

A scheduled meeting of the Hampshire County Commission was held on Monday, January 4, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Robert Q. Hott, Commissioner Brian W. Eglinger and newly elected Commissioner David Cannon were present. President Hott led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Christian Ministerial Association offered prayer. President Hott then called the meeting to order.

Commissioner Cannon nominated Brian Eglinger to serve as President for the year of 2021. President Hott seconded the motion and the motion passed. Brian W. Eglinger was elected President of the Hampshire County Commission for the year of 2021 with the passage of this motion. President Eglinger and Commissioner Hott switched seats and President Eglinger thanked President Hott for his years of service as President and stated that he had established a fine precedent in how he had served in the role of President.

The minutes of the Commission meeting held on December 15, 2020 were presented. Commissioner Robert Hott moved to approve the minutes as presented. Commissioner David Cannon seconded the motion and the motion passed.

President Eglinger 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 and Commissioner Cannon stated he looks forward to serving Hampshire County.

The Clerk presented a suggested list of regular meeting dates for the Hampshire County Commission for 2021. The Commission reviewed the list and discussed how to add evening meetings as approved in the previous year. After some discussion, Commissioner Hott moved that the second meeting for the months of February, March, May and June, be held in the evening with the meetings to begin at 6 pm. Commissioner Cannon seconded the motion and the motion passed. After further discussion, Commissioner Cannon moved to approve the full meeting calendar for the year of 2021 as follows: January 12 and 26, February 9 and 23 with the 23rd at 6 pm, March 9 and 23 with the 23rd at 6 pm, April 6 and 20, May 11 and 25 with the 25th at 6 pm, June 8 and 22 with the 22nd at 6 pm, July 13 and 27, August 10 and 24, September 14 and 28, October 12 and 26, November 16 and December 21. All meetings will begin at 9 am unless otherwise noted. Commissioner Hott seconded the motion and the motion passed. President Eglinger emphasized these will be regular business meetings with agenda items scheduled and posted in the normal manner.

President Eglinger reviewed the list of committee assignments for the year. President Eglinger will represent the County Commission on the Hampshire County Board of Appeals, Hampshire County Parks and Recreation Department Board, Hampshire County Emergency Services Agency (HCESA) Advisory Board, the Broadband Coalition, the Convention and Visitor's Bureau, and the Recycling Committee which is still in organization.

Commissioner Hott will serve on the Central Hampshire Public Service District Board, the Region 8 Planning and Development Authority, Region 8 Solid Waste Authority, Potomac Valley Transit Authority, Hampshire County Farmland Preservation Board and the WVU Extension Service Committee.

Commissioner Cannon will serve on the Hampshire County Commission on Aging, Hampshire County Planning Commission, Hampshire County Historic Landmarks Committee, Hampshire County Development Authority, South Branch Valley Day Report Center Board and the West Virginia Region 7 Workforce Investment Committee.

Commissioner Hott moved to approve the committee assignments as presented and Commissioner Cannon seconded the motion. The motion passed.

Assessor Norma Wagoner sent a list of suggested dates for the Board of Review and Equalization for 2021 in conformity with WV Code §11-3-24. Commissioner Hott moved that the Commission will begin sitting as the Board of Review and Equalization on February 1, 2021, then continuing on February 5, February 10 and February 16, at which point the Board may adjourn sine die if the work is completed. Each session is to commence at 9:00 am. Commissioner Cannon seconded the motion and the motion passed.

Sheriff Nathan Sions requested that the Commission consider restructuring the pay scale for the Deputy Sheriff positions. Recruiting and retaining trained, qualified personnel has become an increasingly bigger problem over time. The Sheriff asked that each position receive a \$6,000 per year increase on the base pay and that the Civil Service scale be adjusted accordingly. The Sheriff proposed that the needed funds for this increase come from the CARES

Act grant funds which have been received in reimbursement for salaries and overtime of Deputies from March through October of 2020. The funds that have been received are adequate to cover six years at the increased level of pay. There was discussion regarding holding about 15 % of the received funding in anticipation of building a safety building. Sheriff Sions stated that it is most likely that there will be additional grant funds coming for reimbursement of November and December salaries. Commissioner Cannon moved to approve the Sheriff's requested salary increase with the expressed intention to hold the November and December CARES Act grant reimbursements while a safety building is given consideration. Commissioner Hott seconded the motion and the motion passed.

Sheriff Sions is also the E911 Director and he stated that management of the 911 Center, its personnel and operations, would be improved with the addition of someone in the position of Chief of Operations to provide this guidance. Deputy Sheriff Lieutenant Jamie Carter will take over these duties, while remaining a member of the Sheriff's Department and continuing many of the community outreach and training activities in the Department. Sheriff Sions requested that \$55,000 of Lieutenant Carter's salary be transferred from the 911 budget in order to reflect this realignment of his time. 911 Director Sions assured the Commission that the 911 funding is adequate to accommodate this transfer. Commissioner Hott moved to approve the budget adjustment as requested by the Director. Commissioner Cannon seconded the motion and the motion passed.

E911 Director Sions then asked the Commission to consider a \$2,500 per year increase on the base pay of 911 Dispatchers, relating that high stress job situations and very competitive pay in neighboring jurisdictions cause great difficulty in attracting and retaining good dispatchers. Director Sions also stated that the 911 funding is sufficient to cover this pay increase. Commissioner Hott moved to approve the Director's request as presented and continued by adding that the dispatchers should be commended for their professionalism in handling emotionally charged situations and arranging for help. Commissioner Cannon seconded the motion and the motion passed.

The letter to the Federal Communication Commission (FCC), which was approved at the last meeting and drafted by Aaron Cox, was presented and signed.

The Clerk presented a request from the Assessor asking the Commission to send a letter to authorize the State Tax Department to adjust mineral values for a limited period in 2021. Commissioner Hott moved to authorize the State Tax Commission to make adjustments to Hampshire County's mineral values until January 31, 2021. Commissioner Cannon seconded the motion which then passed. The Clerk will notify the State Tax Department of this action.

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

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:49 am.

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

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, January 12, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Gary Smith of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on January 4, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

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

E-911 Director Nathan Sions sent resignation letters from dispatchers Mallory Corbin and Jennifer Bishoff. Commissioner Hott moved to accept the resignation letters as presented and Commissioner Cannon seconded the motion. The motion passed.

The Community Development Block Grant (CDBG) program has begun requiring monthly progress reports on funded activities. At this point, the Capon Bridge Broadband Expansion Project is the only active CDBG project in Hampshire County. The total amount to report this month is \$0 and Commissioner Hott moved to authorize President Eglinger to sign the report documents. Commissioner Cannon seconded the motion and the motion passed.

Beverly Keadle, Mayor of the Town of Romney, presented a request for approval of the Annexation without Election of a 6.6299-acre tract, contiguous with the town limits of the Town of Romney, known as Valley View Farm and owned by Robert E. Mayhew. The process of Annexation without Annexation is authorized in the WV Code §8-6-4. Mr. Mayhew was also in attendance and helped address questions from the Commission. After some discussion, the Commissioners agreed that they would like to have the requested action reviewed by the County Attorney. Commissioner Hott moved to table the consideration of the request for Annexation without Election until the February 9, 2021 meeting to allow time for the County Attorney to provide some direction. Commissioner Cannon seconded the motion and the motion passed.

Grant writer Erin Timbrook, presented grant award acceptance documents for a \$25,000 grant from the Homeland Security Grant Program. This grant will be used to purchase a laser scanning tool for the Sheriff's Department to identify drugs and unknown substances. Commissioner Hott moved to authorize the President to sign the grant acceptance documents and Commissioner Cannon seconded the motion, which then passed on a voice vote.

Eileen Johnson, Executive Director of the Hampshire County Economic Development Authority (HCEDA), presented information regarding a grant the HCEDA is applying for to accomplish the remediation and demolition of the old hospital building. This grant will be through the CDBG program and the Region 8 Development Authority. The Hampshire County Commission will be the recipient or Project Sponsor. Ms. Johnson explained that the grant process requires two public hearings and approval by the Commission after the second hearing. She asked the Commission to hold a special meeting to consider the approval of the grant application after the second public hearing which will be held at 8:00 am on Thursday, January 28, 2021. Commissioner Hott moved to post the notification of a special meeting of the Hampshire County Commission to be held at 9:00 am on January 28, 2021 in the courtroom of the Courthouse. Commissioner Cannon 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 Cannon seconded the motion and the motion passed.

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

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, January 26, 2021 at 11:00 a.m. in the courtroom of the Hampshire County Courthouse. (The meeting began late due to a two-hour weather delay for all Hampshire County government this morning.) President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Jim Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on January 12, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Hott moved to approve the requested exonerations as recommended and Commissioner Cannon seconded the motion. The motion passed.

Sheriff Nathan Sions sent letters requesting the final approval of several personnel actions by the Commission. Sheriff Sions appointed John P. Alkire as Chief Deputy effective January 1, 2021 and rehired John D. Smith as Deputy Sheriff. Monthly salaries were stated in the letters. Sheriff Sions also notified the Commission that Becky Lewis resigned from her position in the Treasurer's office effective January 29, 2021 and included her accrued unused vacation time. Commissioner Hott moved to approve the Sheriff's personnel actions and Commissioner Cannon seconded the motion. The motion passed on a unanimous voice vote.

Terry Puffinburger, Director of Operations for Hampshire County Emergency Services Agency (HCESA), presented a report on the activities of the agency with statistics for the year 2020. Mr. Puffinburger went on to present some ideas and goals the HCESA Board has for the new year and stated that the County ambulance service is enjoying very good cooperation with all the volunteer agencies. The Commissioners commended all the parties involved on the accomplishments and willingness to work together to provide the citizens of Hampshire County with quality emergency care.

Mr. J. Darby Clayton, Assistant Deputy State Highway Engineer – Operations, introduced J. Lee Thorne, District Five Engineer/Manager as well as other key members of the District Five management staff. Mr. Clayton also introduced Chris M. Corbin and Paul "PJ" Clem who are now local county supervisors. Mr. Thorne discussed state road projects that pertain to Hampshire County.

