion passed.

A request for authorization to transfer funds from the General Fund to HCESA (fee account), for payroll, was posted on the agenda for this meeting. Commissioner Mantz moved to transfer \$75,000 from the General Fund to the HCESA fee fund and to revisit the matter at the next meeting to consider future needs. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Mantz moved that the Commission include a candidate in the evening's upcoming interviews who submitted an application after the posted deadline. Commissioner Cannon seconded the motion and the motion passed on a two to one majority with President Eglinger voting against the motion.

Commissioner Cannon moved that the Commission meeting go into executive session, (including the two designated HCESA Board members), to interview the candidates for the HCESA director position and possibly choose and make an offer to the successful candidate. Commissioner Mantz seconded the motion and the motion passed.

Commissioner Cannon then moved to amend the motion to remove the decision and offer to a candidate. Commissioner Mantz seconded the amendment to the motion which passed.

President Eglinger declared the meeting in executive session at 6:20 pm.

President Eglinger declared the meeting back in session at 8:52 and stated that no decisions were made and no actions taken.

Commissioner Mantz moved that the Commission postpone any decisions on the current hiring of the HCESA Director while awaiting guidance from the Committee which will make recommendation on the HSEM position. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Cannon moved to appoint Courtney Turner to act as interim director of HCESA and Hope Friis to continue as interim director of HSEM. President Eglinger seconded the motion and the motion passed.

Commissioner Mantz moved to adjourn and Commissioner Cannon seconded the motion which then passed. President Eglinger declared the meeting adjourned at 8:59 pm.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A special meeting of the Hampshire County Commission was held on Thursday, January 2, 2025 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse as posted on December 23, 2024. Commissioners David H. Cannon, Brian W. Eglinger and Logan Mantz were present. Commissioner Cannon led the Pledge of Allegiance to the flag of the United States of America. Clerk Strite was asked to offer prayer. Commissioner Cannon then called the meeting to order.

Commissioner Cannon nominated Commissioner Brian Eglinger to serve as President for the year of 2025. Commissioner Mantz seconded the motion closing the nominations and the motion passed.

President Eglinger then assumed the President's seat and gavel and thanked the Commissioners for the opportunity to lead the Commission.

Commissioner Mantz then moved to nominate Commissioner David Cannon as president pro tempore, or Vice-President for the calendar year of 2025 and President Eglinger seconded the motion which then passed.

President Eglinger, Commissioner Cannon and Commissioner Mantz 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 presented a suggested list of regular meeting dates for the Hampshire County Commission for 2025. The Commission reviewed the suggested list with some discussion and adjustments and agreed on a regular meeting calendar for 2025, including the Board of Equalization and Review dates and times. Commissioner Cannon moved to adopt the calendar with a single meeting in July, and Commissioner Mantz seconded the motion. The motion passed and the approved calendar for 2025 is attached as part of these minutes.

President Eglinger asked former President Cannon for a recommendation on the distribution of the various standing committees that the Commissioners routinely participate on by attending those meetings on a monthly or quarterly basis. The Commissioners discussed the various committees and President Eglinger moved to accept Commissioner Cannon's recommendation at this time, stating that changes can be made if situations change. Commissioner Cannon seconded the motion and the motion passed on a unanimous voice vote.

Commissioner Mantz had requested an agenda item regarding the use of opioid settlement funds to help support an activity bus for after school transportation. Commissioner Mantz pointed out that structured youth activities are considered a valid form of drug use prevention and he reviewed costs associated with the activity buses, then moved to transfer \$10,000 to the Board of Education (BoE) from the opioid settlement distribution fund to be earmarked for afterschool transportation. A second was not forthcoming and Commissioner Cannon stated that an alternate proposal has been in development which includes the use of these funds in conjunction with a grant to convert the soon to be surplus BoE office building for use by the South Branch Valley Day Report Center and the Sheriff's office. Hampshire County's Opioid Settlement Distribution Fund balance is \$59,619.04 as of November 30, 2024. President Eglinger stated he would at least like to have more input and information from the BoE. Commissioner Cannon moved to continue this matter to the next agenda and to invite a BoE representative to discuss a long-term solution to fund the activities bus. President Eglinger seconded the motion and the motion passed with Eglinger and Cannon voting for the motion and Mantz voting in opposition.

President Eglinger offered a public comment period and Ms. Beth Reese presented information regarding outdoor classrooms.

All scheduled business having been addressed; Commissioner Mantz moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:13 am.

Respectfully submitted, Eric W. Strite, Hampshire County Clerk.

A regular meeting of the Hampshire County Commission was scheduled on Tuesday, January 14, 2025 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner David H. Cannon and Commissioner Logan Mantz were present. Commissioner Mantz was engaged through the application of virtual communications. President Eglinger asked Rev. Ken Lake to pray before the meeting. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and then called the meeting to order.

The minutes of the meetings of December 30, 2024 and January 2, 2025 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented and Commissioner Mantz seconded the motion. The motion passed.

President Eglinger, Commissioner Cannon and Commissioner Mantz reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission. Commissioner Cannon read a statement regarding his appointment to serve as Delegate for the 89<sup>th</sup> District in the West Virginia House of Delegates. This appointment will begin on February 12, 2025 and he plans to continue to serve as Commissioner until midnight on February 11, 2025.

Fiduciary Commissioner Jonathan G. Brill presented recommended orders regarding two individual claims against the Estate of Kenneth Paul Darnay. Fiduciary Commissioner Brill recapitulated both Orders which were titled, Order Permitting, In Part, and Denying, In Part, the Claim of Larry Krumrine and the Order Permitting, In Part, and Denying, In Part, the Claim of Shaffer Funeral Home. Commissioner Mantz moved to approve both Orders as presented and Commissioner Cannon seconded the motion, which passed on a unanimous voice vote.

Tax Assessor Lacey Haines sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Mantz seconded the motion and the motion passed, with all three Commissioners voting in the affirmative.

