

A regular meeting of the Hampshire County Commission was scheduled on Tuesday, December 16, 2025 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Logan Mantz, and Commissioner Brian Brill were present. 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 November 18, 2025 were presented for consideration. Commissioner Mantz moved to approve the minutes as presented and Commissioner Brill seconded the motion. The motion passed.

President Eglinger stated he had nothing to report that would not be covered in the agenda topics and yielded his time to Mr. Rhett Dusenbery who represents Congressman Riley Moore. Mr. Dusenbery extended greetings from the Congressman and offered to help as needed.

Commissioners Mantz and 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.

Grant writer Rolf Ronken was away for training and asked the Clerk to present the contract and resolution for the recently awarded Courthouse Facilities Improvement Authority (CFIA) grant. This grant will be used for lighting upgrades to the Courthouse and is a phase II piece to the recently completed CFIA grant which installed new power and wiring in the building. Commissioner Mantz moved to authorize President Eglinger to sign the necessary documents and Commissioner Brill seconded the motion. The motion passed.

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 on a unanimous vote.

Assessor Haines sent a letter introducing a new flyover to upgrade and update the parcel viewer and mapping applications. She has most of the funding in her resources, but would like some assistance. This came as a letter and was not a posted agenda item so no action was taken, but it may be revisited at a future meeting.

The Clerk suggested to the Commission that there may be uncertainty regarding the State Holiday schedule after Christmas and New Year's Day and this may impact the first available day for the Commission to meet for the purpose of selecting a new President and setting a calendar of meeting dates for the year of 2026. The Commission agreed by consensus to meet on Monday, January 5, 2026 at 9 am for the purpose of selecting a President and setting the calendar.

Members of the Hampshire County Library Board, Steve Moreland and Nancy Meade presented a request to run a library levy on the Primary Election ballot which will be held on May 12, 2026. There was some discussion regarding the levy rates and the Clerk will assist in the preparation of a levy order for approval by the Commission in January of 2026.

A Public Hearing was scheduled and advertised in regard to the Hampshire County Board of Health Ordinance that was proposed at the last Commission meeting. President Eglinger opened the Public Hearing and invited the public to make comment. Director Wilkins stated that her office had not received any feedback in response to the advertisement. No one commented in the hearing and President Eglinger closed the public hearing. Commissioner Mantz moved to adopt the Ordinance as published and Commissioner Brill seconded the motion. The motion passed. Commissioner Mantz suggested a coordination between the Health Department and the Prosecutor to iron out enforcement matters.

The Central Hampshire Public Service District (CHPSD), represented by Duanne "Punkin" Oates, Treasurer, David Coyle, Chair and Derrick Staggs, General Manager, presented a request for help in purchasing a mini-excavator for the department. The CHPSD stated their case for owning instead of renting or hiring a machine and stated that they would work cooperatively with the County Maintenance staff on projects. Commissioner Brill moved to award \$20,000 to the CHPSD to help them obtain favorable terms to lease/own a Cat 304 min-excavator. Commissioner Mantz seconded the motion and the motion passed.

In the November 18, 2025 meeting, the Commission voted to retain the services of Mr. Kenneth Barton of Steptoe and Johnson to act as General Counsel to the Commission in the process of the possible sale of the Hampshire Health Center facility. Attorney Barton came to discuss how the offering might proceed. Mr. Barton stated the Commission is correct in their

understanding that a sale must occur in an auction process which could involve an agent facilitating the auction, (for a substantial fee), or could be publicized and handled in a more traditional auction setting by the Commission. Commissioner Mantz stated that in accordance with WV Code § 7-3-3, he moved that the President of the County Commission be authorized to sell Hampshire Center to the highest bidder in excess of \$11,700, under such terms and conditions that the President deems advisable. Commissioner Brill seconded the motion and the motion passed. The Commission agreed that Commissioner Mantz will continue to be the primary contact with Mr. Barton for the Commission.

President Eglinger asked for a motion to move the agenda topics on the agenda and Commissioner Mantz moved to have the Cacapon Neuter Trap Return (CNTR) representatives give their presentation before the topic previously scheduled. Commissioner Brill seconded the motion and the motion passed.

Marie O'Hagan, Director of the Cacapon Neuter Trap Return (CTNR) gave an overview of the problem of the feral cat population in Hampshire County and told of their efforts to help alleviate this situation, which has addressed four-hundred (400) cats in Hampshire County so far this year. Documentation of Community support was also presented. Director O'Hagan is hoping for an annual contribution which could help with a match of up to \$10,000 from WV Department of Agriculture. Commissioner Mantz began a motion which he later withdrew as discussion continued and the Commission agreed to continue consideration of support as more information is developed.

The topic of OEM (Office of Emergency Management) Software rollout and administrative review was introduced and President Eglinger suggested that executive session be considered due to possible personnel issues. Commissioner Brill moved to go into executive session and President Eglinger seconded the motion. Commissioner Brill and President Eglinger voted for the motion and Commissioner Mantz voted nay.

The Commission adjourned to executive session at 10:40 and returned at 11:27 am and stated that no decisions were made and no actions taken.

Commissioner Mantz stated that there had been complications involved in the software rollout and the Commission has an obligation to all employees to provide a correct review of concerns and processes. Commissioner Mantz then moved to request that the HCESA (Hampshire County Emergency Services Agency) Board review allegations on rollout concerns and other situations and report back to the Commission with findings of fact. 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. 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 on a unanimous vote.

Commissioner Brill reported that Marie Sowers had resigned from the Parks and Recreation Board after serving ten years on that board. The Parks and Recreation Board had recommended Marsha Sowers to replace her and the Commissioner Brill then nominated Marsha Sowers to fill the unexpired term of Marie Sowers. Commissioner Mantz seconded the motion and the motion passed.

President Eglinger offered the public an opportunity to speak. Tom Butcher of First Energy introduced himself and offered to help the Commission to work through any interactions with the local electricity provider.

Mr. Cole Roomsburg, who is employed with HCESA, as a Paramedic, spoke in support of the agency.

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.

All scheduled business having been addressed; Commissioner Mantz moved to adjourn the meeting. Commissioner Brill seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 11:45 a.m.

Respectfully Submitted, Eric Strite, Hampshire County Clerk.