Angie Curl, Project Specialist with Region 8 Planning and Development Council, presented the Purgitsville Water Project grant application. President Eglinger read the project description and resolutions aloud and Commissioner Hott moved to authorize the President to sign the resolution and application forms. Commissioner Cannon seconded the motion and the motion passed.

Alison Jewell, Director of the Hampshire County Farmland Preservation Board, was unable to attend due to the weather, but had scheduled a request to approve a preservation easement on 156.203 acres of active farmland and woodland located on Rt. 127 near Bloomery and owned by Harold and Shirley Omps. Commissioner Hott moved to approve the Omps easement and Commissioner Cannon seconded the motion. The motion passed.

Hampshire County Sheriff Nathan J. Sions sent a letter stating that he has designated himself and the Deputies of his office to be 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 by including with the minutes. Commissioner Cannon seconded the motion and the motion passed.

Sheriff Sions sent a letter requesting final approval of Sierra D. Fitzwater and Dakota J. Smith to be appointed to probationary 911 Dispatcher effective January 27 and 30, 2021 respectively. Commissioner Hott moved to approve the request and Commissioner Cannon seconded the motion which then passed on a voice vote.

Commissioner Cannon moved that the Hampshire County Commission appoint Commissioner Hott to serve as a representative of Hampshire County on the Eastern West

Virginia Community Action Agency and Commissioner Hott seconded the motion. The motion passed.

Megan Shanholtz, Director of the Hampshire County Public Library notified the Commission that long-time Library Board member Tom Williams has retired from the board and she asked that Mary Hamblin be appointed to fill his term. She stated that Ms. Hamblin would bring financial skills and has stated a willingness to serve. Commissioner Hott moved to appoint Mary Hamblin to the Hampshire County Public Library Board to fill Tom Williams term which expires June 30, 2024. Commissioner Cannon 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 including two Fiduciary Commissioner recommended orders. 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 Cannon 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 Cannon seconded the motion and the motion passed.

President Eglinger gave the other Commissioners an update on the collection of the delinquent ambulance fee bills. The first forty have been entered in the Magistrate Court process and papers have been served on these accounts.

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 12:56 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, February 9, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meetings held on January 26, 2021 and the special meeting of January 28, 2021, were presented for consideration. Commissioner Cannon moved to approve both sets of minutes as presented. Commissioner Hott seconded the motion and the motion passed.

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

In their discussions of citizen concerns, the topic of delayed mail items was a common theme. Commissioner Hott moved to draft a letter from the Commission to State and local representatives and other concerned parties, to urge correction of this problem. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Hott moved to bring the consideration of the annexation of Mr. Mayhew's 6.629-acre tract to the Town of Romney back from the table as placed there in the January 12, 2021 meeting. Commissioner Cannon seconded the motion and the motion passed. Mr. Mayhew asked to speak regarding an ongoing right of way dispute with an adjoining landowner and stated that the right of way situation is in no way related to the request for annexation to the Town of Romney. The Commission asked Hampshire County Prosecuting Attorney Rebecca Miller for the results of her investigation and she advised that there is no problem with proceeding with the certification. Commissioner Hott moved that the Hampshire County Commission certify the annexation of the 6.6299-acre tract contiguous with the Town of Romney and known as Valley View Farm as requested. Commissioner Cannon seconded the motion and the motion passed.

Mayor Keadle requested permission to plant about four to six trees on the land owned by the Commission at the Romney Senior Center. This will be part of an effort to manage storm water and mitigate runoff that impacts the Chesapeake Bay. Commissioner Hott moved to approve the tree planting and asked that the Committee on Aging be given curtesy information. Commissioner Cannon seconded the motion and the motion passed.

Mayor Keadle had some questions regarding the package sewage plant in Harvest Hills in relation to the town's sewer plant operation. The Harvest Hills plant is operated by the Central Hampshire Public Service District.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

The Community Development Block Grant (CDBG) monthly draw down reports for the Capon Bridge Broadband project were presented. Commissioner Hott moved to authorize President Eglinger to sign the documents and Commissioner Cannon seconded the motion which passed.

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

Robin Mills asked to speak regarding a rate increase approved by the Public Service Commission for Apple Valley Waste.

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

All scheduled business having been addressed, Commissioner Hott 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 regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, February 23, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. (This meeting was scheduled when the calendar of regular meetings was set on January 4, 2021.) President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Jim Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on February 9, 2021 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Hott moved to approve the requested exonerations as recommended and Commissioner Cannon seconded the motion. The motion passed.

The Sheriff's Settlement was presented as prepared by the Treasurer's office. This Settlement is a reconciliation and statement of accounts when the elected officer holder changes. Commissioner Hott moved to approve the Sheriff's Settlement as presented. Commissioner Cannon seconded the motion and the motion passed.

Cary Ours of the South Branch Valley Day Report Center (SBVDRC) presented the grant application for the annual operational funding of the Day Report Center as well as the memorandum of understanding (MOU) between the participating counties of Pendleton, Hardy and Hampshire. Ms. Ours stated that the match funding requirement will remain the same for each of the Counties and she reported on the additional grant funding she has obtained and the added services that have resulted. This grant is through the Community Criminal Justice Division of Community Corrections in the amount of \$190,000. Commissioner Hott moved to approve the grant application and authorize the President to sign the application. Commissioner Cannon seconded the motion which then passed. Commissioner Cannon moved to authorize the President to sign the MOU with the partnering Counties of Hardy and Pendleton. Commissioner Hott seconded the motion and the motion passed.

Sheriff and Treasurer of Hampshire County, Nathan J. Sions, sent a letter requesting approval of the hiring of Ms. Judy Judy to serve as a Tax Deputy in the Capon Bridge Treasurer's office. Commissioner Cannon moved to approve the hiring of Ms. Judy and Commissioner Hott seconded the motion. The motion passed.

Sheriff Sions also sent a letter requesting approval of an off frequency pay increase for staff in the Treasurer's office utilizing funds already available in his budget. Commissioner Hott moved to approve the Sheriff's request and Commissioner Cannon seconded the motion. The motion passed.

Sheriff Sions also sent a letter and supporting documents requesting to remove the requirement that the Bhavana Society submit quarterly Hotel/Motel Tax returns to the County as they no longer collect any fees and do not meet the definition of a hotel/motel operation under the Ordinance. Commissioner Cannon moved to approve the request to remove the Bhavana Society from the Hotel/Motel tax rolls. Commissioner Hott seconded the motion and the motion passed.

Logan Mantz presented a request from the Capon Bridge Revitalization Group for a letter of support from the Commission as they seek funding from a grant provider to finance the first of six planned and sequential beautification and improvement projects in the School Street area of Capon Bridge. Commissioner Cannon moved to authorize the President to sign the letter of support and Commissioner Hott seconded the motion which passed.

County resident David Floyd had asked to be placed on the agenda to ask express concerns regarding funding for the Potomac Center students when they attend Hampshire County schools. President Eglinger had done some research in preparation for the meeting and

was able to inform Mr. Floyd of some progress that has been made through cooperative efforts of the Potomac Center management and the Superintendent Pancione.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement including two Fiduciary Commissioner recommended orders. 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 Cannon seconded the motion and the motion passed.

President Eglinger allowed additional comments from the audience which mostly revolved around the Potomac Center matters previously discussed, with several suggestions made.

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

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:36 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, March 9, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on February 23, 2021 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 the Community Development Block Grant (CDBG) monthly drawdown documentation on behalf of the Region 8 Development Authority. The total amount of funds drawn this month is \$0 and Commissioner Hott moved to authorize the President to sign the drawdown documentation. Commissioner Cannon seconded the motion and the motion passed.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

Sheriff Nathan Sions came to request the Commission consider naming the Hampshire County Animal Shelter in honor of retired Animal Control Officer Colonel David M. Gee. Sheriff Sions proposed naming the facility the "Col. D. M. Gee Animal Shelter". The Commissioners discussed the remarkable service that Colonel Gee provided to Hampshire County over his twenty-two years of service and Commissioner Hott moved to approve the naming of the animal control building at 155 Kerr Drive to be known as the Col. D M Gee Animal Shelter. Commissioner Cannon seconded the motion and the motion passed.

Deputy Clerk Lillian Largent presented the revenue aspects of the 2021-2022 Levy Estimate or County budget.

Sheriff and Treasurer Sions was the first department head to present the budget requests for the various departments of his responsibility.

The other elected officials and department heads continued with the budget requests including Peg McMaster of the Capon Bridge Founder's Day Festival, and Doug Pixler of the Potomac Valley Transit Authority and several other county entities which submitted requests by letters.

The Commission discussed the earlier plan to remove the trees on the Courthouse property along Rt. 28 North because of the excessive growth into the utility lines. It had initially been thought that the trees could be removed at no cost, but that has not developed. Estimates are being obtained for future consideration by the Commission.

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

At 10:50 am, Commissioner Hott moved to recess until the next appointment at 11:20 am. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger call the Commission meeting back into session at 11:20 and Prosecuting Attorney presented the budget request for her Department.

Attorney Richard Gay has been advising the Commission in regard to the ambulance ordinance and collections of delinquent fees. Attorney Gay was scheduled to discuss the position of the Romney Public Housing Authority that those residents should not be responsible for the user fee. Commissioner Hott moved to go into executive session to discuss this pending legal situation under WV Code §6-9A-4. Commissioner Cannon seconded the motion and the motion passed at 11:30 am.

President Eglinger called the meeting back into regular session at 12:07 pm and stated that no decisions were made and no actions taken.

Commissioner Robert Hott moved to make sure that the Romney Public Housing Authority has received a letter specifically asking for names and address of tenants (ambulance users) for billing purposes. Commissioner Cannon seconded the motion and the motion passed.

The Commission discussed the next steps in the budget process and also requested that the Building Commission be scheduled to present specific plans and projected costs to finish the Courtroom as discussed in late 2020.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 12:18 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, March 23, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on March 9, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 Region 8 Development Authority sent the annual Fair Housing Resolution declaring April as Fair Housing Month and stating the Hampshire County Commission's commitment to equal opportunity and fair housing for everyone. Commissioner Robert Hott moved to authorize the President to sign the Fair Housing Resolution and Commissioner David Cannon seconded the motion. The motion passed on a voice vote with all in the affirmative.