The topic of a written notification of the intent of the Capon Bridge Rescue Squad to exercise the option to purchase the rescue squad building in Capon Bridge for the amount of \$9,500, as stated the lease agreement dated January 10, 1978, was included on the agenda and Commissioner Cannon reported on a conversation with Mr. Robbie Roach, Secretary/Treasurer of the Capon Bridge Rescue Squad, who stated the squad is simply exercising their option under the lease and are not seeking an advantage including rent. Commissioner Mantz confirmed the same conversation and suggested the Commission consider offering a lower price in an effort to stimulate and encourage volunteerism. After further discussion, President Eglinger moved to allow the Capon Bridge Rescue Squad to exercise their option to purchase the building at the contracted price of \$9,500. Commissioner Cannon seconded the motion and the motion passed on a unanimous voice vote.

Hampshire County Board of Education President, Ed Morgan introduced Capon Bridge Middle School Principal Jackie McCartney and Hampshire High School Athletics Director Trey Stewart to speak about and request the use of Opioid Settlement fund distributions to help provide an after-school activities bus, (or busses), for school students. The point was stressed that children who are involved in extra-curricular activities such as athletics, FFA, band, Harmony, tutoring or academic competitions are far less likely to engage in high-risk behaviors, thus reducing drug and alcohol consumption. Hampshire High Principal Amy Haines also spoke to these points. Commissioner Cannon moved to approve an allocation of \$10,000 from the General Fund to the Board of Education for the purpose of insuring the activity bus availability. The motion also stated there would be feed-back to the Commission regarding progress. Commissioner Mantz seconded the motion and the motion passed.

Darren Taylor, Director of the South Branch Valley Day Report Center (SBVDRC), and Sheriff Nathan Sions requested an allocation of the opioid settlement funds to be used for the relocation of the SBVDRC and the Sheriff's Department from their current locations to the recently vacated former Board of Education office building on School Street. A grant to aid in a renovation of this facility is reportedly pending and alternative uses of the fund were discussed. Commissioner Cannon moved to dedicate the full balance of the opioid fund, (balance now in excess of \$59,642), to facilitate the move to the old board of education building as requested. President Eglinger seconded the motion and the motion passed with Eglinger and Cannon voting for the motion and Mantz voting against.

Commissioner Cannon moved to continue to pay Hampshire County's match of \$20,000 for the SBVDRC grant Memorandum of Understanding (MOU) for the upcoming fiscal year.

Commissioner Mantz seconded the motion and the motion passed and the President signed the MOU.

President Eglinger introduced the topic of selecting the Director of Hampshire County Emergency Services Agency (HCESA) and the Commissioners agreed to conduct the interviews with two members of the advisory board in attendance. It was suggested that a special meeting be called and that Friday would be an agreeable time and allow time for proper notice. President Eglinger moved to call a special meeting for the purpose of interviewing candidates at 6 pm pending candidate participation and Commissioner Cannon seconded the motion. Commissioner Mantz pointed out that the President has the authority to call the meeting with the concurrence of one other Commissioner and the President declared the vote unnecessary.

Alison Jewell, Executive Director of the Hampshire County Farmland Protection Board, presented requests for approval of easements on the McCauley Family Farm, owned by the McCauley Family LLC. The McCauley easement will protect 330 acres of farmland and woodland from development forever. This easement will be help by the Hampshire County Farmland Protection Board and the West Virginia Agricultural Land Protection Authority. Commissioner Mantz moved to approve the easement as presented and Commissioner Cannon seconded the motion. The motion passed on a unanimous voice vote.

Commissioner Cannon moved that Jacqueline Graybill be appointed to serve on the Hampshire County Development Authority for a new term. President Eglinger seconded the motion and Commissioner Mantz voiced concerns regarding procedure. The motion passed on a two to one vote with Cannon and Eglinger voting for the motion and Mantz abstaining.

The annual renewal of the MOU between the Commission and the Region VIII Solid Waste Authority with regard to use of the Woodchuck Wood Chipper was presented. Commissioner Cannon moved to authorize the President to sign the MOU and President Eglinger seconded the motion. The motion passed.

Official Budget Revision #3 to the General Fund (#1), was prepared by Deputy Clerk Bethany Billmeyer and presented for consideration. Commissioner Cannon moved to approve Official Budget Revision #3 as presented and President Eglinger seconded the motion. The motion passed.

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

President Eglinger noted that that the Homeland Security Emergency Management (HSEM) Director position was advertised separately and has been a part-time position. The Commission agreed to proceed with the candidate interviews and determine how the position may best be structured at a later point.

All scheduled business having been addressed; Commissioner Cannon moved to adjourn the meeting. Commissioner Mantz seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 11:23 p.m.

Note: all actions were approved by a voice vote and all were unanimous, except as otherwise noted.

Respectfully submitted, Eric W. Strite, Hampshire County Clerk



A regular meeting of the Hampshire County Commission was scheduled on Tuesday, February 11, 2025 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner David H. Cannon and Commissioner Logan Mantz, (by remote connection), were present. Commissioner Mantz was engaged through the application of virtual communications. President Eglinger asked Rev. Ken Lake to pray before the meeting. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and then called the meeting to order.

The minutes of the meeting of January 28, 2025 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented and Commissioner Mantz seconded the motion. The motion passed.

President Eglinger, Commissioner Cannon and Commissioner Mantz reported on the various meetings and events in which they have attended, participated and represented the Commission since the last meeting of the Commission. This being Commissioner Cannon's last meeting as a commissioner before beginning his appointment to serve as Delegate for the 89<sup>th</sup> District in the West Virginia House of Delegates. This appointment will begin on February 12, 2025.

JT Hott, Executive Director of the Hampshire County Development Authority (HCDA) and Rebecca Hott, President of the HCDA presented an update on the progress of the Authority and requested to use \$10,000 which had been previously approved as grant match funding, but was unneeded, to apply to the Capon Bridge Community Complex as the HCDA upgrades windows, doors, signage and painting on their portion of the building. Commissioner Cannon moved to authorize the \$10,000 from the General Fund and Commissioner Mantz seconded the motion. The motion passed.

