

A scheduled meeting of the Hampshire County Commission was held on Tuesday, January 3, 2023 at 9:00 a.m. in the courtroom of the Hampshire County Courthouse. Commissioners Robert Q. Hott and David Cannon were present, with Commissioner Eglinger unable to attend. Commissioner Hott led the Pledge of Allegiance to the flag of the United States of America. Clerk Strite was asked to offer prayer. Commissioner Hott then called the meeting to order.

The Commissioners stated they had no reports at this time.

Commissioner Cannon nominated Brian Eglinger to serve as President for the year of 2023. President Hott seconded the motion closing the nominations and the motion passed.

Commissioner Cannon then moved to nominate Commissioner Hott as president pro tempore for the calendar year of 2023 and Commissioner Hott seconded the motion which then passed.

The Clerk presented a suggested list of regular meeting dates for the Hampshire County Commission for 2023. The Commission reviewed the suggested list with some discussion and adjustments and agreed on a calendar for 2023. Commissioner Cannon moved to adopt the calendar as agreed and Commissioner Hott seconded the motion. The motion passed and the approved calendar for 2023 is attached as part of these minutes.

Commissioner Cannon stated that he and Commissioner Eglinger had spoken in regard to exchanging committee assignments and that he would like to move from the Region VII Workforce committee to the Hampshire County Board of Appeals and Commissioner Eglinger had agree to move to the Region VII Workforce Board.

All scheduled business having been addressed; Commissioner Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President pro tempore Hott declared the meeting adjourned at 9:15 am.

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

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, January 10, 2023 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. The President asked Pastor Kenneth Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on December 20, 2022 as well as the minutes of the organizational meeting held on January 3, 2023 were presented for consideration. Commissioner Cannon moved to approve the minutes of the last meeting as presented. Commissioner Hott seconded the motion and the motion passed. The Commissioners realized there were two sets of minutes and Commissioner Hott moved to clarify that both sets of minutes be approved. 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.

Director Malcolm of the Hampshire County Emergency Services Agency (HCESA) requested authorization to post an advertisement for the recently vacated position of administrative assistant. Commissioner Hott moved to approve the request and Commissioner Cannon seconded the motion. The motion passed. •

The Hampshire County Building Commission asked to postpone their scheduled appointment to a future meeting.

Assessor Wagoner informed the Commission that the State Tax Office has not yet provided accurate assessment valuations which will delay the mailing of the ten percent increase notification letters. Her office will need to verify the tax increase amounts but she expects to get the letters mailed within a few days of the deadline.

The Assessor asked the Commission to send a letter to authorize the State Tax Department to adjust mineral values for a limited period in 2023. Commissioner Hott moved to authorize the State Tax Commission to make adjustments to Hampshire County's mineral values until February 15, 2023. Commissioner Cannon seconded the motion which then passed. The Clerk will notify the State Tax Department of this action.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Region 8 Planning and Development Council sent a revised request for reimbursement for the Community Development Block Grant for the Health Department. Commissioner Hott moved to authorize the President to sign the revised grant documents. Commissioner Cannon seconded the motion and the motion passed.

Darrin Taylor Executive Director of the South Branch Valley Day Report (SBVDR) Center, presented the memorandum of understanding (MOU) between the three participating counties and the SBVDR. The MOU is unchanged from previous years, including the contribution level. Commissioner Cannon moved to authorize the President to sign the MOU and Commissioner Hott seconded the motion, which then passed.

Sandra Stinnette representing the organization, Community Involvement for Kids, requested permission to have Potomac Edison (PE) to install streetlights in Greenspring. PE requested approval from the Commission to go ahead with the project. Ms. Stinnett's organization will pay the monthly electric bill. They are already paying the electric bill for streetlights in Springfield. Community Involvement for Kids raises funds through the annual House of the Rising Sun Haunted House in Greenspring. The Commission asked Ms. Stinnette to speak with the Compliance Office to make sure there are no restrictions from county ordinances. No further action was taken at this point.

Commissioner Cannon nominated Amanda Billmeyer to the Criminal Justice Board as the educational representative. Commissioner Hott moved to appoint Ms. Billmeyer and Commissioner Cannon seconded the motion. The motion-passed.

President Eglinger allowed a comment period from the public.

The grant contract and resolution for the second police resource officer (PRO) was presented for signature. The application for this grant was presented by Sheriff Sions in a

recent meeting. Commissioner Cannon moved to authorize the President to sign the grant contract and resolution. Commissioner Hott seconded the motion and the motion passed.

Hampshire County Emergency Services Agency (HCESA) personnel recommended one request for exemption of the ambulance fee for approval by the Commission. Commissioner Hott moved to approve the exemption as presented and to authorize the President to sign as needed. Commissioner Cannon seconded the motion and the motion passed.

Sheriff Sions sent a letter advising that Corporal Jacob Crites has completed ten (10) years of service as a Hampshire County Sheriff's Deputy and is due a salary increase under the Deputy Sheriff's Civil Service compensation guidelines. Commissioner Hott moved to approve the recommendation from the Sheriff and Commissioner Cannon seconded the motion. The motion passed.

The Clerk presented a letter announcing the retirement of Deputy Clerk Lillian Largent from his office staff. Commissioner Hott moved to accept the retirement letter of Mrs. Largent and Commissioner Cannon seconded the motion. The motion passed.

Assessor Wagoner sent a request for a line-item transfer within her approved 2022-2023 budget. Ms. Wagoner asked to move \$3,500 from #406-109 (extra help) to line 406-108 (over-time). Commissioner Hott moved to approve the Assessor's budget revision 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 10:48 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, January 24, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then asked those in attendance to join Pastor Kenneth Lake as he offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on January 10, 2023 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.

Mr. Greg Rinker, representing HardyNet Telecommunications, presented an easement and right of way agreement for access to their equipment station on the Fairground property in Augusta. Commissioner Cannon moved to approve and authorize the President to sign the documents. Commissioner Hott seconded the motion and the motion passed.

Clerk Strite presented the grant contract agreement between the Division of Administrative Services, Justice and Community Services Section and the Hampshire County Commission for grant # 22-JAG-18, which supplements the police resource officer (PRO) position at Hampshire High. Commissioner Hott moved to authorize the President to sign the PRO grant contract and Commissioner Cannon seconded the motion. The motion passed.

County resident Liz Frey presented information regarding the adoption of the International Dark Sky Association guidelines for Hampshire County. Ms. Frey stated that the county would benefit economically from increased Astro -tourism. No action was taken.

Sheriff Nathan Sions sent a letter requesting approval of the appointment of Paul L. Sabin to serve as deputy sheriff-bailiff effective January 12, 2023. The letter included Mr. Sabin's salary information. Commissioner Cannon moved to approve the appointment of Paul Sabin to the bailiff position and Commissioner Hott seconded the motion which then passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Hott moved to approve the tax exonerations as presented. Commissioner Cannon seconded the motion and the motion passed.

Three ambulance service fee requests for exemption and/or modification were presented after review and recommendation for approval by HCESA personnel. Commissioner Cannon moved to approve the exemptions as presented. Commissioner Hott seconded the motion and the motion passed.

Greg Rinker and Larry See represented the Hampshire County Parks and Recreation Board in presenting bids on two projects which had previously been presented during the meeting on December 20, 2022. The Commission had recommended advertisement and additional bids for the projects. The first project discussed was the repair of the asphalt on the basketball court on the Todd Giffin Memorial Playground in Capon Bridge. Only one bidder responded to the advertisement which was THC Asphalt and Cleanup for the amount of \$27,417 to repair the existing cracks and to repave the court. The Commission understands that this is an eligible purpose for the application of American Recovery Plan funds (ARP) and Commissioner Hott moved to authorize that this project be submitted to the ARP grant process. Commissioner Cannon seconded the motion which then passed.

Mr. Rinker then presented the bids received in regard to the repair and replacement of the heating, ventilation and air conditioning (HVAC) system for the Old Capon Bridge Middle School. Two bidders responded to the advertisement with proposals. Dave Watts HVAC offered replacement of the existing units for the price of \$190,786.46. A-1 Cooling and Refrigeration, Inc. bid to replace the existing units for \$94,800. Mr. Rinker stated that he questioned the bidders and is confident that the bidders are offering equivalent service and equipment. Commissioner Cannon moved to authorize the Parks and Rec Board to continue to move forward in the ARP grant process with the lower bid. Commissioner Hott seconded the motion and the motion passed.

The Slanesville Volunteer Fire and Rescue Company (SVFRC) requested a letter of support from the Commission as they attempt to fund a new fire truck. The fire company provided a letter describing their intent and stating the Commission would have no financial liability in the purchase. The letter also states that the Commission acknowledges that the

SVFRC has provided firefighting and other services in the county for many years and agrees to continue to do so. Commissioner Cannon moved to authorize the President to sign the letter of support and Commissioner Hott seconded the motion. The motion passed.

President Eglinger requested that scheduling of department head meetings and the topic of the employee handbook revision be placed on the agenda. The Commission agreed to have President Eglinger to proceed with scheduling and leading the meetings and the President stated he will keep the Commission informed of progress.

Aaron Cox, Technology and GIS Coordinator presented an update on the progress with the installation of the fiber optic lines in the County as he continues to work with our private partner, HardyNet.

Mr. Cox stated that the live streaming of meetings is nearly ready and will be available for the next meeting on both the YouTube and Facebook platforms.