Trina Cox spoke on behalf of the Hampshire County Parks and Recreation Bluegrass Festival Committee. After a one-year hiatus due to the Covid pandemic, the South Branch Bluegrass Festival is planning to present the 12th annual festival on the fourth Saturday in June. Governor Justice announced that fairs and festivals are being encouraged with the application of prudent safety measures which will be announced soon. The Commissioners all agreed and encouraged the Committee to proceed under the expected guidelines.

Assessor Norma Wagoner's office had prepared a single tax exoneration for consideration by the Commission. Commissioner Hott moved to approve the requested exoneration as recommended and Commissioner Cannon seconded the motion. The motion passed.

Sheriff Nathan Sions requested final approval of the hiring of Paige Sentelle to a full-time 911 Dispatcher position effective March 22, 2021. Commissioner Cannon moved to approve the Sheriff's recommendation and Commissioner Hott seconded the motion which then passed on a unanimous voice vote.

The Clerk reminded the Commission of the item of old business regarding the removal of the Maple trees on the Courthouse grounds along Rt. 28. Two estimates have been obtained in the amounts of \$4,000 and \$2,350. The low bidder is the same company that removed the Dutch Elm trees from the front of the Courthouse in 2011 and is a Hampshire County business with a solid reputation. Commissioner Cannon moved to approve the lower bid submitted by Sky View Tree Experts and Commissioner Hott seconded the motion. The motion passed.

Compliance Officer Amanda Barnes presented cell tower applications for renovations to towers on Cher-Bet Drive and the Bald Knob tower located on Juanita Timbrook's property. The applicant is American Tower Corporation and they will be doing tower repairs and antenna revisions at both locations. Commissioner Hott moved to approve the applications and Commissioner Cannon seconded the motion which was then passed.

County Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement as well as the list of appointments made under the authority of the Commission since the last meeting. 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 Cannon seconded the motion and the motion passed.

Brian Malcolm and Terry Puffinburger of Hampshire County Emergency Services Agency (HCESA) presented a recommendation from the HCESA Board to have the Dodge ambulance refurbished at a cost of \$158,000. Mr. Malcolm explained that the mileage on the unit has accumulated to the point that it is nearing the end of the expected useful life and a new replacement would cost in excess of \$220,000 and would take over a year to build. The refurb would entail a total replacement of the truck itself with a new Ford F450 chassis and cab while the body would be refitted with a new HVAC unit and rewired. This process will bring significant savings and be accomplished in three months resulting in the equivalent of a brand new, four-wheel drive ambulance. The funds will come from the ambulance transport fund.

Commissioner Cannon moved to approve the request and recommendation from the HCESA Board. Commissioner Hott seconded the motion and the motion passed.

The HCESA also asked for approval to advertise for an individual to act as a project manager for the anticipated construction of the HCESA squad building. The Commissioners reviewed the proposed advertisement and Commissioner Cannon moved to approve the advertisement. Commissioner Hott seconded the motion and the motion passed.

Mr. Malcolm continued as Director of Emergency Management and Homeland Security along with William Pownell of the West Virginia Division of Forestry. These gentlemen presented a request to relocate a weather station which is currently operated by the Division of Forestry on Nathaniel Mountain, near the fire tower, to property owned by the County near the Animal Shelter. Pownell and Malcolm stated that the current location of this weather station is not typical of most of Hampshire County so the information generated from Nathaniel Mountain is not useful for monitoring fire conditions or other applications. The Augusta location will provide much more practical information which will benefit the emergency agencies and others who utilize and monitor weather information. Commissioner Hott moved that the Hampshire County Commission enter a memorandum of understanding (MOU) with the WV Division of Forestry regarding the location of this weather station to the Augusta property on Dolan Drive. Commissioner Cannon seconded the motion and the motion passed.

Deputy Clerk Lillian Largent presented a balanced budget, (levy estimate), based on earlier direction from the Commission. Commissioner Robert Hott moved to approve the 2021-2022 Levy Estimate, as presented by Deputy Clerk Largent, and Commissioner Cannon seconded the motion. The proposed budget was approved by a unanimous voice vote. The 2021-2022 Levy Estimate will be submitted for review by the West Virginia State Auditor's Office - Local Governments Division, published as a Class II legal advertisement in the local newspaper and the Commission will hold an official hearing in order to lay the levy on the third Tuesday in April 2021.

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

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:31 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, April 6, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Gary Smith of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on March 23, 2021 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented. Commissioner Hott seconded the motion and the motion passed.

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

Reverends Jim Mou and Gary Smith 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 Thursday, May 6, 2021. Rev. Mou also requested the use of the Courthouse porch and front steps from noon to 12:30 for the local observation. President Eglinger read the Proclamation as presented. The Proclamation will be printed in the Hampshire Review and posted in the Courthouse. Commissioner Hott moved to approve the Proclamation for the Day of Prayer and to authorize the use of the Courthouse porch and steps. Commissioner Cannon seconded the motion and the motion passed on a unanimous voice vote.

Attorney Jonathan Brill presented a request from the Hampshire County Building Commission regarding the completion of the second Courtroom in the Judicial Center which had been discussed in the later part of 2020. The Building Commission also requested that Stephen W. Moreland be appointed to the unexpired term of Donald Peters. Mr. Moreland has expressed willingness to serve in this capacity. This term will expire June 30, 2024. Commissioner Hott moved to appoint Mr. Moreland to the unexpired term of Donald Peters on the Building Commission and Commissioner Cannon seconded the motion. The motion passed.

Commissioner Robert Hott moved that the Commission should go into executive session as provided in WV Code §6-9A-4 because of contractual negotiations that could be impacted by the discussion. Commissioner Cannon seconded the motion and the motion passed. President Eglinger declared the meeting in executive session at 9:24 am.

At 9:42am, President Eglinger declared the meeting back in regular session and stated that no decisions had been made and no actions taken.

Commissioner Hott made a motion that the Hampshire County Commission task the Hampshire County Building Commission to proceed with the completion of the Courtroom II project with the first step being to prepare a request for proposal (RFP) for consideration by the County Commission. Commissioner Cannon seconded the motion and the motion passed.

The Commission had received a request by letter from Mrs. Milda Mullens to use the Courtroom for an Eagle Scout presentation May 15, 2021. The Commission signed a letter giving permission to use the room for this event and thanking her for her work with Scouting.

Magistrate Rohrbaugh sent a letter requesting to have the carpeting in the Magistrate Suite professionally cleaned and also the air ducts as well. The Commissioners agreed.

Commissioner Hott moved that a letter be sent to all department heads directing that requests for repairs or extra maintenance activities be communicated to the Commission through the Clerk by letter. Commissioner Cannon 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 Cannon seconded the motion and the motion passed.

The process for the contract renewal for the inspection service provider for Building Code inspections was discussed.

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:06 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, April 20, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger and Commissioner Robert Q. Hott were present and constituted a quorum. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on April 6, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. President Eglinger seconded the motion and the motion passed.

President Eglinger 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.

President Eglinger stated that he would like to have a Recycling Committee meeting on Tuesday, April 27, 2021 in the Courtroom to discuss ideas and possible directions for recycling in Hampshire County.

Sheriff Sions sent a letter stating that Joshua Burkett's employment with Hampshire 911 was terminated on April 13, 2021 and specified the accrued vacation time that he has earned and will be paid. Commissioner Hott moved to approve the employment termination notice and President Eglinger seconded the motion which passed.

The Clerk had previously received notice of approval of the Levy Estimate for Hampshire County for the Fiscal Year July 1, 2021-June 30, 2022 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, but there were no comments offered. After a reasonable amount of time, Commissioner Hott moved to close the Public Hearing and to go ahead and approve the Levy Order which would assign the levy rates at 14.30¢/\$100 of assessed value for Class I property, 28.60¢/\$100 for Class II and 57.20¢/\$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. President Eglinger seconded the motion to close the public hearing and to approve the levy rates as stated. The motion passed by unanimous voice vote.

Compliance Officer Amanda Barnes presented a cell tower renovation permit application for upgrades to a cell tower on Nathaniel Mountain. Commissioner Hott moved to approve the permit application as presented and President Eglinger seconded the motion. The motion passed.

Ms. Barnes then presented community recertification paperwork to keep Hampshire County in compliance with the National Floodplain Insurance program. Commissioner Hott moved to approve the recertification application and President Eglinger seconded the motion. The motion passed.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Hott moved to approve the requested exonerations as recommended and President Eglinger seconded the motion. The motion passed.

Ambulance fee exemptions were presented as recommended by the Treasurer's office due to various errors in billing. After consideration, Commissioner Hott moved to approve the recommended exemptions and President Eglinger seconded the motion. The motion passed.

Three applicants had responded to the advertisement for the Project Manager position and were scheduled for interviews. Commissioner Hott moved to conduct the interviews in executive session as allowed under WV Code §6-9A-4. President Eglinger seconded the motion and the motion passed.

President Eglinger called the meeting back into regular session and stated that no decisions had been made and no actions taken.

Commissioner Hott stated that Mr. John Smith had resigned from the Central Hampshire Public Service District Board and the Commissioner nominated David P. Coyle to fill the unexpired term. President Eglinger seconded the nomination and Coyle's nomination was passed on a voice vote.

Deputy County Clerk Tina Ladd presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement as well as the list of appointments made under the authority of the Commission since the last meeting. 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. President Eglinger 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. President Eglinger seconded the motion and the motion passed.

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

Respectfully submitted, Eric W Strite, Hampshire County Clerk, (from notes taken by Tina R. Ladd, Deputy Clerk).