Nick Carroll, Director of Hampshire County Parks and Recreation (HCP&R), presented a plan to upgrade the Capon Bridge Community Complex in coordination with JT Hott and the HCDA. They requested that the remaining Tribal Community Funds (LATCF) be divided between the two entities as they work cooperatively to repair and improve the facility. (The LATCF program was distributed fairly early in the covid period, but did not have the same restrictions that came with the American Recovery Plan (ARP) funds.) Commissioner Cannon moved to direct \$37,500 to be specified for the HCDA and the same amount for the Parks and Rec Department to use on the Capon Bridge Community Complex in their cooperative efforts to restore the facility and improve the usefulness for the community. Commissioner Mantz seconded the motion which then passed.

Glenn Archer presented a \$1,500 funding request for the Fourth Annual Cacapon Riverfest to be held June 20 – 21, 2025. It was unclear if this request had been previously committed for this fiscal year, so Commissioner Mantz moved to recommit the allocation of these funds for Riverfest in this fiscal year. Commissioner Cannon seconded the motion and the motion passed.

Requests were received by letter for funding for the Summer Harvest Festival and the Capon Bridge Founders Day Festival from the 2026 budget. Commissioner Mantz moved to table these requests until the budget workshop to be held in March. Commissioner Cannon seconded the motion and the motion passed.

Barbara Fortner of Telemon Corporation rescheduled her appointment.

President Eglinger stated that a new letter has been received from the Capon Bridge Rescue Squad stating that they are no longer interested in exercising their purchase option on the rescue squad building and stated that this will be included on the next agenda.

Assessor Lacee Haines sent a letter requesting approval to move Samantha Stadtmueller from the 406 budget to the 407 budget and to fill two vacant positions in her office by hiring Quianna Beyer and Jessica Anderson. Assessor Haines' letter included their start dates and pay rates. Commissioner Cannon moved to approve the Assessor's actions as requested. Commissioner Mantz objected that the individuals to be hired were not named on the agenda and stated he would abstain from the vote for this reason. President Eglinger seconded the motion and the motion passed with Eglinger and Cannon voting for the motion and Mantz abstaining.

Carol Shaw of the Historic Landmarks Commission requested that Dan Oates and Eileen Johnson be appointed to replace two recently retired members of the Commission, Robert Smith and Alanna McGuinn. Commissioner Cannon moved to appoint Mr. Oates and Ms. Johnson as requested. Commissioner Mantz seconded the motion and the motion passed.

A letter of resignation from Amanda Barnes, Compliance Officer for the Planning Office was presented and Commissioner Cannon moved to accept the letter. Commissioner Mantz seconded the motion and the motion passed.

Glenn Delaplain, Vice-President of the Hampshire County Planning Commission presented a cell tower permit application for an equipment upgrade by AT&T at 1341 Ben's Knob Trail. Commissioner Cannon moved to approve the permit request as presented and President Eglinger seconded the motion. Commissioner Cannon and President Eglinger voted to approve the permit request and Commissioner Mantz abstained for lack of information.

Project Manager Matthew Hott presented information, including estimates to replace the roofs on the Annex building and the Old Jail building which recently suffered wind damage. Commissioner Cannon moved to authorize Mr. Hott to send out Requests for Proposal (RFP) on both roofs. Commissioner Mantz seconded the motion and the motion passed.

The Commissioners agreed to discuss the process for filling the soon-to-be-vacated term of Commissioner Cannon, who will step into his new role of Delegate for the 89<sup>th</sup> District in the West Virginia Legislature at the conclusion of this meeting. It was agreed that Commissioners Eglinger and Mantz would send a list of vetted names to the Clerk, acting as intermediary, who would then exchange the lists for consideration. President Eglinger then called a special meeting for Thursday, February 13, 2025, at 6:00 pm, to allow further discussion and find out if both Commissioners could agree on one or more candidates, or if it would be necessary to refer the nomination to the Republican Executive Committee.

Hampshire County Emergency Services Agency (HCESA) Director Darron Hamrick presented the cost-cutting plan for the balance of this fiscal year as requested at the last meeting. Mr. Hamrick stated he had evaluated the existing resources and applied some different scheduling techniques leading him to believe that the agency will need \$310,000 of funding from the Commission to complete the fiscal year. Commissioner Mantz moved to approve the transfer of \$310,000 from the General Fund as needed. Commissioner Cannon seconded the motion and the motion passed.

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

All scheduled business having been addressed; Commissioner Cannon moved to adjourn the meeting. Commissioner Mantz seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:57 a.m.

Note: all actions were approved by a voice vote and all were unanimous, except as otherwise noted.

Respectfully submitted, Eric W. Strite, Hampshire County Clerk

A specially called meeting of the Hampshire Cuntly Commission was held on Thursday, February 13, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger was present and Commissioner Logan Mantz was in attendance by remote connection. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and asked Clerk Strite to offer prayer. The President then called the meeting to order.

President Eglinger stated the purpose of the special meeting was to discuss the necessity of filling the unexpired term on the Commission as soon as possible and to follow the procedures and authorization as stated in WV Code §3-10-7. The President also stated that the goal of the two Commissioners is to act quickly and responsibly in fulfilling this duty.

Each Commissioner had submitted to the Clerk a list of names they had vetted and considered to be good candidates. The Clerk had already shared these lists with the two Commissioners and it was determined that one of the Candidates could be considered by both Commissioners. It was agreed that the name of this individual should be posted for public notification and President Eglinger called for a special meeting on Wednesday, February 19, 2025 at 2:00 pm to allow ample notice and consideration for possible action on appointing this candidate to the unexpired term on the Hampshire County Commission.