President Eglinger offered a period of public comment with several members of the audience stating concerns and asking questions.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner 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 Cannon moved to adjourn the meeting. Commissioner Hott seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 8:09 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, February 14, 2023 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. The President asked Clerk Eric Strite to offer prayer. President Eglinger then called the meeting to order.

President Eglinger announced that this is the first Commission meeting to be “live-streamed” on both YouTube and the Commission’s Facebook site, using the newly installed equipment. He thanked Aaron Cox for his efforts and guidance in providing this additional level of transparency and accessibility for the public.

The minutes of the regular Commission meeting held on January 24, 2023 were presented for consideration. Commissioner Cannon moved to approve the minutes of the last meeting 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.

Rebecca Hott, who serves as both the Chair of the Hampshire County Economic Development Authority and the Marketing Chair for that organization, came with Erin Timbrook, county grant writer. Mrs. Hott presented two newly produced marketing videos featuring both the eastern and western regions of Hampshire County. The videos highlight the beauty, accessibility and quality workforce to be found in Hampshire County.

Mrs. Hott continued by requesting the Commission’s support by providing matching funds for grants that will pay for feasibility studies regarding establishment of a child-care facility and adding a rail spur into the Romney Industrial Park. The matching funds will be in the amount of \$10,000 for each of the grants, but will only be needed in the event that the grants are awarded to the Development Authority. Commissioner Cannon moved to approve the request for the rail spur study as presented, including the \$10,000 match requirement, and Commissioner Hott seconded the motion which then passed. Commissioner Cannon then moved to approve the request for the child care study, including the match requirement and Commissioner Hott seconded the motion which also passed.

W. Joseph Milleson, Jr and Jonathan G. Brill, of the Hampshire County Building Commission came with Steve Davis of the Probation Office to discuss options to help the Probation Office to get more office space. The initial idea was to finish the room located on the north eastern corner of the second floor in the Judicial Center, and preliminary engineering was done with this in mind. An alternative plan has developed which would move the Family Court from the first floor to the northeastern, upstairs room and use the current Family Court space for the probation offices. This alternative is being presented as more cost effective in that the first floor space will need very little renovation or alteration and the mechanical engineering plans are already done upstairs. Improved security was also cited as a benefit, as the Court functions will be in the more secure part of the building, while those attending probation meetings will be in the area monitored by a bailiff. The Building Commissioners requested permission to proceed with the cost estimates pertaining to the alternative plan. Commissioner Cannon moved to approve the request and Commissioner Hott seconded the motion. The motion passed.

Commissioner Cannon nominated Steve Davis to the Criminal Justice Board, (Day Report), and Commissioner Hott moved to appoint Mr. Davis to this board. Commissioner Cannon seconded the motion and the motion passed.

Tina Ladd, Director of the Convention and Visitor’s Bureau, gave an overview of the activities of the Bureau over the last year and presented the funding request for the next fiscal year. Ms. Ladd expects the funding needs to remain at \$30,000, unchanged from last year.

Logan Mantz, on behalf of Mrs. Peg McMasters, presented information regarding the last Capon Bridge Founders Day Festival with charts and graphs and presented a request for continued funding of \$2,500 for the next event in September. Commissioner Cannon moved to approve the request and Commissioner Hott seconded the motion. The motion passed.

Mr. Mantz took the opportunity to give an update on the Capon Bridge School Street project which is moving into completion and is running under budget.

Darren Taylor, Executive Director of the South Branch Valley Day Report Center presented grant requests for the renewal of the Community Corrections grant plus several other grants.

The Community Corrections grant is generally used to pay salaries for staff at the Day Report Center and has previously been in the amount of \$190,000. This year's grant request is for \$271,000, but the local county match funding will remain unchanged as stated in the memorandum of understanding (MOU) which was approved in an earlier meeting this year.

Mr. Taylor is also applying for a State Justice Reinvestment grant in the amount of \$167,000 which will provide three new peer recovery coaches and necessary materials but will not require any match funding. In addition, he plans to apply for a federal grant in the amount of \$318,000 which is renewable for up to five years, and will be used to pay for new therapists, transport vehicles and other needed tools and supplies. Mr. Taylor's stated goal is to move Drug Court participation from twenty-five to forty-five participants over the next few years. Commissioner Hott moved to authorize the request to apply for all three grants including the Community Corrections grant. Commissioner Cannon seconded the motion and the motion passed.

Compliance Officer Amanda Barnes presented a permit application from HardyNet for an antenna update on the tower at Flowing Springs Farm. Commissioner Hott moved to approve the permit application and Commissioner Cannon seconded the motion. The motion passed.

Grant Writer Erin Timbrook presented two applications for American Recovery Plan (ARP) funds and three Homeland Security grants. Commissioner Hott moved to approve the three grants for Homeland Security, which require no match, as presented. Commissioner Cannon seconded the motion and the motion passed.

The two applications for ARP funds, include one for Hampshire County Homeland Security and Emergency Management (HSEM) in the amount of \$74,470 to purchase a portable electric generator and one application for the Central Hampshire Public Service District (CHPSD) to purchase a generator for the pumping station at the end of Grassy Lick Road at the cost of \$90,000. Both of these generators are needed to support critical infrastructure in the event of power failures. Commissioner Hott moved to approve the request for the CHPSD to replace the generator at the pumping station. Commissioner Cannon seconded the motion and the motion passed. Commissioner Hott moved to approve the request from HSEM to purchase the mobile generator as presented and Commissioner Cannon seconded the motion. The motion passed.

Ms. Timbrook requested to speak with the Commission in executive session regarding a personnel matter. The Commission asked her to wait until a later point in the meeting.

President Eglinger offered the public an opportunity for comments.

Commissioner Hott moved to appoint Robert Roach to the E911 Advisory Board. Commissioner Cannon seconded the motion and the motion passed.

Sheriff Sions sent a personnel letter requesting final approval for Clarke Morgret to be appointed to the position of deputy sheriff effective February 13, 2023. Commissioner Hott moved to honor the Sheriff's request and approve the appointment of Mr. Morgret. Commissioner Cannon seconded the motion. The motion passed.

Sheriff Sions sent notice that Deputy John Smith has been promoted to the rank of Corporal with a corresponding salary increase to be effective February 9, 2023.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Clerk Strite re-presented the grant agreement forms between the Division of Administrative Services, Justice and Community Services Section and the Hampshire County Commission for grant # 22-JAG-18, which supplements the police resource officer (PRO) position at Hampshire High. The Division of Administrative Services needed these documents electronically and they needed to be resigned and scanned to them. Commissioner Hott moved to authorize the President to resign the PRO grant documents and Commissioner Cannon seconded the motion. The motion passed.

Commissioner Hott moved that the Commission meeting go into executive session as requested by Ms. Timbrook for personnel matters as allowed in WV Code §6-9A-4. Commissioner Cannon seconded the motion and the President declared the meeting in executive session at 10:57 am.

President Eglinger declared the meeting back in regular session at 11:28 am and stated that no decisions were made and no actions taken.

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 11:35 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk



A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, February 28, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then asked those in attendance to join Clerk Eric Strite as he offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on February 14, 2023 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.

Beth Reese of the River House in Capon Bridge, presented information regarding their activities and highlighted the economic benefits of participatory arts in the community. Mrs. Reese introduced three people who shared how they enjoy the River House as a social center and a place to share their artistic efforts and to enjoy those of other people.

A public hearing to probate the will of August Frank Benson in solemn form had been scheduled and Attorney Lawrence Sherman had served notice on all interested parties. An objection to the probate of the will in question had been brought by Attorney Brian Vance who contested that a subsequent will should control the estate. Attorney Sherman stated that he had already filed a similar action in Circuit Court. Commissioner Hott stated that since the action has already been filed in Circuit Court and because that is where contests of wills are decided, he moved that the matter be referred to Circuit Court, before action by the County Commission. Commissioner Cannon seconded the motion and the motion passed. The Clerk will notify the Court by letter.

Hampshire County Prosecuting Attorney sent a letter and came in person to request approval to reallocate funds within her current budget. Ms. Miller stated that she has had no success in hiring an Assistant Prosecutor and would like to hire a paralegal instead, freeing up approved salary funding within the budget to provide raises for her current staff. Commissioner Hott moved to approve the request and Commissioner Cannon seconded the motion. The motion passed.

The letter of agreement between the West Virginia State Auditor and the Commission regarding the audit of the financial statements of the entities that comprise Hampshire County Government for the fiscal year ended June 30, 2023 was presented. Commissioner Hott moved to authorize the President to sign the agreement letter with the Auditor's Office and Commissioner Cannon seconded the motion. The motion passed.

The caretakers of the Pin Oak Fountain sent a letter expressing concerns regarding some deterioration that has occurred over time. Commissioner Cannon moved to refer the matter to Project Manager Matthew Hott for a recommendation. Commissioner Hott seconded the motion and the motion passed.

Patsy Weakley of the Animal Control Shelter sent a letter informing the Commission of some areas of concern regarding the facility. Commissioner Hott moved to request Project Manager Hott to evaluate the situations and get back to the Commission. Commissioner Cannon seconded the motion and the motion passed.

Brian Malcolm, Director of Hampshire County Emergency Services Agency (HCESA) and Homeland Security Emergency Management (HSEM) requested approval of the Emergency Management Preparedness Grant (EPMG) acceptance letter. The application for this grant was approved in December and the award will be \$54,339. Commissioner Hott moved to authorize the President to sign the letter and Commissioner Cannon seconded the motion. The motion passed.