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, May 11, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on April 20, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

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

Sheriff and Treasurer of Hampshire County Nathan Sions came with Tax Deputies Jacquelin Wolford and Shirley Trimble to request funding for a new piece of machinery to insert mailing material into envelopes. This unit gets a lot of use when the tax bills and EMS bills are mailed to the taxpayers and has become worn and unreliable. Sheriff Sions stated that the new unit they would prefer is from Komax Business Systems and is less expensive than the equivalent unit from PitneyBowes. The Sheriff stated that with funding from his budget and participation from the HCESA (Hampshire County Emergency Services Agency) Board, they are requesting \$10,200 from the Commission to complete the purchase. Commissioner Hott moved to approve the request and that the Commission provide the requested funding. Commissioner Cannon seconded the motion and the motion passed.

While the Treasurer and his staff were present, President Eglinger asked for consideration of the needed HCESA account which will be used to gather partial payments specifically for those delinquent accounts which have entered the collection process in the Magistrate Court. The Treasurer's office is not able to accept partial payments so this will allow HCESA to accumulate the required total due, then pay the Treasurer satisfying the indebtedness and clearing the account. The new account will be a two-signature account established and maintained by HCESA and not a County Fund which must be reported on the financial statement. Commissioner Hott moved to authorize HCESA to establish an account to hold partial payments of delinquent accounts after judgement rendered by the Magistrate's Office. Commissioner Cannon seconded the motion and the motion passed.

A letter was received from Ms. Cathe Moreland resigning as Fiduciary Commissioner and Commissioner Hott moved to accept Ms. Moreland's resignation. Commissioner Cannon seconded the motion and the motion passed.

A resolution commemorating Bret S. Hano being awarded the honor of Eagle Scout in Scouts BSA was read by President Eglinger and Commissioner Cannon moved to approve and sign the resolution. Commissioner Hott seconded the motion and the motion passed.

Eileen Johnson, Director of the HCEDA (Hampshire County Economic Development Authority (HCEDA) asked the Commissioners to consider refunding the infrastructure revolving loan program with \$250,000 of the proceeds of the American Rescue Plan Act (ARPA) funds that the County is scheduled to receive and to also consider giving the HCEDA \$50,000 to allow them to borrow funds to complete demolition of the old hospital under the Brownfields Program. Ms. Johnson stated that she wanted the Commissioners to be aware of the opportunity to help the Development Authority prior to the disbursement of the funds. The Commissioners stated they are awaiting guidance as to how the ARP funds may be utilized.

Terry Puffinburger of the Hampshire County Emergency Services Agency (HCESA) requested approval of a recommendation from the HCESA Board for across-the-board pay increases for full and part-time drivers, EMT's and paramedics beginning July 1, 2021. The HCESA personnel had not had a pay increase since 2017 and Hampshire County is no longer competitive with surrounding agencies. Full time personnel will be scheduled for 12-hour shifts including four hours overtime per shift. Commissioner Hott moved to approve the recommendation of the HCESA Board and Commissioner Cannon seconded the motion and the motion passed.

Mayor Beverly Keadle of the Town of Romney, came to present a suggestion for a collaboration between the Town and the County for a water project. The Mayor suggested the County could allocate between \$122,000 and \$150,000 to install a self-service, (and pay), water station, which would benefit mostly County residents and campers. She suggested these funds

might come from the County's ARP funds allowing the Town to continue with some modernization projects to their water system.

Mr. Rolf Ronkin was asked to introduce himself. Mr. Ronkin is retired from the US Army Infantry as a Sargent-Major and has located near Capon Bridge. He is interested in getting involved in the County and is currently participating with the Recycling Committee.

As an item of old business, President Eglinger stated that three very qualified candidates were interviewed for the position of Project Manager during the last meeting. Commissioner Hott moved to offer the position to Matthew Hott and Commissioner Cannon seconded the motion. In discussion, the Commissioners agreed that all three candidates were qualified and capable but Mr. Hott seems to be the best choice. The motion passed.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott 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. Commissioner Hott seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:37 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, May 25, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Gary Smith of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on May 11, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

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

Alison Jewell, Director of the Hampshire County Farmland Preservation Board, presented a request for approval of the Bonnie View Farm Easement. The owners of Bonnie View Farm wish the tract to be protected from development and are donating the property into the Farmland Preservation Easement. The by-laws of the Farmland Protection Board require that the Commission approve all easements. Commissioner Robert Hott moved to approve the Bonnie View Farm Easement and Commissioner David Cannon seconded the motion. The motion passed.

Compliance Officer Amanda Barnes presented the annual renewal for building code inspections with Middle Department Inspection Agency (MDIA) as recommended by the Planning Commission. Ms. Barnes stated that the contract verbiage is unchanged from recent years, but the actual inspection fees will increase five (5) percent. Commissioner Hott moved to authorize the President to sign the contract for the new term and Commissioner Cannon seconded the motion. The motion passed.

Ms. Barnes presented an agreement between the Town of Capon Bridge and the Commission, allowing her to act as Flood Plain Administrator for the Town of Capon Bridge. This is also an extension of an existing contract. Commissioner Cannon moved to approve the agreement and authorize the President to sign the document. Commissioner Hott seconded the motion and the motion passed.

Assessor Norma Wagoner's office had prepared a single tax exoneration for consideration by the Commission. Commissioner Hott moved to approve the requested exoneration as recommended and Commissioner Cannon seconded the motion. The motion passed.

Sheriff Nathan J. Sions sent a letter stating that Chief Deputy John P. Alkire has completed his twentieth year as a Hampshire County Deputy. Additionally, Lieutenant Jamie Carter and Corporal David Feather have completed seventeen years of service and Deputy First Class Steven Haines has served for 10 years. In accordance with the current deputy sheriff salary scale, each of these Deputies monthly salary is due to increase. Commissioner Cannon moved to approve the Sheriff's recommendation and Commissioner Hott seconded the motion. The motion passed.

The Justice Assistance Grant (JAG) which helps support the Police Resource Officer (PRO) at Hampshire High School was presented as prepared by Denise Hott of the School Board Office. The grant request is in the amount of \$28,000 with a \$15,000 match from the School Board. The balance of the match funding is from the Sheriff's budget. Commissioner Cannon moved to approve the JAG PRO grant application and contract. Commissioner Hott seconded the motion. The motion passed.

Hampshire County Homeland Security and Emergency Management Director Brian Malcolm presented a compilation of the revenue losses by the County Volunteer Fire Departments due to the required curtailment of fund-raising activities during the year 2020 due to Covid restrictions. The guidance for this determination was based on the difference between the average of fund-raising income in the years 2018 and 2019 and the actual income in 2020, resulting in the deficit figure. Guidance indicates that reimbursements to VFD's may be an eligible use of American Rescue Plan (ARP) funds.

County Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement as well as the list of appointments made under the authority of the Commission since the last meeting. 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 Cannon seconded the motion and the motion passed.

Region 8 Development Authority sent a letter requesting an extension on the grant regarding the Capon Bridge Broadband project. Commissioner Cannon moved to authorize the President to sign the letter and Commissioner Hott seconded the motion. During discussion Aaron Cox was asked for input and he stated he was unaware of a need for an extension. Commissioner Cannon rescinded his motion and moved to table the request for extension until the next meeting allowing time for investigation. Commissioner Hott seconded the motion and the motion passed.

Aaron Cox, GIS and Technology Director presented two items for the Commission's consideration and future action. The first item was a memorandum of understanding (MOU), between the Commission and HardyNet Communications. This MOU will produce a two-year contract between the parties which will be extendable annually for ten years. This public/private agreement is based on one which was executed between the same parties several years ago and has become a model for similar agreements statewide. This document is for the Commission's consideration for future action.

Mr. Cox's second item was a press release pertaining to the use of ARP funds for broadband expansion projects and a discussion of local opportunities.

Richard Wood, Chair of the Central Hampshire Public Service District (CHPSD) presented several suggestions for funding from ARP funds related to infrastructure needs and pertaining to development of a secondary water source for the CHPSD customers.

Rolf Ronken and Dorothy Kengla presented four proposals from the Recycling Committee related to the activities at the Recycling Center. The committee members stated that their goal is to prioritize affordability and sustainability in all considerations, including these proposals. The first proposal is to explore an opportunity to collect used clothing and shoes in bins provided by an organization named Planet Aid who would service the bins as needed. The second proposal is to begin to collect a material known as sheet plastic which includes plastic grocery bags and the type of plastic that is used to wrap paper towels, toilet paper and other products. This sheet plastic is used by Trex in the manufacture of composite building materials and is being collected by some local elementary schools. County plastic collections will not be competitive with efforts by schools who are rewarded with benches from the manufacturer. The third proposal is to have volunteers return to help county personnel at the collection site. Volunteers are to be trained and are to agree to a code of conduct approved by the County. The fourth proposal is to get permission to proceed with a REAP grant application to obtain a truck and related equipment to move the bins and potentially sell the collected cardboard and paper rather than continuing to pay Apple Valley Waste \$175 each time a bin is filled.

The Commissioners were complimentary of the efforts of the committee members and Commissioner Hott moved to approve all four recommendations or proposals for the recycling committee. Commissioner Cannon seconded the motion and the motion passed.

Larry See and Greg Rinker of the Parks and Rec Board presented a request to have the maintenance staff assist in preparing for the 13th Annual South Branch Valley Bluegrass Festival to be held on June 26, 2021. The crew would be needed on June 24 and 25 to help set up. Commissioner Hott moved to authorize the maintenance crew to help with this project and Commissioner Cannon seconded the motion. The motion passed.

The Parks and Rec Board wanted the Commission to know that the Conference Center Building in Hampshire Park is nearly finished but will take about \$60,000 more to complete the project. The Board is concerned that they will place their project fund in jeopardy to try to complete the project from their funds. The Commission agreed to review the situation and asked the Board to return to the next meeting.

Mr. Matthew Hott was asked to attend the meeting as the Commission had voted to offer him the position of Project Manager or Clerk of the Works, during the last meeting. Commissioner Hott moved to go into executive session to discuss contractual issues as provided in WV Code 6-9A-4. Commissioner Cannon seconded the motion and the motion passed. The room was cleared and doors closed at 7:52 pm.

At 8:06 pm, President Eglinger declared the meeting back in session and stated that no decisions had been made and no actions taken.