Commissioner Mantz moved to adjourn the meeting and President Eglinger seconded the motion which passed. The President adjourned the meeting at 6:17 pm.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A specially called meeting of the Hampshire County Commission was held on Wednesday, February 19, 2025 at 2:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger was present and Commissioner Logan Mantz was in attendance by remote connection. President Eglinger asked Clerk Strite to offer prayer, then led the Pledge of Allegiance to the flag of the United States of America. The President then called the meeting to order.

President Eglinger stated the purpose of the special meeting was to provide public consideration of the nomination of Brian Brill to fill the unexpired term on the Commission which was vacated by Dave Cannon who was appointed to serve as Delegate for the 89<sup>th</sup> District in the West Virginia Legislature. Mr. Brill's nomination was posted for public notice on Friday, February 14<sup>th</sup> at 8:10 am.

Mr. Brill was invited to address the public as to why he would be a good fit for the role of Commissioner at this time. Mr. Brill responded with brief comments.

Commissioner Mantz moved to nominate Brian Brill to fill the vacancy on the Commission which resulted from Commissioner Cannon's appointment to the Legislature. President Eglinger seconded the motion and the motion passed.

The Oath of Office will be administered to Mr. Brill by Judge H. Charles Carl, III later this afternoon.

Commissioner Mantz moved to adjourn the meeting and President Eglinger seconded the motion which then passed. President Eglinger declared the meeting adjourned at 2:12 pm.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, February 25, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Logan Mantz, (by remote connection), and Commissioner Brian Brill were present. President Eglinger called on Clerk Eric Strite to offer prayer. The President then led the Pledge of Allegiance to the flag of the United States of America. President Eglinger called the meeting to order.

The minutes of the regular Commission meeting held on February 11, 2025 and the minutes of the two special meetings of February 13, 2025 and February 19, 2025 were presented for consideration. Commissioner Mantz moved to approve the minutes of all three meetings as presented. Commissioner Brill seconded the motion and the motion passed.

President Eglinger and the 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.

President Eglinger presented the Commissioners with committee assignments for the various boards and committees that the Commission interacts with.

There were a few minutes before the first agenda appointment and President Eglinger introduced Rhett Dusenbury who is the Area Representative for Congressman Riley Moore of the Second Congressional District.

Barbara Fortner, representative of Telamon Corporation, spoke regarding the National Farmworkers Job Program and the benefits available for training and education for any type of farmworker. Ms. Fortner encouraged referrals of people who benefit from these programs.

Peggy and Len McMaster presented a summary of the last year's Founders Day Festival in Capon Bridge and introduced Shannon Hockensmith who has agreed to be the Festival Director. Ms. Hockensmith has already submitted a letter requesting funding for the upcoming event and the Commission tabled consideration of all festival requests until the budget work session.

The Capon Bridge Rescue Squad, Inc. (CBRS) had sent several communications regarding the exercise of an option to purchase the building that was included in the 1978 lease. The most recent letter from CBRS stated they were no longer interested in obtaining the building, but President Eglinger pointed out that the Town of Capon Bridge could have an option if the Rescue Squad is not involved. President Eglinger suggested a letter of clarification from the Commission to the Town stating the Commission's commitment to provide emergency medical service to Capon Bridge. Commissioner Mantz stated he has a conflict due to services he provides to the Town of Capon Bridge and that he will recuse himself from further discussion and voting on the matter. Commissioner Brill moved that the Commission draft a letter to the Town of Capon Bridge and President Eglinger seconded the motion. The motion passed with Brill and Eglinger voting in the affirmative and Mantz abstaining.

Tax Assessor Lacey Haines sent tax bill exonerations for consideration. Commissioner Mantz moved to approve the tax exonerations as presented. Commissioner Brill seconded the motion and the motion passed.

Hampshire County Emergency Services Agency (HCESA) fee exemption requests were presented upon review and recommendation of HCESA staff. Commissioner Mantz was able to review the documentation prior to the meeting. Commissioner Brill moved to approve the six (6) exemption requests that were recommended for approval. Commissioner Mantz seconded the motion and the motion passed.

Nathan Kesner had been listed on the agenda as a possible appointee to the HCESA Board and he introduced himself. He had previously sent a resume to the Commissioners. Commissioner Brill moved that Nathan Kesner be appointed to the HCESA Board and Commissioner Mantz seconded the motion. The motion passed.

Greg Rinker was also listed on the agenda as an appointee to the Parks and Recreation Board and he also spoke. Commissioner Brill moved to appoint Greg Rinker to the Parks and Rec Board. Commissioner Mantz seconded the motion and the motion passed.

Grant Writer Rolf Ronken and Project Manager Matthew Hott presented the one bid that was received before the published deadline for the Courthouse Facilities Improvement Grant electrical upgrade. The single bid from Metz Electric was for \$141,480 for the phase one electrical upgrade of the Courthouse. Commissioner Mantz moved that Hott and Ronken review the bid as submitted and return with a recommendation for proceeding. Commissioner Brill seconded the motion and the motion passed.

Hampshire County Arts Council President Dale Brady requested \$1,500 for the Hampshire Highlands Art and Music Festival that they have scheduled for June 7, 2025. President Eglinger suggested that the Commission take the request under advisement for consideration during the budget meeting scheduled for March 14<sup>th</sup>. No other action was taken.

Commissioner Mantz observed Chief Darron Hamrick of HCESA in the audience and asked if he might give a report on the progress and activities of his new administration to date. Mr. Hamrick reported on various efforts and where he sees encouraging progress in the department.

President Eglinger had put the Health Department Mobile Unit building on the agenda for the purpose of getting approval to retain Attorney Richard Gay should complications arise. Commissioner Mantz moved to request Attorney Gay to represent the County and to retain his services if he would be willing to help. Commissioner Brill seconded the motion and the motion passed.