Mr. Malcolm informed the Commission that the HCESA Board had interviewed and selected a person to fill the vacant role of Administrative Assistant and he stated that the Board recommended hiring Katherine Sions to fill the position. Commissioner Hott moved to approve the hiring of Mrs. Sions as recommended and Commissioner Cannon seconded the motion. The motion passed.

Mr. Malcolm stated that Erin Timbrook has decided that she will be taking a position with another employer in the near future and will leave her dual role of Grant Writer and Deputy Director of Homeland Security & Emergency Management. Mr. Malcolm asked to

replace the Deputy Director position and asked for direction regarding the grant writer. The Commission suggested that they would prefer to have the grant writer role to be more centrally located and would need to discuss that further. Commissioner Hott moved to authorize Mr. Malcolm to advertise to fill the position of Deputy Director. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Hott cited the ambulance amendment from the agenda and moved that a public hearing be advertised in order that the amended ordinance might be completed by April. Commissioner Cannon seconded the motion and the motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Hott moved to approve the tax exonerations as presented. Commissioner Cannon seconded the motion and the motion passed.

The Eastern Regional Family Network requested the use of the front of the Courthouse and the flagpole on April 29, 2023 about 10 am, to commemorate Children's Flag Day. The Commissioners agreed by acclamation to approve the event and use of the space.

The Commissioners had all been contacted by members of the community with concerns of how the Board of Education has handled the naming of the new schools and several design aspects of the buildings, including water supply, loss of recreation facilities and restroom designations. President Eglinger specified several public concerns and Board of Education President Ed Morgan responded with Matthew Trimble also in attendance. The public was given an opportunity to give personal and specific concerns. Commissioner Hott moved that the Commission send a letter listing the specific concerns to the Board of Education and request their formal response. 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. 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 Planning and Development Council sent five documents and asked the Commission to take action on several matters related to different Community Development Block Grants (CDBG).

Commissioner Hott moved to authorize the President to closeout the Broadband project grant in Capon Bridge. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Hott moved to authorize the President to sign the final draw on the Capon Bridge Broadband project and Commissioner Cannon seconded the motion which passed.

The legal services contract and agreement between the Commission and Attorney John Athey for the CDBG Health Department grant was presented. Commissioner Hott moved to authorize the President to sign the documents. Commissioner Cannon seconded the motion and the motion passed.

The second draw for the CDBG Health Department Facility grant was presented and Commissioner Hott moved to approve and authorize the President to sign the document. Commissioner Cannon seconded the motion and the motion passed.

The first draw for the hospital abatement project was presented and Commissioner Hott moved to approve and authorize the President to sign the draw. 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 8:52 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, March 14, 2023 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. The President asked Pastor Ken Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on February 28, 2023 were presented for consideration. Commissioner Hott moved to approve the minutes of the last meeting 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 a letter they received from Adam M. Carlin, Certified Public Accountant, in response to their "Notice of Request for Accounting services for Hampshire County Commission's CDBG-CV Health Department Construction Project". Mr. Carlin specified billing rates and Region 8 asked if the Commission wished to pursue an agreement with Mr. Carlin for his services on the grant. Commissioner Hott moved to work with Mr. Carlin on the project and Commissioner Cannon seconded the motion. The motion passed.

Steve Moreland, Chair of the Library Board, requested the release of the funds that the Commission committed to the stabilization project on the Davis History House. The Commission committed \$11,745 to pay half the cost of the effort, during the meeting of December 20, 2022. Mr. Moreland reported that the contractor will complete work by the end of the current week and would like payment upon completion. Commissioner Cannon moved to relinquish the funds from the General Fund and Commissioner Hott seconded the motion. The motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Project Manager Matthew Hott presented the single bid that was submitted in response to the advertisement for the new Judicial Center Security system. Metz Electric, LLC was the lone bidder with specifications for the new system and a cost of \$24,800 installed. Commissioner Cannon moved to approve the bid as presented. Commissioner Hott seconded the motion which passed.

Commissioner Hott stated that Erin Timbrook agreed to continue working part-time as grant writer until a new grant writer can be hired. Commissioner Hott then made a motion to hire Ms. Timbrook on a part-time basis at the rate of \$20 per hour. Commissioner Cannon seconded the motion and the motion passed.

The Commission agreed that it will be necessary to develop a job description for the grant writer position at the next meeting.

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.

Compliance Officer Amanda Barnes presented a cell tower permit application for an update of the antenna. Commissioner Cannon moved to approve the permit application as presented and Commissioner Hott seconded the motion. The motion passed.

President Eglinger offered a public comment period with one member of the public in the audience who declined the opportunity.

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 9:48 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

After the adjournment of the regular meeting, beginning at 10 am, the Commission met with Department Heads and discussed the budget of the County for the upcoming Fiscal Year of 2023-2024 in a work session as previously scheduled and advertised. No decisions were made and no actions taken.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, March 28, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then asked those in attendance to join Pastor Ken Lake as he offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on March 14, 2023 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.

Reverend Rob Vaughn and Sheri Unger of the Romney Christian Ministerial Association presented a request for the Commission to approve a Proclamation in support of the National Day of Prayer and for permission to use the front portico of the Courthouse for the local observance of the event on Thursday, May 4, 2023. President Eglinger read the proclamation and Commissioner Hott moved that the Commission approve and adopt the Proclamation and approve the use of the building. Commissioner Cannon seconded the motion and the motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Peg McMasters of the Capon Bridge Founder's Day Festival sent a letter requesting an additional \$2,500 of support in addition to the previously approved \$2,500 for the festival this fall. Commissioner Hott moved to honor the request for a total of \$5,000 of support for the festival pending availability of funds in the County budget. Commissioner Cannon seconded the motion and the motion passed.

The Commission had requested that a public hearing be scheduled for this meeting in order for amendments to the Hampshire County Emergency Ambulance Ordinance to be considered. The public hearing was advertised as a Class II legal ad, as required in the ordinance. President Eglinger explained the proposed revisions and read the resolution, then opened the public comment period. There was no public comment offered and Commissioner Hott moved to approve the proposed amendments to the Hampshire County Emergency Ambulance Ordinance. Commissioner Cannon seconded the motion and the motion passed, resulting in the update of the ordinance.

Matthew Hott, Project Manager and Steve Kimble of the Hampshire County Emergency Services Agency (HCESA) presented a request from the HCESA Board to purchase between one and three additional lots adjacent to the lot previously purchased for the future location of the ambulance building/headquarters. It has been determined that the initial lot does not have adequate size for safe entry and exit from the public road. The HCESA Board asked the Commission to consider the one, adjacent lot for \$55,000 or to purchase the three lots that are contiguous, for \$95,000 allowing for safe access and future growth. After some discussion, Commissioner Hott moved to purchase the three lots for \$95,000 and have HCESA to proceed with a request for proposal (RFP) to develop the site. President Eglinger provided the second for the motion, then the motion passed on a unanimous voice vote.

The Pin Oak CEOS club requested the Commission to consider some repairs to the old landmark. The matter was referred to Project Manager Matthew Hott in the February 28 meeting and he was able to get a local contractor to review the situation and offer an estimate of \$850 to accomplish the repairs. Commissioner Cannon moved to approve the repairs and Commissioner Hott seconded the motion. The motion passed.

Melinda Chambers and Steve Moreland of the Hampshire County Committee on Aging, requested an update on the progress on funding for the Romney Senior Center repairs and improvements. The Commission approved \$10,000 toward the repairs in the December 2022 meeting with the understanding that our local legislative representatives would work to obtain additional funds. These funds are not fully confirmed at this point, but seem promising. Commissioner Hott moved to authorize the Committee on Aging to create an RFP for the

improvements to the Romney Senior Center. 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. 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.

Sheriff Nathan Sions acting as Chair of the Wage and Review Board, sent a letter requesting the appointment of Phoebe Lahman as the Civil Service representative to the board and Tammy Corbin as the employee representative. Commissioner Hott moved to approve the recommended appointees and Commissioner Cannon seconded the motion. The motion passed.

Clerk Strite presented a balanced budget, (levy estimate), based on earlier direction from the Commission, as prepared by Clerk's Deputies Bethany Billmeyer and Holly Bailey. Commissioner Robert Hott moved to approve the 2023-2024 Levy Estimate, as presented by the Clerk's staff and Commissioner Cannon seconded the motion. The proposed budget was approved by a unanimous voice vote. The 2023-2024 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 2023, as required in WV Code.

President Eglinger offered a period of public comment with several audience members offering ideas and comments. No actions were taken.

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.

An employee in the maintenance staff submitted a request for time off under Family Medical Leave Act guidelines. Commissioner Hott moved to authorize the Clerk to approve the request as needed. Commissioner Cannon seconded the motion and the motion passed.

The third (#3) Official Budget revision to the General Fund, #1, was presented. Commissioner Hott moved to approve the third budget revision to the General Fund and Commissioner Cannon seconded the motion. 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 7:40 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, April 18, 2023 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. The President asked County Clerk Eric Strite to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on March 28, 2023 were presented for consideration. Commissioner Hott moved to approve the minutes of the last meeting 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 Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

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

The Clerk had previously received notice of approval of the Levy Estimate for Hampshire County for the Fiscal Year July 1, 2023-June 30, 2024 from the WV State Auditor. The proposed Levy Estimate was advertised as required by law and posted on the Commission's meeting agenda as a Public Hearing in order to allow the public the opportunity for objection or to question the proposed budget for the next fiscal year. President Eglinger opened the public hearing and the Clerk read the proposed levy rates. After a reasonable amount of time when there were no comments offered, Commissioner Cannon moved to 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. Commissioner Hott asked that the Fire and Library Levy Rate sheets be clearly identified as such and seconded the motion to approve the levy rates as stated. The motion passed by unanimous voice vote.