Commissioner Hott moved to hire Matthew Hott to serve as Clerk of the Works for the upcoming building projects at the contracted rate of \$28/hour. 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 Hott seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 8:15 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, June 8, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on May 25, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 question regarding a letter from the Region 8 Development Authority, requesting an extension of the Capon Bridge Broadband grant was tabled at the last Commission meeting awaiting additional information. Commissioner Cannon moved to remove the question from the table and Commissioner Hott seconded the motion, which passed. Commissioner Cannon moved to authorize the President to sign the request for extension, Commissioner Hott seconded the motion and the motion passed.

E911 Director and Sheriff Nathan Sions sent a letter requesting approval on personnel actions at the 911 Center. Mallory Corbin is to be transferred from temporary to full-time employment and Devan Nimmo and Caleb Nelson are to be appointed to part-time dispatcher effective June 3, 2021. Commissioner Hott moved to approve the personnel actions as requested and Commissioner Cannon seconded the motion. The motion passed.

Greg Rinker and Larry See representing the Hampshire County Parks and Recreation Department presented information regarding the expenditures to date and the projected costs remaining to finish the Convention Center at Hampshire Park along with a report of the revenues from rentals over the last three years. Mr. Rinker stated that the items needed to complete the building will cost \$59,000 and requested support from the Commission for that amount. Commissioner Hott moved that the Commission commit to fund the request and to coordinate with Deputy Clerk Largent as to where the funds might be drawn from. Commissioner Cannon seconded the motion and the motion passed.

Compliance Officer Amanda Barnes presented a permit request for an equipment upgrade comprising a generator replacement and a concrete pad at 846 Bald Hill Road. Commissioner Hott moved to approve the request as presented by the Compliance Officer and Commissioner Cannon seconded the motion. The motion passed.

Assessor Norma Wagoner sent the certification pages for the tax books for tax year 2021-2022, for signature by the Commission. Commissioner Hott moved to sign the certification pages and Commissioner Cannon seconded the motion. The motion passed.

The Commission was notified that the \$190,000 Community Corrections grant, which supports the South Branch Valley Day Report Center, has been approved. The grant contract, resolution and related documents were presented for signature by the Commission President. Commissioner Hott moved to authorize President Eglinger to sign the grant contract, resolution and related documents and Commissioner Cannon seconded the motion. The motion passed and President Eglinger signed the documents for submission.

The treasurer's office sent requests for exemption of erroneous billings of the ambulance fee. There were six requests from 2018 and four for the year 2020. After review of the documentation, Commissioner Cannon moved that the Commission approve the requests for exemption 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 the invoices be paid as presented. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Cannon discussed a water leak at the Romney Senior Center which was recently discovered and seems to have caused some complications. All Commissioners agreed that an expeditious cleanup needs to be done for safety reasons.

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:01 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, June 22, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Jim Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on June 8, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

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

Nathan Sions, 911 Director, sent a letter requesting final approval of Cheyanne Cole to serve as a full-time 911 Dispatcher starting June 9, 2021. Commissioner Cannon moved to approve the request and Commissioner Hott seconded the motion. The motion passed on a voice vote.

Friend Products had submitted a written bid to deliver coal for the courthouse at the price of \$150 per ton, plus they will furnish a conveyor and two men. Commissioner Hott moved to approved the purchase of coal from Friend's and Commissioner Cannon seconded the motion. The motion passed.

Clerk Strite presented a contract renewal with Global Science and Technology (GST) for computer networking and IT services. GST has provided trouble shooting, repair and installation services for the Clerk's, Prosecutor's and Circuit Clerk's offices for several years. The current rate is \$992/ month. Commissioner Hott moved to authorize the President to sign the contract with GST and Commissioner Cannon seconded the motion. The motion passed.

Rolf Ronkin and Dorothy Kengla of the Recycling Committee, presented a completed REAP grant application. REAP Is the acronym for Rehabilitation Environmental Action Plan which is a Division of the West Virginia Department of Environmental Protection, (WVDEP). The Recycling Committee members had prepared an application based on the ideas presented at the last Commission meeting with the assistance of Erin Timbrook, County Grant Writer. The application requests \$121,120 for the purchase of a goose neck trailer to haul and dump the recycling bins and a truck capable of pulling it as well as some funds for maintenance of the truck and funds to pay a driver. This will allow the County program to stop paying for transport of each filled bin with an opportunity to be paid for the material when the market allows. This equipment will also allow mobility to take bins to different locations for collection. Commissioner Hott moved to authorize the President to sign the grant application and Commissioner Cannon seconded the motion. The motion passed.

Sheriff and Treasurer of Hampshire County, Nathan J. Sions, requested approval of the Hampshire County Delinquent List for Tax Year 2020 as of May 1, 2021. Commissioner Robert Hott moved to approve the Delinquent Tax List and Commissioner David Cannon seconded the motion. The motion passed.

Alana Hartman of the WVDEP presented a report on the Chesapeake Bay Initiative, with an update on progress and continuing efforts to improve water quality flowing to the Bay.

Eva Ansel presented information on the West Virginia Peach Festival which is scheduled for the first weekend of August 2021. Ms. Ansel requested a donation of \$2500 to help with entertainment and advertising expenses. President Eglinger requested a report of the last festival and stated that consideration of funding support would be delayed until the next meeting since the topic was not on this agenda.

County Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement as well as the list of appointments made under the authority of the Commission since the last meeting. 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 Cannon seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Chad Longo and Steven Oates to the Hampshire County Board of Appeals for new three-year terms which will expire June 30, 2024. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Hott moved to appoint Darlys W. Strite to the Hampshire County Board of Health for a five-year term. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Cannon moved to appoint Brian Hott to fill the term recently vacated by Mark Landis on the Hampshire County Development Authority. Mr. Hott's term will expire June 30, 2022. Commissioner Cannon continued his motion to reappoint David Mayfield and Greg Bohrer to new terms which will expire June 30, 2024. Commissioner Hott seconded the motion and the motion passed.

Commissioner Hott moved to reappoint Allen Fields, Robert L. Hott, Jr., Marie Sowers and Joe Charleton to the Hampshire County Parks and Recreation Board for new three-year terms which will expire June 30, 2024. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Cannon moved to appoint Bryan Edwards of Capon Bridge to the Hampshire County Planning Commission for a three-year term which will expire June 30, 2024. Commissioner Hott 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 Hott seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:25 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, July 13, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on June 22, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 introduced Bethany Hott who has been hired for the Bookkeeper/Payroll Deputy position and Assessor Norma Wagoner introduced Aaron Snyder who has been hired to work in her office. The Commission welcomed both new employees to county government service.

Steve Moreland, President of the Hampshire County Public Library Board of Trustees, sent a letter requesting the reappointment of Jill Pyles to a new five-year term on the Library Board of Trustees beginning July 1, 2021. Commissioner Hott moved to reappoint Ms. Pyles and Commissioner Cannon seconded the motion. The motion passed.

Sheriff Nathan Sions sent a letter requesting the final approval for Brandon S. Liller to serve as a deputy sheriff starting July 5, 2021. Commissioner Hott moved to approve the request for Mr. Liller to serve as a deputy sheriff and Commissioner Cannon seconded the motion and the motion passed.

Mr. Larry Carroll, Hampshire County citizen related his concerns regarding the possibility of energy extraction and how the County might be victimized by large, powerful energy companies if the County does not have regulations and controls in place. He also suggested that regular water testing of wells would create a baseline of water quality information should future extraction cause contamination of ground water.

Mr. Carroll's other agenda topic was in regard to the use of sawmill lumber for construction purposes. A process exists under the WV State Building Code for inspection and grading of lumber when milled, and engineering certifications are required for residential uses of all lumber. Mr. Carroll felt that the County could play a role in encouraging qualified individuals to perform these roles in Hampshire County and cause a benefit to homeowners as well as the logging and sawmill industries. The Commissioners agreed that the Board of Appeals would be most qualified to address this matter.

Rebecca Gavin did not appear for her appointment.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

The Clerk presented the security pledge agreement with the Bank of Romney securing the deposits of Hampshire County in that institution, covering the period of July 1, 2021 through July 1, 2022. The Bank of Romney assigned bonds to secure Six Million Seven Hundred Sixteen Thousand Eight Hundred Forty-nine Dollars and Eighteen Cents (\$6,716,849.18) of taxpayer funds on deposit. Commissioner Hott moved to approve the Pledge Agreement and to have it recorded in the Clerk's office. Commissioner Cannon seconded the motion and the motion passed.

The Peach Festival Funding request was scheduled, but the requested financial information regarding the most recent festival was not presented, so no action was taken.

President Eglinger gave an update on some personnel changes that have occurred in the management team of the Hampshire County Emergency Services Agency (HCESA). The HCESA Board will send recommendations in the near future.

The Commission had agreed to review the evening meetings after the trial period which was initially scheduled to end with the June meeting. President Eglinger asked the Commissioners if the evening meetings should continue and they agreed to continue the evening meetings for the second meeting of each month through 2021. Commissioner Hott moved to schedule the regular meetings for Tuesday(s), July 27, August 23, September 27 and

October 25 to begin at 6 pm. Commissioner Cannon seconded the motion and the motion passed.

Peg McMaster, President of the Hampshire County Convention and Visitor's Bureau (CVB), came with Eileen Johnson to present a request for funding supplementation. Senate Bill 488 requires CVBs statewide to become accredited. To meet the requirements our CVB will need to hire an Executive Director and to implement a market plan that constitutes 40% of the total budget. Ms. McMaster presented a draft job description of the executive director position and the budget for the new fiscal year which will be compliant with the new Code requirements. The needed funding supplementation from the Commission is \$26,000 unless hotel/motel tax revenues are significantly higher than expected. Commissioner Hott moved to approve the request and Commissioner Cannon seconded the motion. The motion passed.

Logan Mantz presented a briefing encouraging a revision of the Comprehensive Plan. Mr. Mantz believes that an opportunity exists to get assistance from West Virginia University by cooperating with the municipalities of Capon Bridge and Romney. The Commission reminded him that the Comprehensive Plan was just updated in 2019 and the Planning Commission will need to decide if revisiting the process this soon will be of benefit. Mr. Mantz will speak to the Planning Commission at their next meeting on June 21.