The Commission agreed to schedule the Budget Workshop with the Department Heads at 1:00 pm on Friday, March 14, 2025. The Clerk will make arrangements.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement as prepared by Deputy Clerk Deborah Omps. Commissioner Brill 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 Mantz seconded the motion and the motion passed.

The Planning Commission Office (Account # 439) requested to move \$14,500 within the approved 2025 budget from Contracted Services (line 230) to Professional Services (line 223). Commissioner Brill moved to approve the request as presented. Commissioner Mantz seconded the motion and the motion passed.

Sheriff Sions also requested to have a line-item budget adjustment approved in the Law Enforcement Budget (#700). The request was to move \$5,710 from Uniforms (line 345) to Capital Outlay (line 259). Commissioner Brill moved to approve this request as presented and Commissioner Mantz seconded the motion. The motion passed.

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

President Eglinger offered an opportunity for public comment and Mr. Rolf Ronken asked to present some information regarding recycling. Mr. Ronken is the President of the Recycling Committee and actively manages the County Recycling Center. Rolf stated that the County had reached a milestone by having hauled the 100<sup>th</sup> recycling container to Penn-Mar Recycling. The operation is currently moving about 15 full bins a month.

All scheduled business having been addressed, Commissioner Brill moved to adjourn the meeting. Commissioner Mantz seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:32 pm.

Note: all actions were approved by a voice vote and all were unanimous, except as noted.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regular meeting of the Hampshire County Commission was scheduled on Tuesday, March 11, 2025 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Logan Mantz, (by remote connection), and Commissioner Brian Brill were present. Commissioner Mantz was engaged through the application of virtual communications. President Eglinger asked Clerk Eric Strite to pray before the meeting. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and then called the meeting to order.

The minutes of the meeting of February 25, 2025 were presented for consideration. Commissioner Brill moved to approve the minutes as presented and Commissioner Mantz seconded the motion. The motion passed.

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

Not being time for the first scheduled agenda item, Clerk Strite discussed projected revenue numbers and levy rates in preparation for the upcoming budget workshop with the Department Heads. Assessment valuations are such that a roll-back of the levy rate will be necessary and a hearing will be required to increase the levy rate to the previous level, should the Commission find it necessary to do so. Advertisement of two weeks is necessary to notify the public of the time and location.

Deborah Fleming of the Shenandoah Chapter of the American Red Cross came with Chapter Chairman Josh Mongold to present information regarding the Chapter's activities and request the Commission to approve a Proclamation declaring March as American Red Cross month. Commissioner Brill moved to approve the Proclamation and Commissioner Mantz seconded the motion which passed.

Tina Ladd, Executive Director of the Hampshire County Convention and Visitor's Bureau (HCCVB) and Peggy McMaster, President of the HCCVB presented a report of their activities and a request for funding for the upcoming fiscal year. The HCCVB receives fifty percent of the Hotel/ Motel Tax distribution plus \$30,000 of supplement to pay for a director as required for CVB certification through the state. This request will be included with the budget considerations.

Project Manager Matthew Hott and Grant Writer Rolf Ronken had been tasked with reviewing the bid from Metz Electric which was submitted in response to a request for bid in conjunction with the Courthouse Facilities Improvement Grant. Mr. Hott reported that the costs associated with the bid of \$141,480 are in line and considered reasonable for the scope of work. Mr. Ronken reported on aspects of the grant process and Commissioner Mantz asked for a recommendation to the Commission in regard to proceeding. Mr. Hott responded that if the Commission wishes to upgrade the electrical systems in the building, this is a good opportunity with \$100,000 of grant funding and he recommended moving forward. Commissioner Mantz moved to proceed with the project including the application of the \$100,000 in grant funds. Commissioner Brill seconded the motion and the motion passed.

Hampshire County Emergency Services Agency (HCESA) Chief D. J. Hamrick along with Training Officer Courtney Turner was invited to give a report on the current activities of the HCESA. A brief report was presented.

Rolf Ronken, President of the Hampshire County Planning Commission presented a cell tower permit application for an equipment upgrade by Hardy Cellular at 1341 Ben's Knob Trail. Commissioner Mantz questioned if it is necessary for a cell tower upgrade permit request to come before the Commission, as the Telecommunications Ordinance does not assign approval authority to the Commission on upgrade requests. The Commissioners agreed that they would appreciate being made aware of changes on cell towers, but that an administrative review would simplify the process. The Commission asked Mr. Ronken to have the Planning Commission review that ordinance and recommend a way forward.

The Clerk failed to scan the next four documents to Commissioner Mantz prior to the meeting. The Commissioner was unable to review these documents and therefore abstained from the next four actions pertaining to them.

The Treasurer's Office sent a request to the Commission to establish a bank account known as General County Planning Credit Card Account as part of the General County Fund (fund 001). This will allow the Planning Office to accept credit card and electronic payments for services to taxpayers. Commissioner Brill moved to approve the Order establishing the fund

as requested. President Eglinger seconded the motion and the motion passed with Eglinger and Brill voting in favor and Commissioner Mantz abstaining.

Sheriff and 911 Director Nathan Sions requested consent for the appointment of Logan Simpson to the position of full-time 911 dispatcher effective January 24, 2025. Commissioner Brill moved to approve the Sheriff's request as presented and President Eglinger seconded the motion. The motion passed with Eglinger and Brill voting in favor and Commissioner Mantz abstaining.

Sheriff and Treasurer Nathan Sions requested the consent for the appointment of Hannah Parker and Danelle R. Smith to the position(s) of Tax Deputy. Commissioner Brill moved to approve the request from the Sheriff and President Eglinger seconded the motion. The motion passed with Eglinger and Brill voting in favor and Commissioner Mantz abstaining.

Sheriff and Treasurer Sions requested consent to increase Tax Deputy McKeenzie Nelson's monthly pay effective immediately. Commissioner Brill moved to approve the request as presented and President Eglinger seconded the motion. The motion passed with Eglinger and Brill voting in favor and Commissioner Mantz abstaining.