Hampshire County Emergency Services Agency (HCESA) requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for approval by HCESA personnel. Several of the exemption requests were due to erroneous billings. Commissioner Hott moved to approve the exemptions as presented and Commissioner Cannon seconded the motion which was then passed.

The Commission had been dealing with resistance on the part of the Romney Housing Authority to provide a list of residents for billing of ambulance fees as provided by the Ambulance Ordinance. A resolution was presented and read by Commissioner Hott to appoint Attorney Richard Gay to proceed to file a declaratory judgment on behalf of the Commission against the Romney Public Housing Authority in the Circuit Court of Hampshire County, to determine whether or not the residents of the Housing Authority facilities located in Romney, West Virginia, are liable for the Emergency Ambulance Service Fee, as are all other citizens of the County except as other-wise provided for by an exemption under the Ordinance. Commissioner Hott then moved to approve the resolution and proceed with the action for a declaratory judgment in Circuit Court. Commissioner Cannon seconded the motion and the motion passed. The Commissioners signed the Resolution.

Alison Jewell, Director of the Hampshire County Farmland Protection Board sent a letter requesting the approval of a donated easement on the 115.097-acre Charles C. Hall property located on Gibbons Run Road near North River Mills. Commissioner Hott moved to approve the Hall easement as recommended by the Farmland Protection Board and Commissioner Cannon seconded the motion. The motion passed.

Maintenance Supervisor Kenny McBride presented a recommendation to replace the air conditioning unit at the David Gee Animal Control Shelter in Augusta. The estimate to replace the unit is about \$4,000 and repair will be at least \$2,000. Commissioner Hott moved to approve the replacement of the unit and Commissioner Cannon seconded the motion. The motion passed.

Mr. McBride asked the Commission to consider a pay increase for the two newest members of the maintenance crew as they are making significantly less than new hires in other offices and have proven to be very valuable to the maintenance of our facilities. The Commission agreed to review the situation and make sure the matter is on a future agenda.

President Eglinger offered the public an opportunity for comment and there were none offered.

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 9:55 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, May 9, 2023 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. The President asked Clerk Eric Strite to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on April 18, 2023 were presented for consideration. Commissioner Hott moved to approve the minutes of the last meeting 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.

Eastern West Virginia Community Action Agency sent a suggested resolution wherein the Commission declared May 2023 as Community Action month in recognition of the hard work and dedication of that agency in our communities. Commissioner Cannon moved to approve the resolution and Commissioner Hott seconded the motion. The motion passed and President Eglinger signed the resolution.

Jean Shoemaker, President of the Hampshire County Historic Landmarks Commission (HCHLC) gave an update on their progress and informed the Commissioners that the HCHLC will be bringing a proposed by-laws change for approval in June. The Cemetery Survey will commence in the near future and the HCHLC is looking for a space to store some accumulated artifacts and they will also be working on setting up an operating budget.

Romney Mayor Beverly Keadle, member of the Hampshire County Development Authority (HCDA) introduced Mr. Jon Todd Hott as the new Executive Director (elect) and requested \$20,000 to fund a transition period for him to work along side retiring Director Eileen Johnson. Commissioner Cannon moved to approve a contribution from the Commission of \$14,000 to fund ninety (90) days of transition. Commissioner Hott seconded the motion and the motion passed.

Ms. Keri Shreve, Chair of Romney Parks and Recreation, along with Mayor Keadle, presented a request for American Recovery Plan (ARP) funds for an engineering survey to be used in the renovation of the Romney Town Pool. The request had been submitted through Erin Timbrook, the ARP grant specialist, and was deemed to be an eligible purpose for the use of ARP funds. Commissioner Hott moved to approve the \$30,000 request for the plan from ARP funding. Commissioner Cannon seconded the motion and the motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Region 8 Planning and Development Council sent a contract from Adam M. Carlin, Certified Public Accountant in regard to services to be performed on the Community Development Block Grant (CDBG) for the Health Department project. The Commission had voted to accept Mr. Carlin's stated terms for his services during the March 28, 2023 meeting so the Commission agreed it would be appropriate for President Eglinger to sign the contract.

The Central Hampshire Public Service District sent a right-of-way document for the Commission to grant access over County Property at Camp Walker. Commissioner Hott moved to approve the right-of-way and Commissioner Cannon seconded the motion. The motion passed and all three Commissioners signed the document.

Region 8 Planning and Development Council sent CDBG grant reimbursement requests for grant number CV-CDBG0021, in the amounts of \$9,500.79 and \$9,451.40. Commissioner Cannon moved to approve both of the reimbursement requests and Commissioner Hott seconded the motion. The motion passed.

Logan Mantz brought a request for ARP funding to facilitate a transition of the Tech Park utility to the Town of Capon Bridge. Current HCDA Executive Director Eileen Johnson came to help explain the situation from the stand point of the Development Authority. The request included funds to install a bulk water facility, the purchase of the former package plant site of one (1) fenced acre and funds to insure sewer connection and telemetry compatibility. The Commission had concerns regarding the scope and focus of the proposal and asked that the request be refined. Commissioner Cannon moved to reconsider the proposal in two weeks, at the next meeting. Commissioner Hott seconded the motion and the motion passed.



Peg McMaster and Tina Ladd came as representatives of the Hampshire County Convention and Visitor's Bureau (HCCVB) to request ARP funds for an engineering survey of three small trails and a possible, larger, region-wide walking / bicycle trail. The HCCVB's position is that trails encourage outdoor activity and are attractive facilities for residents and potential residents. The engineering survey would allow a project to be shovel ready and help qualify for future, possible construction grants. Commissioner Hott moved to approve the request from the HCCVB for ARP fund in the amount of \$60,000 and Commissioner Cannon seconded the motion.

Erin Timbrook presented ARP two requests that had been submitted to her. The Augusta Ruritan requested \$44,500 to upgrade the cinder block, exhibit hall building at the Hampshire County Fairgrounds for year-round use by installing a new floor, insulation and a HVAC system. Commissioner Hott moved to approve the request for ARP funds to make improvements to the fairgrounds exhibit hall. Commissioner Cannon seconded the motion and the motion passed.

Ms. Timbrook also presented a request for automatic electronic defibrillator (AED) units for two different organizations. Parks and Recreation requested two and the local Little League requested three units. Pricing is expected to be more efficient by ordering them together. Commissioner Cannon moved to approve the use of ARP funds to purchase up to five (5) AED units and Commissioner Hott seconded the motion. The motion passed.

The Commission discussed concerns regarding the volunteer rescue squad response rates. Commissioner Hott moved to send letters to squads with response rates below fifty percent (50%), reminding them of Commission policy that insurance coverages may be suspended. President Eglinger seconded the motion and the motion passed with two affirmative votes by Hott and Eglinger with Cannon voting against the motion.

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

Maintenance Supervisor Kenneth McBride had requested an off-frequency pay increase for some of the lower paid members of the maintenance staff during the last meeting. Clerk Strite presented the request to increase the hourly rate of pay for Jonathan E. Flynn, II, and Randy Raigner of the maintenance staff and also for Karen Shifflet of the cleaning staff. A raise was also included for the two part-time members of the cleaning staff. Commissioner Hott moved to approve the pay increase as presented and Commissioner Cannon seconded the motion. The motion passed.

Clerk Strite presented a request for off-frequency pay increases for Rebecca Lewis and MaryAnne Shanholtz of the Clerk's office. The Clerk stated there are sufficient funds in the Clerk's budget to accommodate the request and that the pay increase would commence with the current pay period. Commissioner Cannon moved to approve the pay increase as requested and Commissioner Hott seconded the request. The motion passed.

The Clerk presented instruments from the Bank of Romney raising the rates on Commission certificates of deposit. There was discussion regarding possible higher rates of return and a suggestion the Sheriff might negotiate a higher interest rate. After some time, the President asked for the pleasure of the group, with the comment would you prefer to shop around or negotiate for a better rate? Commissioner Cannon responded, "that would be my motion." Commissioner Hott seconded the motion and the motion passed.

The Clerk presented Official Budget Revision #4 to the General Fund (#1). Commissioner Cannon moved to approve the budget revision as presented and Commissioner Hott seconded the motion. The motion passed.

The expense invoices of the County were presented for review by the Commissioners. Commissioner 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 11:36 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, May 23, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then asked those in attendance to join him as he offered prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on May 9, 2023 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.

Rebecca Miller, Prosecuting Attorney introduced Cristal Shumaker, who is a new legal assistant in the Prosecutor's office.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Compliance Officer Amanda Barnes presented cell tower permit applications from US Cellular for two new towers, one of which will be located on Poland Hollow, between Romney and Springfield and the other on the west side of Capon Bridge. Both towers will be one-hundred-ninety feet tall. Commissioner Hott moved to approve the cell tower permit applications as presented and Commissioner Cannon seconded the motion, which then passed.

Region 8 Planning and Development Council sent a request for reimbursement in the amount of \$96,794.59 for the Health Department facility grant. Commissioner Cannon moved to authorize the President to sign the reimbursement documents and Commissioner Hott seconded the motion. The motion passed and President Eglinger signed the forms.