President Eglinger offered public questions and comments with some audience participation.

Clerk Strite asked the Commission to appoint Logan Mantz to serve as Fiduciary Commissioner for estate disputes. Commissioner Cannon moved to approve the appointment of Logan Mantz as Fiduciary Commissioner and Commissioner Hott seconded the motion. The motion passed.

Deputy Clerk Largent had prepared a budget revision (#1), to the Coal Severance Fund (#2). Commissioner Hott moved to approve the first budget revision to the Coal Severance fund and Commissioner Cannon seconded the motion. The motion passed.

The invoice from ServiceMaster for mold remediation at the Romney Senior Center was considered and the Commissioners agreed to include it with the other invoices that are to be considered for payment.

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

Estimates for plumbing and drywall repair of the Senior Center were presented and since they were well below the threshold for bid requirements, Commissioner Hott moved to authorize the work to proceed with the intention to pay on completion. Commissioner Cannon seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:56 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, July 27, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Don Judy of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on July 13, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

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

Mr. Darby Clayton of the West Virginia Division of Highways was unable to attend.

Deputy Clerk Lillian Largent presented the year-end fund adjustment figures. Ms. Largent stated that after reallocating funds to the correct entities, the County operations ended the fiscal year with a surplus of \$157,401.98 above the projected \$950,000 year end surplus, (which is used to fund operations in the next fiscal year before tax revenues start being paid). The \$157k will be placed in the Commission's discretionary line of the General Fund. Commissioner Hott moved to approve the budget revision as presented and Commissioner Cannon seconded the motion. The motion passed.

Region 8 Development Planning and Development Council sent an extension request and a program income report for the Community Development Block Grant for the Capon Bridge Broadband Project. Commissioner Cannon moved to authorize President Eglinger to sign the documents and Commissioner Hott seconded the motion. The motion passed.

Eileen Johnson, Executive Director of the Hampshire County Economic Development Authority (HCEDA) presented a memorandum of understanding (MOU) between the Hampshire County Board of Education and the HCEDA in regard to the agreement to trade the old hospital property in return for the Board owned property where the Romney Elementary School and Board Office is currently located. The Commission is a party on the MOU only for clarification purposes as the prior owner in the chain of title for the hospital property. Commissioner Hott moved to authorize the President to sign the MOU and Commissioner Cannon seconded the motion and this motion passed.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

Maintenance Supervisor Kenny McBride requested permission to advertise for and hire a new full-time and possibly a part-time position(s) for the Maintenance Staff. Commissioner Hott moved to approve advertising with the goal of hiring one additional full-time employee with the possibility of considering additional help in the future. Commissioner Cannon seconded the motion and the motion passed.

The Sheriff's Settlement FYE June 30, 2021 was presented for approval. Commissioner Hott made a motion to approve the settlement, Commissioner Cannon seconded the motion and 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 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 Hott seconded the motion and the motion passed.

Eva Ansel had requested funding for the WV Peach Festival at a previous meeting for the amount of \$2,500. She had provided the requested financial information from the most recent festival and the topic had been placed on the agenda. Ms. Ansel was present and prepared to answer any questions the Commission might have. Commissioner Hott moved to approve the request for support and Commissioner Cannon 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. Commissioner Cannon seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:06 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk, (from notes taken by Tina R. Ladd, Deputy Clerk).

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, August 10, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on July 27, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

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

Region 8 Planning and Development Council sent the Grant Award Notices for Community Development Block Grant (CDBG) projects numbered 20CDBG0008, (for the Purgitsville water project), and 20CDBG0007, (for the demolition of the old hospital by the HC Development Authority). Commissioner Hott moved to authorize the President to sign both documents and Commissioner Cannon seconded the motion which passed.

County landowner Ava Anders had requested to speak to the Commission regarding the taxes on her seventy-five-acre parcel of timbered real estate near Slanesville. Ms. Anders stated that she had applied for her timberland exemption with the Division of Forestry in a timely manner and had received acknowledgement of the filing from the state. Ms. Anders had received the letter informing her that her tax assessment would increase more than ten percent, but she attributed this to normal appreciation in value. When her tax bill came in July, she was taxed on the full assessed value. Upon investigation she learned that the state had not sent information to the Hampshire County Assessor's office informing them that the Anders property should have the timberland exemption applied. She asked the Commission to grant the timberland discount on her taxes. The Commission expressed sympathy for Ms. Anders but concluded that the burden lays with the taxpayer to ascertain that the tax bill is correct during the period of time when the Commission sits as Board of Equalization and Review. Commissioner Hott moved that the Commission draft a letter to the State Tax Department and the Division of Forestry pointing out their error and expressing concern that they accept no responsibility to either the taxpayer or the County in a situation such as this. Commissioner Cannon seconded the motion and the motion passed.

Brian Malcolm, Director of the Hampshire County Emergency Services Agency (HCESA), presented a recommendation from the HCESA Board that Mr. Malcolm return to full-time service and that he assume the role of formerly occupied by Terry Puffinburger prior to his resignation. Mr. Malcolm will continue to be paid for his role of Homeland Security Emergency Management (HSEM) Director at his current rate from the General Fund and his additional pay will be from the HCESA fund bringing his full-time pay to \$45,000 annually at his point. Commissioner Hott moved to approve the recommendation from the HCESA Board and Commissioner Cannon seconded the motion. The motion passed.

Mr. Malcolm presented a complete list of the lost revenues for all the County Volunteer Fire Departments due to the Covid restrictions that prevented fund raising activities. This information was developed under guidance from State Authorities. Commissioner Hott moved to authorize payment to the VFDs from the American Recovery Plan funds with a letter to accompany the check stipulating the accounting requirements necessary to be compliant with the program. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger asked the Commission to plan an organizational meeting regarding the allocation of the ARP funds.

Keith McIntosh, Regional Coordinator for Senator Manchin offered greetings.

The Sheriff's Settlement for Year ending June 30, 2021 had been approved in the July 27, 2021 meeting, but additional information needed to be added and the settlement as revised was presented for approval. Commissioner Hott moved to approve the Revised Sheriff's Settlement for Year Ending June 30, 2021. Commissioner Cannon seconded the motion and the motion passed.

Tax Exonerations as prepared by the Assessor's Office and Ambulance Fee Exonerations prepared by the Treasurer's Office were circulated for consideration and Commissioner Hott

moved to approve both the tax exonerations and the ambulance fee exonerations as presented. Commissioner Cannon 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 Cannon seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:38 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, August 24, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend Don Judy of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order and stated that Commissioner Hott would not be in attendance but a quorum was present.

The minutes of the Commission meeting held on August 10, 2021 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented. President Eglinger seconded the motion and the motion passed.

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

Peg McMaster, Chair of the Hampshire County Convention and Visitor's Bureau presented the annual report of the Bureau's activities and operations including the financial statement. Ms. McMaster was accompanied by members Eileen Johnson and Jean Shoemaker who also spoke.

Richard Schneider presented his ideas for a web-based, non-profit radio station to inform the Hampshire County community of current events and information. Efforts are underway to obtain tax exempt status as a non-profit and to secure equipment and a location.

Gail and Pree Battan had requested to discuss a Managed Timberland exemption with the Commission but did not come to the meeting.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and President Eglinger seconded the motion. The motion passed.

County Clerk Eric Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement as well as the list of appointments made under the authority of the Commission since the last meeting. 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. President Eglinger seconded the motion and the motion passed.

At the August 10 meeting, the Region 8 Planning and Development Council sent the Grant Award Notices for Community Development Block Grant (CDBG) projects numbered 20CDBG0008, (for the Purgitsville water project), and 20CDBG0007, (for the demolition of the old hospital by the HC Development Authority). These actions were approved in the August 10 meeting, but Memorandum of Understanding (MOU) documents were not included at that time. The Clerk presented these for signature and Commissioner Cannon moved to authorize the President to sign both documents. President Eglinger seconded the motion which passed.

President Eglinger read an email from Delegate Chris Phillips, Chair of the House Agriculture Committee in response to the letter sent regarding the Managed Timberland exemption concerns raised during the last meeting. Delegate Phillips stated he would examine what measures can be taken to address this.

Hampshire County Prosecuting Attorney presented a funding request for a \$10,000 increase to her budget specifically for the position of Assistant Prosecutor(s). She stated that she is having a hard time attracting candidates for the position at the offered salary. Commissioner Cannon moved to approve the request for a \$10,000 increase for Assistant Prosecutors 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.

Commissioner Cannon moved to go into executive session as allowed in WV Code 6-9A-4 to discuss a personnel issue. President Eglinger seconded the motion, which passed, and declared executive session at 7:24 pm.

President Eglinger declared the meeting back in regular session at 7:50 pm and stated that no decisions were made and no actions taken.

President Eglinger moved to send a letter to the Health Department concerning a citizen complaint alleging improper behavior between a former county employee and a Health

Department employee and asking for their consideration of the matter. Commissioner Cannon seconded the motion and the motion passed.

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

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, September 14, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order and stated that a quorum was present, even though Commissioner Hott would not be in attendance due to a prior engagement.

The minutes of the Commission meeting held on August 24, 2021 were presented for consideration. Commissioner Cannon moved to approve the minutes as presented. President Eglinger seconded the motion and the motion passed.

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

Janette Saville, Administrative Assistant with the Hampshire County Emergency Services Agency (HCESA), presented four ambulance billings that were erroneous or duplicates and needed to be exonerated and dismissed. Commissioner Cannon moved to approve the exoneration of the four bills as presented and President Eglinger seconded the motion. The motion passed.

People wishing to dispute past due billings that are in the collection process had been notified that they could be heard by the Commission at this time and also at the next meeting. No one was present for this purpose.

Brian Malcolm, Director of HCESA, presented a report of call activities and response rates for the volunteer squads and the County Service.

Mr. Malcolm stated that the HCESA Board asked him to discuss a personnel matter with the Commission and Commissioner Cannon moved that the meeting go into executive session as provided in §WV Code 6-9A-4. President Eglinger seconded the motion and the motion passed. The President declared the meeting in executive session at 9:35am and the room was cleared of attendees.