Tax Assessor Lacey Haines sent tax bill exonerations for consideration. Commissioner Brill moved to approve the tax exonerations as presented. Commissioner Mantz seconded the motion and the motion passed.

The grant from the Justice Assistance Grant (JAG) in support of the police resource officer (PRO) in the schools, was approved in the amount of \$30,000 and the agreements and contract were presented for approval and signature. Communication was lost with Commissioner Mantz at this point and President Eglinger stated that a quorum was still present. Commissioner Brill moved to approve and sign the grant documents and terms as set forth. President Eglinger seconded the motion and the motion passed with the two Commissioners voting in the affirmative.

Darren Taylor, Director of the South Branch Valley Day Report Center sent a grant application titled Comprehensive Opioid, Stimulant & Substance Abuse Program (COSSAP) which will support activities in the Day Report Centers. The COSSAP application is due April 4, 2025 and is for the amount of \$208,291. Commissioner Brill moved to authorize the President to sign the grant application. President Eglinger seconded the motion and the motion passed.

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

All scheduled business having been addressed; Commissioner Brill moved to adjourn the meeting. President Eglinger seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:35 a.m.

Note: all actions were approved by a voice vote and all were unanimous, except as otherwise noted.

Respectfully submitted, Eric W. Strite, Hampshire County Clerk



A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, March 25, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger and Commissioner Brian Brill were present. President Eglinger called on Clerk Eric Strite to offer prayer. The President then led the Pledge of Allegiance to the flag of the United States of America. President Eglinger called the meeting to order and stated that a quorum was present although Commissioner Mantz had been unable to make an electronic connection.

The minutes of the regular Commission meeting held on March 11, 2025 were presented for consideration. Commissioner Brill moved to approve the minutes of the previous meeting as presented. President Eglinger seconded the motion and the motion passed.

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

With no agenda items scheduled for a few minutes, the President asked for unscheduled routine items.

Tax Assessor Lacey Haines sent tax bill exonerations for consideration. Commissioner Brill moved to approve the tax exonerations as presented. President Eglinger seconded the motion and the motion passed.

The Hampshire County Development Authority had requested a letter approving a change of date for their audit contract. Commissioner Brill moved and President Eglinger seconded a motion to approve the change of date. The motion passed.

Sheriff and 911 Director Nathan Sions sent a letter stating that Zachary Wilkins resigned as a 911 Dispatcher effective February 26, 2025. Commissioner Brill moved to acknowledge the resignation and President Eglinger seconded the motion. The motion passed.

Clerk Strite presented a short explanation of the reasons for the levy rate rollback, (to 14.03 cents per \$100 of assessed value of Class I property), and the decision by the Commission to hold a public hearing concerning the consideration to increase the levy rate to 14.30 cents per \$100 of assessed Class I property. At 6:15 pm, Commissioner Brill moved to open the public hearing as advertised and President Eglinger seconded the motion which passed. Mrs. Jill Parker addressed concerns regarding the possible rate increase. After several minutes no one else requested to speak and Commissioner Brill moved to close the public hearing. President Eglinger seconded the motion and the motion passed.

Clerk Strite presented a balanced budget, (levy estimate), based on earlier direction from the Commission, as prepared by Clerk's Deputies Bethany Billmeyer and Holly Bailey. Commissioner Brian Brill moved to approve the 2025-2026 Levy Estimate, based on the rollback levy rate of 14.03 cents per \$100 assessed valuation of Class I property. President Eglinger seconded the motion. The proposed budget was approved by a unanimous voice vote. The 2025-2026 Levy Estimate will be submitted for review by the West Virginia State Auditor's Office - Local Governments Division and published as a Class II legal advertisement in the local newspaper. The Commission will hold an official hearing in order to lay the levy on the third Tuesday in April 2025, as required in WV Code.

Project Manager Matthew Hott presented sealed bids that had been received in conjunction to the roof replacement proposals for the Extension (Old Jail) and Annex (Walter Davis Memorial Annex) buildings. Two bids were received prior to the deadline and upon opening it was determined that one bid was for the Extension Building and one was for the Annex.

Blackstone Roofing stated they would replace the flat roof on the Annex building for \$56,000 and Pownall Roofing presented a bid of \$12,805 to replace the entire standing seam roof on the Extension Building. Mr. Hott stated he felt these were fair bids from competent contractors and recommended the Commission proceed.

Commissioner Brill moved to approve the proposal from Blackstone to replace the roof on the Annex building for \$56,000. President Eglinger seconded the motion which passed.

Commissioner Brill moved to approve the proposal from Pownall Roofing to replace the standing seam roof on the Extension building for \$12,805. President Eglinger seconded the motion which passed.

Alison Jewell, Executive Director of the Hampshire County Farmland Preservation Board, presented a request for approval of a conservation easement on the Roeder Farm owned by Shane and Jenna Roeder located on Cumberland Road, (Rt. 28 N), near Romney. This easement

will protect 112.356 acres of farmland and woodland. Commissioner Brill moved that the Commission approve the Roeder easement as presented by Ms. Jewell. President Eglinger seconded the motion and the motion passed.

Official budget revision #2 to the Coal Severance Fund (#2) was presented for consideration. Commissioner Brill moved to approve official budget revision #2 to the Coal Severance Fund and President Eglinger seconded the motion. The motion passed.

Official budget revision #4 to the General Fund (#1) was presented for consideration. Commissioner Brill moved to approve Budget Revision #4 to the General Fund and President Eglinger seconded the motion. The motion passed.

The Clerk presented a request for approval of a fiduciary motion to replace Fred Ganoë, Jr., now deceased, as personal representative of the Fred Ganoë, Sr., estate. The motion included a request that the Commission issue an order for the Sheriff of Hampshire County, West Virginia to take into his possession, the estate and administer the same. Commissioner Brill moved to approve the motion and order to appoint the Sheriff to administer the estate of Fred Ganoë, Sr. President Eglinger seconded the motion and the motion passed.