Project Manager Matthew Hott presented bids for two advertised project bid openings. The first was a single bid to make improvements to the Romney Senior Center kitchen. Mr. Hott reported that four interested contractors attended the mandatory pre-bid meeting, but only one submitted a bid for the project. Harbel, Inc., sent a proposal to perform the work for a bid of \$159,000. Commissioner Hott moved to reject the bid from Harbel, Inc. Commissioner Cannon seconded the motion and the motion passed.

The other advertised request for proposal was for excavation work for the ambulance station on Harvest Drive which resulted in two bids. Gary's Excavating submitted a bid of \$64,750.00 and Key Construction Services submitted a bid of \$40,000. Commissioner Hott moved to accept the lower bid from Key Construction Services and Commissioner Cannon seconded the motion. The motion passed.

Mr. Hott presented estimates that he had obtained regarding two projects that had been previously approved and fall below the bidding requirement of \$25,000 for construction projects as specified in WV Code § 5-22-1(5c).

The first project is the concrete work needed at the south end of the Romney Senior Center to prevent water infiltration from the parking lot and adjacent town swimming pool. Gary's Excavating, Inc. estimated the work could be accomplished for \$7,116.00 and Masonry Solutions sent an estimate for materials and labor for pouring and finishing the sidewalk and curb for \$5,800. Commissioner Cannon moved to approve the lower estimate with Masonry Solutions, providing documentation of WV Contractor's license, scope of work and insurance certification. The Commissioner continued in his motion to state that the project proceed using Gary's Excavating if the required documentation is not presented by the low bidder. Commissioner Hott seconded the motion and the motion passed.

A project at the Hampshire County Animal Shelter to provide protection for livestock such as pigs, has been previously approved with a twenty (20) by twenty (20) foot concrete pad having been installed. Mr. Hott presented a purchase order for an American Steel Carport structure to be purchased from Augusta Auto Parts, the local dealer, to be placed on the pad and complete the shelter for \$7,339.50. Commissioner Hott moved to approve the purchase of the structure and Commissioner Cannon seconded the motion. The motion passed.

Ms. Vivian Parsons, Public Entity Specialist, with the WV Risk Pool, presented an update on the operations and services of the Pool.

The Commission agreed to move the employee handbook consideration to later on the agenda.

Logan Mantz came with Eileen Johnson of the Hampshire County Development Authority to present a request for funding of the transfer of the water utility from the Development Authority Tech Park to the Town of Capon Bridge, using American Recovery Plan (ARP) funds. A similar presentation was made in the meeting of May 9, 2023, when the Commission asked Mr. Mantz to refine the request for consideration at this meeting. Commissioner Cannon moved to approve the subgrant request for funding in the amount of \$242,325 from ARP funds. Commissioner Hott seconded the motion and the motion passed.

Rebecca Hott, President of the Hampshire County Development Authority asked to have a small event to open the time capsule found during the de-construction of the old hospital building. This would occur in the Courtroom on July 13, 2023 after the scheduled Commission meeting and they would like to have the event live-streamed. There may also be refreshments. The Commissioners were agreeable with the idea.

The Wage and Review Board has been working on updating the Hampshire County, West Virginia Employee Handbook. Clerk Strite along with Prosecutor Miller presented the completed handbook to the Commission for approval and adoption. Commissioner Cannon moved to adopt the revised handbook as presented and Commissioner Hott seconded the motion. The motion passed.

Hampshire County Board of Education President Ed Morgan and board members Corena Mongold and Kim Poland had asked to hand deliver letters in response to the letter from the Commission which was sent in March of this year.

Commission President Eglinger offered a public comment period with no takers.

Fiduciary Commissioner William Judy sent a recommended final order in the Estate of James E. Wingler stating that there being no further issues of matters in controversy, the estate can be settled and closed. Commissioner Hott moved to approve the Fiduciary Order settling the James D. Wingler Estate. 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. 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 Commission discussed the position of grant writer and Commissioner Cannon moved to advertise for a part-time grant writer. 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 8:04 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, June 13, 2023 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. The President asked Pastor Kenneth Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on May 23, 2023 were presented for consideration. Commissioner Cannon moved to approve the minutes of the last meeting 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.

Sheriff and Treasurer of Hampshire County, Nathan J. Sions, requested approval of the Hampshire County Delinquent List for Tax Year 2022 as of May 1, 2023. Commissioner Robert Hott moved to approve the Delinquent Tax List and Commissioner David Cannon seconded the motion. The motion passed.

Larry See, Director of the Hampshire County Parks and Recreation Department, asked permission to have the Maintenance Staff to help with preparation of the grounds prior to the South Branch Valley Bluegrass Festival. Commissioner Cannon moved to approve the help by the Maintenance Staff and Commissioner Hott seconded the motion. The motion passed.

Maintenance Supervisor Kenny McBride sent a request and quote regarding the replacement and installation of handrails on the North High Street side of the Courthouse property. Hampshire Metal had provided a quote in the amount of \$2,980.76. This is to replace the existing two rails and install the third in front of the Old Jail, where one has been needed for some time. Commissioner Hott moved to approve the quote from Hampshire Metal Industries and proceed with the installation. Commissioner Cannon seconded the motion and the motion passed.

Carol Shaw and Jean Shoemaker of the Hampshire County Historic Landmarks Commission, presented a draft of the revision of the by-laws for that organization which will account for the separation of that board from the Planning/Compliance Office and a budget for the next fiscal year utilizing \$5,000 currently allocated for their operating expenses in the Planning/Compliance budget. Commissioner Hott moved to approve the request to move the funds from the Planning Office and establish a Historic Landmarks budget. Commissioner Cannon seconded the motion and the motion passed.

Commissioner Cannon moved to table consideration of the proposed by-laws revision until the next meeting so the Commissioners can review the changes. Commissioner Hott seconded the motion and the motion passed.

Commissioner Hott nominated Robert A. Smith of Augusta to the Historic Landmarks Commission, replacing Brenda Hiatt whose term will expire at the end of June and plans to retire from the Commission. Commissioner Cannon seconded the nomination and the motion passed. Ms. Hiatt was commended for her service on the Historic Landmarks Commission.

The South Branch Valley Day Report Community Corrections grant funding was approved in the amount of \$190,000 to support the operations of that organization. Commissioner Hott moved to authorize the President to sign the grant contract and all other necessary documents. Commissioner Cannon seconded the motion and the motion passed. The grant number for this grant is 24-CC-05.

Assessor Norma Wagoner sent the certification pages for the tax books for tax year 2023, for signature by the Commission. Commissioner Hott moved to sign the certification pages and Commissioner Cannon seconded the motion. The motion passed.

Brian Flanagan and Leah Kidner represented the Hampshire County Community Events Center Committee to request funding in the amount of \$20,000 for a feasibility study from American Recovery Plan (ARP) funds. They also requested funds for a grant writer, but the Commission informed them that they will soon hire a grant writer to address the grant activities of the county departments and affiliated entities. Commissioner Cannon moved to commit \$20,000 of the ARP funds to pay for the requested feasibility study for the Events Center at the fairgrounds. Commissioner Hott seconded the motion and the motion passed.

Hampshire County Prosecuting Attorney, Rebecca Miller presented a request to increase her 2023/2024 budget by \$9,026.00 to accommodate the hiring of an Assistant Prosecutor.

Prosecutor Miller also requested to transfer \$2,000 from budget line-item Computer Software to Salaries and Wages in the currently approved budget. Commissioner Cannon moved to approve both the request for the budget increase and the line-item transfer. Commissioner Hott seconded the motion, which passed.

Eileen Johnson was unable to attend her scheduled meeting time.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The Hampshire County Board of Education had sent a memorandum of understanding (MOU) pertaining to the next Police Resource Officer (PRO) grant. The Commission asked the Sheriff to review the MOU, then Commissioner Cannon moved to table further consideration of the MOU until the next Commission meeting. Commissioner Hott seconded the motion and the motion passed.

The Hampshire County Fire Association was represented by GT Parsons and Brian Malcolm. Both of these individuals have a long history of volunteer service to Hampshire County in their local volunteer fire companies and Mr. Parsons is the current President of the State Fire Association, while Malcolm is the immediate past-president. The Hampshire Fire Association will be acting as host for the State Fire Convention which will be held in Canaan Valley State Park in August of this year. The County Convention Committee requested the Commission to contribute \$7,500 toward the State Convention. Commissioner Cannon moved to approve the \$7,500 request to help support the efforts of the local fire companies as they host the State Fire Convention. Commissioner Hott seconded the motion and the motion passed.

Fiduciary Commissioner Jonathan G. Brill, sent a recommended order asking that the Commission allow an additional thirty days while he holds another hearing to reconcile a dispute over claims against the Estate of Kenneth Darnay. Commissioner Hott moved to approve the recommended order and Commissioner Cannon seconded the motion. The motion passed.

Hampshire County Emergency Services Agency (HCESA) requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for action by HCESA personnel. Commissioner Hott moved to approve the exemptions as presented and recommended for approval with the exception of ticket number 4054, which should be returned to HEMSA for further evaluation. Commissioner Cannon seconded the motion which was then passed.

Commissioner Hott moved to deny two exemption requests that had been recommended for denial by HEMSA. Commissioner Cannon seconded the motion and the motion passed.

HEMSA Director Malcolm was able to clarify some questions and Commissioner Hott moved to approve the exemption request for ticket number 4054. Commissioner Cannon seconded the motion and the motion passed.