President Eglinger declared the meeting back in regular session at 9:50am and stated that no decisions were made and no actions taken.

Commissioner Cannon moved to accept the recommendations of the HCESA Board in regard to a salary and benefit enhancement for Ms. Saville. This is to include a modest pay raise and the reinstatement of time served during her previous tenure with County government. President Eglinger seconded the motion and the motion passed.

Ambulance fee exemptions were presented as recommended by the Treasurer's office due to various errors in billing. After consideration, Commissioner Cannon moved to approve the recommended exemptions and President Eglinger seconded the motion. The motion passed.

Sheriff Sions sent a list of surplus items, requesting approval to sell these items at a public auction scheduled for September 24, 2021 at 9 am. Commissioner Cannon moved to approve the surplus list for sale and President Eglinger seconded the motion which passed.

Clerk Strite presented a resignation letter from Tina Ladd of his office, who has accepted the position of Executive Director of the Convention and Visitor's Bureau. Commissioner Cannon moved to accept the letter of resignation and President Eglinger seconded the motion and the motion passed.

Bid opening for the Courtroom II completion project was scheduled for 10 am and Project Manager Matthew Hott came at that time and presented the bids which had been submitted under the stipulations of the request for proposal (RFP). Mr. Hott stated that he had contacted 12 construction firms that he is familiar with, but given the demand at this point in the economy, only one firm was able to consider this project and submit a bid to complete the Judges new office and the Courtroom II. The audio/visual component is considered separately and the Supreme Court has a specific contractor who provides this service statewide. Harbel Construction bid \$282,130 for construction, finish and furnishing of the space and Electronic Specialty of Charleston submitted a bid of \$26,306 for the audio/visual package. Commissioner Cannon moved to approve these bids as submitted and President Eglinger seconded the motion. The motion passed.

President Eglinger opened the floor for comments and questions from the public, and a request was made for periodic updates on the Covid situation from the Health Department.

Tax Exonerations as prepared by the Assessor's Office were presented for consideration and Commissioner Cannon moved to approve the tax exonerations as presented. President Eglinger 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. President Eglinger seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. President Eglinger seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:45 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, September 28, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on September 14, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

Nathan Sions, Sheriff and 911 Director sent notice that Dakota Smith and Sierra Fitzwater are now completely trained/certified dispatchers and in accordance with the 911 pay scale, their monthly payrate is due to increase immediately. Commissioner Cannon moved to approve the requested pay raise and Commissioner Hott seconded the motion. The motion passed.

Delegate George Miller had requested time to speak to the Commission regarding concerns expressed by voters from the southeastern corner of Hampshire County regarding the inconvenience caused by the location of the precinct lines and the polling locations. Several residents of the area attended with Delegate Miller and voiced their concerns as well. The Commission and the Clerk explained that these lines were drawn twenty years ago and will be reviewed with an honest effort made to improve the situation. Legislative redistricting is currently in process and the Commission will have to make adjustments at that time.

Janette Saville, administrative assistant with the Hampshire County Emergency Services Agency (HCESA), presented several older ambulance bills that are uncollectable and have been recommended to be excused.

Ms. Saville went on to present Mr. Michael Dixon who had asked for a hearing because he feels that he should not have to pay his ambulance bills from as early as 2018, because a chemical test of the structure reveals that the insecticide Chlordane was used in the cabin causing carcinogenic contamination. He stated he has condemned the property and they only use the building for storage. The Commission asked for documentation of the test and suggested that he check with the Assessor to have the structure reclassified for taxation. Mr. Dixon agreed.

Commissioner Hott recounted that there have been eight drug overdoses at the Regional Jail over the past six months and suggested communicating the Commission's concerns to responsible parties regarding the unnecessary expenditure of resources for a situation that should not be occurring. Commissioner Hott moved to draft and send a letter to the Regional Jail, the State Correction Board, our Legislators and anyone else that may have an influence on this situation. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Hott stated that he has been notified by the Region 8 Planning and Development Council that Hampshire County is eligible for two Housing and Urban Development (HUD) grants for a climate-controlled room for storage of materials and a mobile unit for the Hampshire County Health Department. These grants would require no match funds from the County. Commissioner Hott moved to authorize Region 8 to proceed with the engineering study and begin the application process. Commissioner Cannon seconded the motion and the motion passed.

The Convention and Visitor's Bureau withdrew their request for an agenda time.

President Eglinger reopened discussion with the citizens regarding the precinct lines. Several more expressed their concerns regarding travel. They were advised that they are not the only voters who have to travel a distance to vote due to the topography of our County, but that every effort will be made to try to improve the situation for as many voters as possible and that it may be possible to locate a satellite, early-voting location in Capon Bridge due to the new internet service that is nearing completion in that area.

The Clerk presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. 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 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 Cannon seconded the motion and the motion passed.

The uncollectable ambulance bills presented earlier by Ms. Saville and recommended for dismissal by the HCESA, were brought back for consideration and action. Commissioner Cannon moved to approve the recommendation of the HCESA on these billings and Commissioner Hott seconded the motion. The motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:25 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, October 12, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Tyree of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on September 28, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 exonerations as prepared by the Assessor's Office were presented for consideration and Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Kenny McBride, Maintenance Supervisor asked to have the Clerk present a recommendation and estimate from Royal Aire of New Creek, WV, to clean the mini-split HVAC systems in the Old Jail building. The estimate is less than the level requiring bids, so the Commission agreed to proceed with this necessary maintenance procedure.

Sonja Embrey and Loretta Spencer presented a request on behalf of the Hampshire County Winterfest Committee, for the use of the lawn in front of the Walter C. Davis Building as the location for a Winter Wonderland Tree Forest. Organizations will donate to decorate trees in a warm, white light motif. Mr. McBride has indicated that electricity may be available through the existing flood light fixtures. Commissioner Hott moved to authorize the use of the lawn and electricity if Mr. McBride can complete the electrical component. Commissioner Cannon seconded the motion and the motion passed.

Matthew Hott, Project Manager for the Courtroom II completion project presented the contract between Harbel Construction and the Hampshire County Commission for the completion of the new Courtroom for the sum of \$282,130 with construction to be completed within one-hundred-eighty days of the signature of this contract. Commissioner Hott moved to authorize the President to sign the contract and Commissioner Cannon seconded the motion. The motion passed on a unanimous voice vote.

Aaron Cox announced the completion of the Capon Bridge Fiber Project and stated that a significant number of customers are already using the fiber and new customers are being added quickly. Mr. Cox presented the Certificate of Substantial Completion for the Community Development Block Grant (CDBG), signaling the close-out of this project. Commissioner Hott moved to authorize the President to sign the document and Commissioner Cannon seconded the motion which passed.

The Commission discussed redistricting and possible precinct changes with input from the Clerk and Mr. Cox. Several possible options were suggested in regard to the south eastern side of the County and a map of possible Delegate Districts was reviewed in comparison to the 2011, (current), arrangement. President Eglinger asked Commissioner Hott, Clerk Strite and Aaron Cox to act as a committee and bring back recommendations for realignment which will comply with the actions of the Senate and Legislature when they decide on the new districts. The Committee's goals will include minimizing and optimizing precincts where ever possible.

The Commission decided to have a work session to review the applications for American Recovery Plan (ARP) funds on Tuesday, October 19, 2021 at 8:00 am in the Courtroom.

Region 8 Planning and Development Council sent revised forms for the President's signature. Commissioner Cannon moved to authorize the President to sign the revisions and Commissioner Hott 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. Commissioner Hott seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 10:55 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, October 26, 2021 at 6:00 p.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on October 12, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

Commissioner Hott had placed the topic of the Courthouse cupola clocks on the agenda for discussion. The four clock faces are reading different times due to damage to a receiver which should relay time from a satellite signal. The Commission agreed to task Maintenance or the Building Commission with finding someone to repair the clocks.

The West Virginia Supreme Court sent a renewal to the existing memorandum of understanding (MOU) between the Supreme Court and the Hampshire County Commission regarding the facilities in the Judicial Center used by the Family Court. Commissioner Hott moved to enter into the MOU with the Supreme Court for the Family Court suite. Commissioner Cannon seconded the motion and the motion passed.

The Commission met on October 19, 2021 in a work session to review the applications for the American Recovery Plan Funds (ARP) that have been allocated to Hampshire County. The Commission identified eight applications that were agreed to meet the criteria and priorities of infra structure and broadband which can yield long-term benefit for the County. President Eglinger read the following list of applications and amounts:

Broadband expansion - \$1,207,500

Central Hampshire Public Service District Secondary Water Source - \$220,000

Springfield Sewer Engineering Report - \$50,000

1st Responder Mobile Radio Plan - \$314,000

911 Center upgrade - \$38,500

Parks and Recreation Lost Revenue - \$39,363.11

Convention and Visitor's Bureau, lost revenue - \$8,804.23

Romney Bulk Water Plant - \$122,000

Previously approved and distributed was \$228,000 for Volunteer Fire Departments.

The Commissioners explained the reasoning behind these selections and Commissioner Hott moved to approve the list as presented and that the potential recipients should be sent a letter explaining the rules and obligations involved. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Hott reported on the activity of the committee assigned with the duty to review the Magisterial District boundaries as impacted by the census and the new Delegate District lines as settled by the Legislature. The Committee expects to have an order for the Commission to reset the Magisterial Districts at the next Commission meeting.

President Eglinger allowed some questions and comments from the audience, most of which pertained to the allocation of the ARP funds.

Terry Lively, Executive Director of the Region 8 Planning and Development Council, presented grant application documents for two \$0 match grants from Housing and Urban Development (HUD) grant funds. The first is a \$1.9 million grant to upgrade the Health Department building by adding significantly to the office and examination rooms, building a storage space and installing a negative ventilation HVAC system. The second grant is for \$484,380 for a mobile health services unit which will be capable of providing full on-site health care at any location in the County. The Commission had approve pursuing these grants at their September 28, 2021 meeting. Commissioner Cannon moved to authorize President Eglinger to sign the grant application documents and Commissioner Hott seconded them motion, which passed.