The Clerk presented a request for approval of a fiduciary motion to replace Julie Montesinos-Salazar as personal representative of the Fred Ganoë, Jr., estate, upon her request. The motion included a request that the Commission issue an order for the Sheriff of Hampshire County, West Virginia to take into his possession, the estate and administer the same. Commissioner Brill moved to approve the motion and order to appoint the Sheriff to administer the estate of Fred Ganoë, Jr. President Eglinger 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 as prepared by Deputy Clerk Deborah Omps. Commissioner Brill 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. President Eglinger seconded the motion and the motion passed.

Darron Hamrick, Jr., Director of the Hampshire County Emergency Services Agency (HCESA) presented updated bylaws as proposed by the HCESA Board. The Commissioners had been sent an electronic copy of the proposed bylaws beforehand and Commissioner Brill moved to approve the bylaws as presented. President Eglinger seconded the motion and the motion passed.

In the meeting of February 25, 2025, the Commission had agreed to send a letter to the Town of Capon Bridge in regard to the ambulance station. The Capon Bridge Rescue Squad had stated they no longer had an interest in obtaining the building and the Commission communicated to the Town that the County intends to maintain emergency medical service (EMS) to Capon Bridge, but the Town might have an option to acquire the property under the initial agreement from 1978. Mr. Hamrick had discussed the matter with the Mayor of Capon Bridge and he reported that the Town's position is that they would like to have the right of first refusal if the County ceases to use the building for EMS purposes. Commissioner Brill moved to approve this arrangement and President Eglinger seconded the motion. The motion passed.

Commissioner Brill moved to ask a real estate attorney, preferably a member of Keaton Frazier, Milleson and Dante, if they would be willing, to draft a document clarifying this agreement. President Eglinger seconded the motion which passed.

President Eglinger opened the floor for public comment and Rhett Dusenbury of Congressman Riley Moore's office presented information regarding the Congressional Community Project Funding process for the fiscal year 2026.

The Clerk reminded the Commission of the request from the Hampshire County Arts Council for \$1500 for the Arts and Music Festival which was presented on February 25, 2025. The event is to be held on June 6, 2025 which is in this fiscal year and would not be dependent on next year's budget. President Eglinger moved to approve the \$1,500 request from the Hampshire County Arts Council for the Art and Music Festival. Commissioner Brill seconded the motion and the motion passed.

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

All scheduled business having been addressed, Commissioner Brill moved to adjourn the meeting. President Eglinger seconded the motion, and the motion passed. President Eglinger declared the meeting adjourned at 7:17 pm.

Note: all actions were approved by a unanimous voice vote.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regular meeting of the Hampshire County Commission was scheduled on Tuesday, April 15, 2025 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Logan Mantz, (by remote connection), and Commissioner Brian Brill were present. Commissioner Mantz was engaged through the application of virtual communications. President Eglinger asked Clerk Eric Strite to pray before the meeting. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and then called the meeting to order.

The minutes of the meeting of March 25, 2025 were presented for consideration. Commissioner Brill moved to approve the minutes as presented and Commissioner Mantz seconded the motion. The motion passed.

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

President Eglinger asked Delegate Rick Hillenbrand to speak regarding the recently concluded session of the West Virginia Legislature.

The Clerk had previously received written notice of approval, (without conditions), of the Levy Estimate for Hampshire County for the Fiscal Year July 1, 2025-June 30, 2026 from the WV State Auditor. The proposed Levy Estimate was advertised as required by law and posted on the Commission's meeting agenda as a Public Hearing in order to allow the public the opportunity for objection or to question the proposed budget for the next fiscal year. President Eglinger opened the public hearing and the Clerk read the proposed levy rates. After a reasonable amount of time when there were no comments offered, Commissioner Brill moved to approve the Levy Order which would assign the levy rates at 14.03¢/\$100 of assessed value for Class I property, 28.06¢/\$100 for Class II and 56.12¢/\$100 for Class III and IV properties for the Regular Current Expense Levy. The levy rates for the Fire Excess Levy will be set at 1.50¢/\$100 for Class I property, 3.00¢/\$100 for Class II and 6.00¢/\$100 for Class III and Class IV properties. The Library Excess Levy will be set at 0.60¢/\$100 of assessed value of Class I property, 1.20¢/\$100 for Class II property and 2.40¢/\$100 of assessed value of Class III and Class IV properties. Commissioner Mantz seconded the motion to approve the levy rates as stated and to close the Public Hearing. The motion passed by unanimous voice vote.

Tax Assessor Lacey Haines sent tax bill exonerations for consideration. Commissioner Brill moved to approve the tax exonerations as presented. Commissioner Mantz seconded the motion and the motion passed.

The Clerk had scheduled a public hearing regarding the Notice of Petition for Discharge of Claims against the Estate of Maxwell Lynn Voit. This estate was opened February 16, 2011. One claim against the estate in the amount of \$1,922.33 was submitted during the claim period. The estate did not have funds to pay the claim and no further action was taken. The Hampshire County Commission adopted a policy to resolve insolvent estates with outstanding claims effective July 1, 2018. Based on the adopted policy, the Clerk sent a certified letter to the claimant on March 14, 2025 announcing the request to discharge the claim against this estate and inviting contact to the Clerk from the claimant. The letter was returned as undeliverable and unable to forward by the Postal Service. Commissioner Brill moved to open the public hearing to hear from any claimant. Commissioner Mantz seconded the motion and the motion passed. There was no one representing the claimant to make objection and Commissioner Brill moved to order the estate be settled. Commissioner Mantz seconded the motion and the motion passed.

The Town of Capon Bridge sent a request to be able to use the Homeland Security and Emergency Management (HSEM) mass notification system, (Everbridge). Assistant Director Hope Friis stated that HSEM is in favor of this arrangement and Commissioner Mantz stated that his working relationship with the Town of Capon Bridge caused a conflict for him to participate in discussion or action on this topic and thus recused himself. Commissioner Brill moved to include Capon Bridge in the Everbridge mass notification system and President Eglinger seconded the motion. The motion passed with a vote in the affirmative from these two Commissioners and Commissioner Mantz abstained.