Grant applications for American Recovery Plan (ARP) funds were considered next. Each of these applications had previously been vetted by Hampshire County's ARP specialist, Erin Timbrook and deemed to be for eligible purposes as defined in the ARP guidelines.

HEMSA Director, Brian Malcolm, presented a request that funds be committed for the construction of an ambulance building which will house the vehicles, and provide office space and a waiting area for HEMSA staff. Mr. Malcolm stated that \$500,000 has been reserved from other funds and it is expected that construction can be completed with an additional \$800,000, based on previously obtained estimates. Commissioner Hott moved to approve the \$800,000 allocation to the ambulance building and Commissioner Cannon seconded the motion. The motion passed with Hott and Cannon voting in the affirmative and Eglinger voting no.

Aaron Cox presented a request for \$510,000 to construct seven and one-half (7 ½) miles of fiber. Expenses of engineering and permitting, materials and construction were included in the request. The remaining balance of unallocated ARP funds was much lower than this request, so President Eglinger moved that this request be granted from General County Funds. Commissioner Cannon seconded the motion and the motion passed.

The Capon Bridge Public Library Committee submitted a request for ARP funding in the amount of \$15,000 to replace the library roof. Commissioner Hott moved to

approve the request for the \$15,000 allocation and Commissioner Cannon seconded the motion.

Sheriff Nathan J. Sions, presented a request of \$27,393.36 to purchase and install mobile routers in the ambulances and to replace old routers in the Sheriff's fleet. Commissioner Hott moved to approve the requested allocation and Commissioner Cannon seconded the motion. The motion passed.

The owners of Walnut Grove Campground submitted a letter requesting the Commission reverse a decision made by staff in the Treasurer's office after a report was submitted shortly after the deadline established in the Ambulance Ordinance. Commissioner Cannon moved to approve the request for leniency and Commissioner Hott seconded the motion. The motion failed when Commissioner Cannon voted to approve the request and Commissioner Hott and President Eglinger voted against the motion.

Region 8 Planning and Development Council sent a Community Development Block Grant (CDBG) reimbursement request for grant number CV-CDBG0021, in the amount of \$10,031.28. Commissioner Hott moved to approve the reimbursement request 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.

Official Budget Revision #5 to the General Fund (#1) was presented. Commissioner Hott moved to approve the Official Budget Revision as presented and Commissioner Cannon seconded the motion. The motion passed.

Circuit Clerk Sonja Embrey sent an in-house budget revision, requesting approval to move funds within her approved 2022-2023 budget. Commissioner Hott moved to approve the request and Commissioner Cannon seconded the motion. 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 11:40 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, June 27, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then asked Rev. Kenneth Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the Commission meeting held on June 13, 2023 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, Executive Director of the Hampshire County Farmland Protection Board, asked for approval of an easement for 396 acres located on JR Rannels Road and owned by Belmont Holdings, LLC. Commissioner Hott moved to approve the easement and Commissioner Cannon seconded the motion. The motion passed.

The annual contract renewal with Global Science and Technology (GST) for computer networking and IT services was scheduled and presented along with a contract renewal to provide their services to the Treasurer's Office in regard to ambulance billing software. GST has provided trouble shooting, repair and installation services for the Clerk's, Prosecutor's and Circuit Clerk's offices for several years and developed the billing software also. The current rate was unchanged on both contracts. Commissioner Cannon moved to authorize the President to sign the contracts with GST and Commissioner Hott seconded the motion. The motion passed.

One item of business from the last meeting that was tabled was the memorandum of understanding (MOU) with the Board of Education regarding the police resource officer(s) (PRO). Commissioner Hott moved to remove the PRO MOU from the table for consideration and Commissioner Cannon seconded the motion. The motion passed.

Sheriff Sions had reviewed the MOU and recommended its adoption and Commissioner Hott moved to authorize the President to sign the document. Commissioner Cannon seconded the motion and the motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

Hampshire County Emergency Services Agency (HCESA) requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for action by HCESA personnel. Commissioner Cannon moved to approve the exemptions as presented and Commissioner Hott seconded the motion which was then passed.

There was a brief discussion of the upcoming Regional Opioid meeting to select a representative for the sub-division of the state identified as Region 2. No action was taken.

The by-laws revision for the Historic Landmarks Commission was tabled at the last meeting to allow time for review and Commissioner Hott moved to remove this item from the table for consideration. Commissioner Cannon seconded the motion and the motion passed.

After a short discussion, Commissioner Hott moved to approve the proposed by-laws revision which separates the Landmarks Commission from the Planning Office and clarifies their operating procedures. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger presented the Broadband progress report.

Rolf Ronken presented an application to the West Virginia Department of Environmental Protection (WV DEP), Rehabilitation Environmental Action Plan (REAP). Mr. Ronken was accompanied by Dorothy Kengla of the Recycling Committee. Mr. Ronken stated that the Recycling Committee had three goals they would like to see accomplished. The first goal was to get the approval of the Commission for the submission of the REAP grant application, the second goal was to get approval of a part-time employee to help with the recycling center and with moving the bins, and the third goal was to have the Commission approve someone to act as a coordinator, director or manager of the County's recycling activities. After the Commission reviewed the grant application, Commissioner Hott moved to approve the Grant application as well as the other goals that were presented, including Mr. Ronken being assigned the role of recycling manager. Commissioner Cannon seconded the motion and the motion passed.

Eileen Johnson, Executive Director of the Hampshire County Development Authority and Rebecca Hott, President-elect, presented new documents allowing revisions to the Community

Development Block Grant (CDBG) which pertain to the Brownfields grant for the old hospital demolition. The first document was a pay request in the amount of \$80,725.49, the second was a budget amendment in the amount of \$423,582 to cover abatement of additional materials that were recently revealed, and the third document was a change order to bring the demolition contractor back on site to accomplish the final abatement. Commissioner Cannon moved to authorize the President to sign the three documents as needed and Commissioner Hott seconded the motion. The motion passed.

President-elect Rebecca Hott presented a spreadsheet listing costs incurred by the Development Authority in getting the old hospital demolished. Two-hundred-fifty thousand dollars (\$250,000) are needed to restore the Development Authority's revolving loan fund, due to the costs associated with the hospital which has depleted the fund. Commissioner Cannon moved to allocate \$250,000 to the Development Authority to be paid when previously approved Broadband funds are withdrawn. Commissioner Hott seconded the motion and the motion passed.

Commissioner Cannon stated concerns that the municipality of Capon Bridge may not be getting sufficient representation on the Development Authority based on WV Code §7-12-3. Commissioner Cannon moved to send a letter to the mayor and town council of Capon Bridge requesting that they submit to the county commission a list of three persons, one of whom the county commission may appoint to be the municipality's representative on the Development Authority. Commissioner Hott seconded the motion and the motion passed.

The grant writer position was posted and copies of the applications were given to the Commissioners. Commissioner Cannon agreed to set up a committee to review the applications and to interview potential candidates.

In-house budget transfers were presented from the Prosecutor, Extension Office, Sheriff and Treasurer's Offices, to move funds with-in their approved 2022-2023 operating budgets. Commissioner Hott moved to approve the in-house transfers as requested, and 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. 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.

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, July 11, 2023 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. The President asked Pastor Kenneth Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on June 27, 2023 were presented for consideration. Commissioner Hott moved to approve the minutes of the last meeting 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 Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The Treasurer's office had prepared an order to establish the County Clerk Election Administration Fund (# 61) and the County Clerk Real Property E-Recording Act Fund (# 62) as authorized by WV Senate Bill 522, which was passed in the 2023 Legislative Session and became WV Code §11-22-2(c)(1)(B) and (C). Commissioner Cannon made a motion to approve the Order establishing these funds and Commissioner Hott seconded the motion. The motion passed on a unanimous voice vote.

The Treasurer's office also prepared an order to establish a fund known as the Community Development Block Grant (CDBG) Fund (fund 100), as a non-interest-bearing account to specifically manage the proceeds of CDBG grant funds. Commissioner Cannon made the motion to approve the Order and establish the CDBG Grant Fund and Commissioner Hott seconded the motion. The motion passed on a unanimous voice vote.

Sheriff Nathan Sions sent a letter requesting approval for the appointment of Alex J. Martin to the position of deputy sheriff effective July 10, 2023. Commissioner Hott moved to approve the Sheriff's request for appointment of Deputy Martin and Commissioner Cannon seconded the motion, which passed on a unanimous voice vote.

Compliance Officer Amanda Barnes presented two permit applications from T-Mobile for antenna updates on towers located on Cher-Bet Drive in Augusta and Nathaniel Mountain. Commissioner Hott moved to approve the permit application and Commissioner Cannon seconded the motion. The motion passed on a unanimous voice vote.

Compliance Officer Barnes also presented the annual National Flood Insurance Program (NFIP) flood insurance rating certification. Commissioner Cannon moved to authorize the President to sign the certification and Commissioner Hott seconded the motion. The motion passed on a unanimous voice vote.

The Hampshire County Library Board of Trustees requested that Steve Moreland be reappointed to a new term on the Board. Commissioner Hott moved to reappoint Mr. Moreland to a new five-year term expiring June 30, 2028. President Eglinger seconded the motion and the motion passed with Hott and Eglinger voting in the affirmative and Cannon voting against the motion.