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

The Clerk 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 Cannon seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:43 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, November 16, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on October 26, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Cannon moved to approve the requested exonerations as recommended and Commissioner Hott seconded the motion. The motion passed.

Commissioner Hott presented a report regarding the Magisterial District realignment recommendations from the committee appointed by the Commission for that task. Magisterial District realignment is necessary after the most current census numbers are released and the Legislature completes the Delegate and Senatorial District realignment. The goal of these exercises is to allow for fair and even representation of the population. Clerk Strite reviewed a map of the recommended changes and presented the written boundaries of the eight magisterial districts designated as A – H. Commissioner Hott moved to approve the proposed Magisterial District changes as presented and Commissioner Cannon seconded the motion. The motion passed and the new boundary descriptions will be recorded in the Election Book.

Romney Mayor Beverly Keadle presented a request from the Winterfest Committee for permission to decorate the front of the Courthouse and to set up a large tree on the corner of Routes 28 and 50 for the holiday season. The Committee also asked to use the front porch on Friday, December 3 at 5:30 for a lighting celebration. The Commission informally agreed to the request with no formal action.

The Region 8 Planning and Development Council sent budget revision documents and forms related to requests for payment for the Capon Bridge Broadband project. Commissioner Cannon moved to authorize the President to sign these documents and Commissioner Hott seconded the motion. The motion passed.

Micah Moreland presented concerns and some results of his research in regard to mask mandates to combat the spread of the Covid virus. The Commissioners reviewed the actions taken by the Commission in regard to the Covid outbreak and spoke to the limits of their authority in regard to health mandate orders. After considerable discussion, Commissioner Cannon moved that the Commission take a stance that they will not issue a mask mandate and that the Commission will allow the elected officials the liberty to choose if masks will be required to be worn by employees and the public in their individual offices. President Eglinger seconded the motion and the motion passed on a two to one vote, with Commissioner Hott opposed.

President Eglinger cited a provision in Robert's Rules of Order that allows the President to make a motion in a Commission setting and then on to move that a letter be written to the Governor, the CDC (Centers for Disease Control) and the Attorney General. Commissioner Cannon seconded the motion and the motion passed on a unanimous voice vote.

Vivian Parsons of the West Virginia Association of Counties Risk Pool, came to give the Commission greetings and an update on the Risk Pool. Vivian presented information on the new cyber security coverage and training that the Pool is offering.

Compliance Office Amanda Barnes brought a cell tower application for an update of the antenna on an AT&T tower in Capon Bridge Estates. Commissioner Hott moved to approve the application for this antenna update and Commissioner Cannon seconded the motion. The motion passed.

Aaron Cox, GIS and Technology Director, presented a new public/Private partnership agreement between the Commission and HardyNet Communications. Mr. Cox stated that this is essentially a renewal of the existing memorandum of understanding (MOU) with some modifications. Commissioner Hott moved to approve the MOU between the Hampshire County

Commission and HardyNet Communications. Commissioner Cannon seconded the motion and the motion passed.

Hampshire County Farmland Preservation Director, Alison Jewell, presented a request for the approval of the Reeves/Gasteiger Easement. Commissioner Hott moved to approve the Reeves/Gasteiger preservation easement as recommended by the Farmland Preservation Board. Commissioner Cannon seconded the motion and the motion passed.

The Clerk 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 Cannon seconded the motion and the motion passed.

Nathan J. Sions, Sheriff and Treasurer of Hampshire County sent the Final Disposition List for the 2021 Sheriff's Tax Lien Sale which was held on November 10, 2021. After review of the list, Commissioner Cannon moved to approve the list and Commissioner Hott seconded the motion. The motion passed.

Commissioner Hott nominated Jamie Carter to serve on the Hampshire County Emergency Services Agency (HCESA) Board, replacing Brian Malcolm who is now the full-time Director. Commissioner Cannon seconded the nomination and the motion passed.

The Treasurer's office sent exemption requests for erroneous HCESA fee billings. The Commission reviewed the requests and determined that eight were erroneous billings and should be exempted and four needed further investigation by the HCESA personnel. Commissioner Hott moved to approve the eight exemption requests and Commissioner Cannon 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. Commissioner Hott seconded the motion and the motion passed.

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

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, December 21, 2021 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America. Reverend James Mou of the Romney Christian Ministerial Association offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on November 16, 2021 were presented for consideration. Commissioner Hott moved to approve the minutes as presented. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger, Commissioner Hott and Commissioner Cannon 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 stated that the Attorney General's office had called in response to the letter requesting guidance on efforts to combat the spread of Covid, which was sent after the last meeting. The Attorney General will not offer an opinion without the question being directed through the County Prosecutor's office. Commissioner Cannon moved to request the Hampshire County Prosecutor to submit the request on the Commission's behalf. Commissioner Hott seconded the motion and the motion passed.

Hampshire County voting precinct re-evaluation and adjustments had been advertised for Commission consideration in this meeting and Commissioner Hott and Clerk Strite presented the proposed precincts as the result of careful consideration of the committee appointed in October. Aaron Cox, GIS and Technology Director was instrumental in helping define the boundaries and identify the census blocks which comprise the individual precincts and determine the population of each precinct. An Order approving the Precincts, (and including the Magisterial Districts which were approved in the November meeting), was read by President Eglinger and Commissioner Hott moved to approve the Order. Commissioner Cannon seconded the motion and the motion passed.

Eileen Johnson, Executive Director of the Hampshire County Development Authority (HCDA), presented resolutions pledging Commission support of the Local Economic Development (LED) program and participation in the Certified Development Community (CDC) Program. Commissioner Hott moved to authorize the President to sign the Commitment of Funds Resolution and the Resolution of Participation for the operations of the HCDA for 2022. Commissioner Cannon seconded the motion and the motion passed.

Brian Malcolm, director of Hampshire County Emergency Medical Service Agency (HCESA) presented and requested approval of two memorandum of understanding (MOU) agreements with the Hampshire High School and Blue Ridge Community College to allow HCESA to participate in training medical personnel through a ride-along program. Commissioner Cannon moved to approve entering the MOUs contingent upon the review of the Prosecuting Attorney. Commissioner Hott seconded the motion and the motion passed.

On behalf of the Capon Bridge Revitalization Group, Logan Mantz asked about the status of the sub-grant request that was submitted for some of the American Recovery Act funding for the Capon School Street project. The Commissioners stated there were some questions at the time of the initial review and they would need to consult Grant Writer Erin Timbrook and invited Mr. Mantz to return to a meeting soon for a determination.

Matthew Hott, Clerk of the Works, presented an estimate from Gano Communications to repair the Courthouse clocks for \$2,932.36. Commissioner Hott moved to engage Gano Communications to repair the clocks based on the estimate presented. Commissioner Cannon seconded the motion and the motion passed.

Mr. Hott requested approval to advertise a request for proposal (RFP) to replace the exterior doors on the Courthouse. This is part of the Courthouse Facilities Grant project. Commissioner Hott moved to approve the RFP and Commissioner Cannon seconded the motion. The motion passed.

Mr. Hott requested approval to advertise an RFP for engineering services for the new ambulance station. Commissioner Cannon moved to approve the RFP and Commissioner Hott seconded the motion. The motion passed.

Clerk of the Works Hott reported that Harbel has begun work on the Courtroom II project in their shop and will start on site around the first of the year.

Commissioner Hott asked Matthew Hott to investigate the possibility of replacing the old mechanical time and temperature sign on the corner by the Courthouse with a message board that would be more useful. The other Commissioners agreed and Mr. Hott said he would gather information and report back.

Darren Taylor, the new Director of the South Branch Valley Day Report Center, had sent a grant application for consideration by the Commission. The grant request is to the Division of Administrative Services, Justice and Community Services Section for \$63,793 for the term of December 1, 2021 through September 30, 2023 to be used to expand and improve peer recovery support services in Hampshire, Hardy, and Pendleton Counties. The grant number is 21-COSAP-02. Commissioner Cannon moved to authorize the President to sign the application and Commissioner Hott seconded the motion. The motion passed.

Assessor Norma Wagoner's office had prepared tax exonerations for consideration by the Commission. Commissioner Hott moved to approve the requested exonerations as recommended and Commissioner Cannon seconded the motion. The motion passed.

HardyNet Communications sent a right-of-way agreement to cross the Commission property at the Hampshire Health Department with fiber optic cable. Commissioner Hott moved to approve the right-of-way agreement and Commissioner Cannon seconded the motion. The motion passed.

Chief Deputy John Alkire sent letters requesting approval for pay increases as specified under the Deputy Civil Service pay scale for Corporal Travis Dolly who has completed seven (7) years of service, Corporal Josh Kesner who has completed eleven (11) years and Sargent Stuart Davis who has completed fourteen (14) years of service as Hampshire County Deputies. Commissioner Cannon moved to approve the Civil Service pay increases as requested and Commissioner Hott seconded the motion. The motion passed.

The West Virginia State Auditor, Chief Inspector Division, sent letters of engagement to specify agreement with the Hampshire County Commission regarding audits of the fiscal years ending June 30, 2020 and June 30, 2021. Commissioner Hott moved to authorize the President to sign both audit engagement letters, Commissioner Cannon seconded the motion and the motion passed.

Region 8 Planning and Development Council sent a budget amendment request and request for payment for Project number 17CDBG0009 which is the Broadband Expansion Project. At this point, 98% of the grant funds have been expended. Commissioner Hott moved to authorize the President to sign the forms and Commissioner Cannon seconded the motion. The motion passed.

The Clerk 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 Cannon seconded the motion and the motion passed.

Ambulance fee exemptions were sent from the Treasurer's office for consideration, but the Commission asked that they be reviewed by HCESA and presented to the Commission with recommendations.

The Capon Valley Ruritan Club had been awarded a grant in the amount of \$12,000, as arranged by Delegate George Miller, but the check was made out to the Hampshire County Commission. Commissioner Hott moved to approve the deposit of the check into the General Fund and write a check from the Commission to Capon Valley Ruritan. Commissioner Cannon 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 Cannon seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 11:25 am.

Respectfully submitted, Eric W Strite, Hampshire County Clerk