Becky Yokom and Susan Knibiehly, Chief Operating Officer of Eastern Community Action presented a request that the Commission adopt a proclamation making the month of May, Eastern Community Action month in Hampshire County. The proclamation was read and

Commissioner Brill moved to adopt the proclamation. Commissioner Mantz seconded the motion and the motion passed.

President Eglinger gave a review of the change order requests that had been received from The Region Eight Development Council in regard to the Health Facility. These had been arranged without additional cost to the County taxpayers, but all the Commissioners agreed that they felt that contractors need to be more respectful of the public funds.

Homeland Security and Emergency Management (HSEM) sent a line-item budget request to move approved funds in the current budget, (711), to upgrade the gas detection meters on the emergency hazmat truck. Commissioner Brill moved to approve moving \$4,000 from the travel budget line (40-214) and \$2,500 from the maintenance and repair line (40-217), to materials and supplies (55-341), for a total of \$6,500 to purchase the safety equipment. Commissioner Mantz seconded the motion and the motion passed.

Salli Martin, Field Auditor for the West Virginia State Auditor's Office, Chief Inspector's Division, presented the exit interview for the Audits of County operations for the years ending 2023 and 2024. The audits are posted on the Auditor's website.

Commissioner Mantz had circulated a proposed ordinance updating the original "Planning Committee" Ordinance adopted by the County Commission in 1986. The Commissioners agreed by consensus to refer this to the Planning Commission for their review and recommendation with the review of outside counsel if that is deemed preferable.

Matthew Hott, Project Manager for the County, requested permission to advertise for plumbing and restroom improvements for the Capon Bridge Community Complex on behalf of the Development Authority. The Development Authority has the funding to accomplish the project. Commissioner Brill moved to authorize Mr. Hott to proceed with the advertisement on behalf of the Development Authority. Commissioner Mantz seconded the motion which passed.

Commissioner Mantz suggested that bid openings may be most efficiently handled by scheduling a time outside of a County Commission meeting, allowing for Mr. Hott and a committee to provide a scheduled public bid opening and to have time for review of bid and submitted materials, prior to a presentation to the Commission.

Commissioner Mantz excused himself from the meeting at this point.

Project Manager Hott had been approached to advertise for bids to replace the roof on the old Board of Education Office. The South Branch Valley Day Report Center and the Sheriff's Office have expressed interest in sharing this space for new, better and bigger office spaces and there has been some grant money awarded for this purpose. The Commissioners have concerns that the Board of Education will need to demolish the old school buildings before completing the trade with the Development Authority, as agreed, in return for the old hospital demolition and the land where the South Branch Elementary was built. The Commissioners agreed to wait to allow time for further discussion with the interested parties.

President Eglinger allowed time for public comment, but no one spoke.

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

All scheduled business having been addressed; Commissioner Brill moved to adjourn the meeting. President Eglinger seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:31 a.m.

Note: all actions were approved by a voice vote and all were unanimous, except as otherwise noted.

Respectfully submitted, Eric W. Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, April 22, 2025 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Logan Mantz, (by telephone connection), and Commissioner Brian Brill were present. President Eglinger called on Clerk Eric Strite to offer prayer. The President then led the Pledge of Allegiance to the flag of the United States of America. President Eglinger called the meeting to order.

The minutes of the regular Commission meeting held on April 15, 2025 were presented for consideration. Commissioner Mantz moved to approve the minutes as presented. Commissioner Brill seconded the motion and the motion passed.

President Eglinger and the 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.

Tax Assessor Lacey Haines sent tax bill exonerations for consideration. Commissioner Brill moved to approve the tax exonerations as presented. Commissioner Mantz seconded the motion and the motion passed.

Sherri Unger represented the Romney Christian Ministerial Association in presenting the request that the Commission approve a Proclamation for a Day of Prayer in Hampshire County on Thursday, May 1, 2025. The Clerk read the proclamation and Commissioner Brill moved to adopt and sign the Proclamation for a Day of Prayer in Hampshire County. Commissioner Mantz seconded the motion and the motion passed. The event will be held at Memorial Park at the Town Hall.

Parks and Recreation Director Nick Carroll and Development Authority Director J. T. Hott presented information regarding upgrades that Parks and Rec have planned for Green Spring Park and Camp Walker, utilizing Development Authority low interest financing in the amount of about \$50,000. Mr. Carroll stated that the focus will primarily be on increasing the utilization of the Green Spring Park and Camp Walker by offering a few primitive camping options and upgrading or adding playground features at selected sites. There was discussion regarding the Commission funding the project rather than the Development Authority. It was suggested that this may be a possibility after closer analysis of upcoming budgets and future planning. All were in agreement that this is a good project and direction for the parks. No further action occurred.

A right of way agreement was presented for the Central Hampshire Public Service District to redirect the public water line around the new emergency services building on Sunrise Boulevard. Commissioner Mantz moved to approve the right of way and authorize the President to sign the document. Commissioner Brill 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 as prepared by Deputy Clerk Deborah Omps. Commissioner Brill 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 Mantz seconded the motion and the motion passed.

President Eglinger offered an opportunity for public comment and Mark Haines spoke regarding a planned educational meeting for education about the proposed power line project that has been proposed by NextEra Energy. The meeting is planned for May 14<sup>th</sup> at the Capon Bridge Community Complex from 7 – 9 pm.

The expense invoices of the County were presented for review by the Commissioners as prepared by Deputy Clerks Bethany Billmeyer and Holly Bailey. Commissioner Brill moved the invoices be paid as presented. Commissioner Mantz seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Brill moved to adjourn the meeting. Commissioner Mantz seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 6:42 pm.

Note: all actions were approved by a voice vote and all were unanimous.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.