Jean Shoemaker and Carol Shaw, representing the Hampshire County Historic Landmarks Commission presented bids which had been received in response to advertisements for bids to perform the grant funded cemetery survey. The bids were opened and Commissioner Hott moved to approve the low bid from Aurora Consultants to perform the grant work and Commissioner Cannon 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, for the period of July 1, 2023 through July 1, 2024. The Bank of Romney assigned bonds to secure Eleven Million Seventy-Six Thousand Seven Hundred Thirty-one Dollars and Seventy-Six Cents (\$11,076,731.76) 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 West Virginia State Attorney General opioid settlement with Mylan Pharmaceuticals had been received and the Settlement Participation Form was presented for approval and signature. Commissioner Hott moved to authorize the President to sign the settlement form and Commissioner Cannon seconded the motion. The motion passed.

Two documents had been sent by Region 8 in regard to the CDBG Brownfields grant for demolition and abatement at the old Hampshire Memorial Hospital. The first document was Amendment Number 2 which increased the engineering and demolition budgets by \$423,581.42, and the second was request for payment number 22777-3 in the amount of \$159,418.50 for payment requests #2 and #3 for Reclaim, Inc. Commissioner Cannon moved to authorize the President to sign both Brownfields documents and Commissioner Hott seconded the motion and the motion passed.

Region 8 Planning and Development Council sent a request for payment (RFP) #225531-05 in regard to the Public Health Facility (building) in the amount of \$44,973.60 for architectural work by Potesta & Associates on the negative pressure room. Commissioner Cannon moved to authorize the President to sign this RFP and Commissioner Hott seconded the motion. The motion passed.

Brian Malcolm, Director of the Hampshire County Emergency Services Agency (HCESA) presented a resolution electing to participate in the Emergency Medical Services Retirement System, pursuant to WV Code §16-5V-31, and thereby will include all of the emergency medical services officers and 911 personnel who are eligible for membership in the Emergency Medical Services Retirement System. Commissioner Cannon moved to approve the resolution and Commissioner Hott seconded the motion. The motion passed on a unanimous voice vote.

Commissioner Hott had placed American Recovery Plan (ARP) grant revisions on the agenda and he brought up the approval actions taken in the June 13, 2023 meeting regarding the allocation of funding for the ambulance building and the broadband project. Eight Hundred Thousand (\$800,000) of ARP funds was allocated to the ambulance building and Five Hundred Ten Thousand (\$510,000) was requested from ARP funds, but because the remaining unallocated ARP funds were substantially less than the requested amount, it was decided to fund this request from General County Funds.

Commissioner Hott moved to revise the allocation approval of the June 13, 2023 meeting such that, the \$800,000 approved for the ambulance building will be reduced to \$300,000 and the balance of the needed funds for the ambulance building will come from General County Funds. Commissioner Cannon seconded the motion and the motion passed on a unanimous voice vote.

Commissioner Hott moved to approve the entire request of \$510,000 for the 7 ½ miles of broadband construction to be entirely funded from the ARP funds. Commissioner Cannon seconded this motion and the motion also passed on a unanimous vote.

Commissioner Hott also brought up the \$250,000 reimbursement to the Development Authority Revolving Loan Fund that was approved at the last meeting on June 27, 2023, with the understanding that it would be paid when the broadband project funds are withdrawn. Commissioner Hott moved to authorize the payment of these funds as soon as the Bookkeeping Staff feels the funds are available. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger offered a public comment period, but no one spoke.

The Clerk's staff prepared Official Budget Revision # 1 to the Coal Severance Fund (#2) for fiscal year 2023-2024. Commissioner Cannon moved to approve Budget Revision #1 to the Coal Severance Fund (#2) as presented. Commissioner Hott seconded the motion and the motion passed on a unanimous vote.

Commissioner Cannon moved to appoint Darren Taylor to represent Hampshire County on July 12, 2023 in Martinsburg for the selection of a Delegate for Region 2 on the West Virginia First Foundation, which will determine distribution of opioid settlement funds as they become available. 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 10:13 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A special meeting of the Hampshire County Commission was held at 9 am on Thursday, July 20, 2023 in the Courtroom of the Hampshire County Courthouse. The notice of the meeting was posted on Monday morning, July 17, 2023, advising the public that the meeting would be held for the purpose of considering Official Budget Revision #1 to the General Fund (#1).

President Brian Eglinger was present in person and Commissioners Robert Q. Hott and David Cannon attended by telephone. President Eglinger led the Pledge of Allegiance to the flag of the United States of America and then called the meeting to order.

President Eglinger stated that the only business for consideration at this meeting would be the Official Budget Revision # 1 to the General Fund. The Clerk reviewed the Budget Revision as prepared by the Accounting Staff and Commissioner Hott moved to approve Official Budget Revision #1 to the General Fund as presented. Commissioner Cannon seconded the motion and the motion passed on a unanimous voice vote.

All scheduled business having been addressed, Commissioner Cannon moved to adjourn the meeting and Commissioner Hott seconded the motion. President Eglinger declared the meeting adjourned at 9:07 am.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, August 8, 2023, 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. The President asked Pastor Kenneth Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on July 11, 2023, were presented for consideration as well as minutes from the July 17, 2023, special meeting. Commissioner Hott moved to approve the minutes of the last two meetings 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.

Deborah Omps was introduced to the commissioners as a new employee in the Clerk's Office.

Sheriff Nathan Sions presented concerns about expected employee retirements and subsequent staffing concerns in his department. He requested funding for a potential employee to be sent to the State Police Academy in January. He is requesting an estimate of between \$35,000 – \$40,000, expecting the cost to be on the on the higher side. Commissioner Cannon moved to approve the request up to the amount of \$35,000. Commissioner Hott seconded and the motion passed.

Sheriff Sions also notified the Commissioner's there were no applications for a Police Resource Officer (PRO) officer but he had two deputies interested in filling the position on their days off.

Sheriff Sions presented a memorandum of understanding (MOU) with the Supreme Court for a grant to provide a fingerprint scanning device for the Judicial Center. The grant will pay for the purchase and installation of the equipment and the Commission will be responsible for maintenance and housing the unit. Commissioner Hott moved to authorize the President to sign the MOU and Commissioner Cannon seconded the motion which then passed.

Michael Fratini presented concerns about an unlicensed salvage yard located near the Fairgrounds. Commissioner Hott made him aware that he would need to talk to the Planning Commission at their next meeting and present the concern to them. Compliance Officer Amanda Barnes was in attendance and stated she was aware of the situation and said that the property owner is following all legalities. President Eglinger told Mr. Fratini that the commission was unable to do anything at the present time.

Barbara Fortner, director of the Senior Service Employment Program, addressed the commission and explained to them the aspects and goals of the program.

The commissioners presented and congratulated Hampshire County Emergency Services Agency (HCESA) with the Mission Lifeline Aware Award from the American Heart Association, which is a national award.

President Eglinger read a letter of thanks to the commissioners for helping fund the Pin Oak Fountain repairs sent by Jan Ott, President of the Pin Oak CEOS Club.

Sheriff Nathan Sions sent two personnel letters regarding 911 dispatchers' employment terms. The first letter recommended an increase to Devin Nimmo's salary. Commissioner Cannon moved to approve the request and Commissioner Hott seconded. The motion passed. The second letter recommended to approve Trista Steinemann's part time employment. Commissioner Cannon moved to approve the recommendation and Commissioner Hott seconded the motion which also passed.

Assessor Norma Wagoner sent a personnel letter advising that Quianna Beyer has been moved from a temporary position to a full-time position with benefits. Commissioner Cannon moved to approve the request and Commissioner Hott seconded the motion which passed.

Hampshire County Historic Landmarks Commission (HCHLC), represented by Jean Shoemaker, presented information regarding upcoming grant opportunities and gave an update regarding the survey of Hampshire County cemeteries which is getting started, and will include a public meeting to gather information and to make the HCHLC aware of any cemeteries that may not be on the current registry.

Commissioner Cannon moved to reappoint Brian Buckler and Jack Poore to the Board of Appeals. These terms will expire 6/30/2025. Commissioner Hott provided the second, and the motion passed.

Commissioner Cannon moved to appoint Dorinda Strother to the Hampshire County Development Authority to represent the municipality of Capon Bridge. Commissioner Hott seconded the motion and the motion passed.

Circuit Clerk Sonja Embrey sent an in-house budget revision to her approved 2023-2024 budget. Commissioner Cannon moved to approve the budget revision as presented, Commissioner Hott seconded the motion, and the motion passed.

Commissioner Cannon reported that the grant writer position had been advertised, some applications were received and that the appointed committee convened to review and interview applicants, but had decided to make no recommendation at this time. Commissioner Hott moved to readvertise for the position and Commissioner Cannon seconded the motion, which passed. Commissioner Cannon moved that the advertisement run in the August 16 and 23 editions of the Hampshire Review. Commissioner Hott seconded, and the motion passed.

Tax Assessor Norma Wagoner sent over tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

President Eglinger offered a public comment period, and Rolf Ronken reminded the commission about the West Virginia Department of Environmental Protection, Rehabilitation Environmental Action Plan (REAP) grant presented to the commission and approved on June 27, 2023. As part of the motion to approve the grant application, the Commission approved the hiring of a part-time employee to help with the recycling center and with the moving of the bins. Mr. Ronken was also assigned the role of recycling manager in the same action. Mr. Ronken asked that the commission advertise, in next week's paper, for a part-time position. Commissioner Cannon moved to approve the advertisement for next week and Commissioner Hott seconded the motion. The motion passed.

Greg McBride also took the opportunity of the public comment period to address his Ambulance Fee bills. He has twelve (12) bills for mobile home lots and only nine (9) properties are being rented. The commission advised him to pay the twelve (12) bills this year and to request exemptions in future billings.

HCESA requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for action by HCESA personnel. Commissioner Hott moved to approve the exemptions as presented and Commissioner Cannon seconded the motion which was then passed.

Region 8 Planning and Development Council sent amendment documents to the timeline and budget for the Health Department Mobile Unit grant (CVCDBG0022). Commissioner Hott moved to authorize the President to sign the amendment documents as presented. Commissioner Cannon seconded the motion and the motion passed.

Region 8 also sent a request for payment (RFP) for the Health Department Facility grant (CVCDBG0021). This RFP number is 225531-06. Commissioner Cannon moved to authorize President Eglinger to sign this request for payment and Commissioner Hott seconded the motion. The motion passed.

The Sheriff's Settlement FYE June 30, 2023 was presented for approval. Commissioner Hott made a motion to approve the settlement, 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 to 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 11:19 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk from notes taken during the meeting by Deputy Clerk Bethany Billmeyer.

A special meeting of the Hampshire County Commission was held at 9 am on Wednesday, August 16, 2023 in the Courtroom of the Hampshire County Courthouse. The notice of the meeting was posted on Friday morning, August 11, 2023, advising the public that the meeting would be held for the purpose of considering the transfer of a small piece of real estate adjacent to the Romney Rescue Squad and the site of the future South Branch Elementary School to the Hampshire County Board of Education.

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. President Eglinger called the meeting to order at 9:10 am upon the arrival of Superintendent of Schools, Jeff Pancione.

Mr. Pancione and the Commission discussed the fact that the ingress/egress to the Rescue Squad property is not specified. Mr. Pancione agreed to have specific language included in the deed that is being prepared.

Commissioner Hott moved to approve the land transfer (exchange) between the Board of Education and the County Commission contingent upon clarification of ingress and egress for the Romney Rescue Squad across Board of Education property. Commissioner Cannon seconded the motion and the motion passed.

All scheduled business having been addressed, Commissioner Hott moved to adjourn the meeting and Commissioner Cannon seconded the motion. President Eglinger declared the meeting adjourned at 9:27 am.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, August 22, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then asked Rev. Kenneth Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on August 8, 2023 and the minutes of the Special meeting of August 16, 2023 were presented for consideration. Commissioner Hott moved to approve both sets of 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 only scheduled agenda item was a discussion of an estimate that had been received to pave the Judicial Center parking lot and the entrance alley way from Grafton Street. The estimate was above the level requiring advertised bidding. Commissioner Cannon moved to have Project Coordinator Matthew Hott to work with adjacent lot owners to determine pavement needs and to determine specific ownership and boundaries on those parcels. Commissioner Hott seconded the motion and the motion passed.

The Commissioners had received an invitation to nominate a delegate to serve on West Virginia's Advisory Council for America's Semiquincentennial (250<sup>th</sup>) Celebration in 2026. The West Virginia efforts to commemorate the occasion will be organized by Randall Reid-Smith, Curator of West Virginia Department of Arts, Culture and History. Commissioner Cannon moved to ask the Hampshire County Historic Landmarks Commission (HCHLC) to nominate a delegate to serve on the State Council and Commissioner Hott seconded the motion. The motion passed.

The Parks and Recreation Board notified the Commission that they have determined that it is necessary to close the gates on the parks at dusk and open them at dawn. The County Maintenance Staff will make this happen. The Commission agreed with the decision.

President Eglinger offered an opportunity for public comment and Michael and Ronnette Fertig spoke regarding homeowner association concerns that have arisen in their subdivision. They have already appeared at the Planning Commission meeting and spoken there. The Commission recommended that they work with an attorney to reorganize the Homeowners Association in their subdivision.

Brandon Angel introduced himself as the new area representative from Congressman Mooney's office. The public comment period ended and the Commission resumed the routine business on the agenda that was not specifically scheduled.

Sheriff Sions sent a personnel request by letter, recommending final approval for the appointment of Brian Kerling as part-time Police Resource Officer (PRO) in Hampshire County. Commissioner Cannon moved to approve Officer Kerling and Commissioner Hott seconded the motion. The motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Hott moved to approve the tax exonerations as presented. Commissioner Cannon seconded the motion and the motion passed.

Hampshire County Emergency Services Agency (HCESA) requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for action by HCESA personnel. Commissioner Hott stated that he had reviewed the requests and that many were no longer being used or were rented by county residents and should be exempt. Commissioner Hott then moved to approve the exemptions as presented and recommended, stating that there was one denial. Commissioner Cannon seconded the motion which was then passed.

Commissioner Hott moved to appoint Rhonda N. Dante to the Hampshire County Board of Health to fill the unexpired term of Darlys Strite who recently resigned from the Board. 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. 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.

Deputy Clerks Bethany Billmeyer and Holly Bailey prepared an in-house budget revision to the approved 2023-2024 fiscal year Hampshire County budget in order to redistribute funds to pay \$250,000 to the Development Authority for the re-establishment of the revolving loan fund as approved in the June 27, 2023 Commission meeting. Commissioner Cannon moved to approve the budget revision as presented by the Bookkeeping Department 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 7:05 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.



A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, September 12, 2023, 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. The President asked Clerk Eric Strite to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on August 22, 2023, were presented for consideration. Commissioner Cannon moved to approve the minutes 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.

Mayor Beverly Keadle of the Town of Romney, presented information regarding the Town's plan to plant trees on Northwestern Pike, (Main Street), from the corner High Street and Main Street to the Deaf and Blind School. Romney is getting a grant for the trees and the equipment for planting them.

Sheriff Nathan Sions sent letters regarding personnel matters in the Treasurer's office. Sandra Spitzer had submitted her resignation as a tax deputy and Melissa Mullins has been hired to replace Ms. Spitzer. Commissioner Hott moved to accept the resignation of Ms. Spitzer and Commissioner Cannon seconded the motion. The motion passed.

Commissioner Cannon moved that the Commission give final consent to the hiring of Ms. Mullins as Tax Deputy. Commissioner Hott seconded the motion and the motion passed.

Tax Assessor Norma Wagoner sent over tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The Hampshire County Board of Education had prepared the Police Resource Officer (PRO) grant package for submission to Justice and Community Services of the Division of Administrative Services. The grant request is for fiscal year 2023 – 2024 and will include partial salary reimbursements for all three PRO positions currently approved in the amount of \$60,000. Commissioner Hott moved to authorize the President to sign the grant application and Commissioner Cannon seconded the motion. The motion passed.

President Eglinger noted the need to nominate the new Development Authority Executive Director, J. T. Hott to replace the retired, Eileen Johnson to represent the Hampshire County Development Authority (HCDA) on the Region VII Workforce Development Council. Commissioner Cannon moved to nominate J. T. Hott to replace Eileen Johnson as the representative of the HCDA on the Region VII Workforce Development Board. Commissioner Hott seconded the motion and the motion passed.

The Commission had previously advertised for a part-time truck driver to move recycling bins and three applications were received from that ad. Commissioner Hott suggested a committee to review the applications and conduct interviews. The Commission agreed that Rolf Ronken, Recycling Coordinator, Kenny McBride and President Eglinger would make up that committee.

Commissioner Cannon reported that the Committee considering the applicants for the part-time Grant Writer position has been delayed, but is working.

Hampshire County Emergency Services Agency (HCESA) requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for action by HCESA personnel. Commissioner Hott moved to approve the exemptions as recommended, for either exemption or denial, by the HCESA Board and Commissioner Cannon seconded the motion which was then passed.

President Eglinger offered the public an opportunity for comment and one individual asked some questions about the ambulance fee and was given a thorough explanation.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices to 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 10:04 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, September 26, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then offered prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on September 12, 2023 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 President asked Aaron Cox to present an update on the progress of fiber optic line installation in the county.

Matthew Hott, Project Coordinator presented information regarding repaving the lots across the street from the Courthouse. Mr. Hott has learned that there may be grant funding available for the installation of permeable pavers and it is possible for full grant funding of the project. Commissioner Hott moved to proceed with the grant application for the paver system and Commissioner Cannon seconded the motion, which then passed on a voice vote.

Mr. Hott also reported that construction will begin on the Romney Senior Center kitchen next month and the clocks on the cupola of the Courthouse will be diagnosed by a specialist who will make a recommendation on repairs, also next month.

President Eglinger stated that the Recycling subcommittee interviewed candidates for the part-time truck driver position and recommended Mr. Richard Lang to move the bins and to relieve the maintenance staff during the Saturday hours. Commissioner Hott moved to offer the job to Mr. Lang as recommended by the recycling committee. Commissioner Cannon seconded the motion and the motion passed.

President Eglinger offered a public comment period. One individual voiced her concerns regarding cell tower safety due to the use of subatomic particles and how they may affect human brain activity. Delegate Rick Hillenbrand gave some information regarding the process to follow to be eligible for tax credits for personal property taxes and a representative of the Moore Capito Gubernatorial campaign introduced himself.

Commissioner Cannon moved that the Commission go into Executive Session to discuss personnel matters as allowed in WV Code §6-9A-4. Commissioner Hott seconded the motion and the motion passed. President Eglinger declared the meeting in executive session at 6:43 pm.

President Eglinger declared the meeting back in open session at 6:55 and stated that no decisions were made and no actions taken.

Commissioner Cannon moved to offer the part-time Grant Writer position to Mr. Rolf Ronken. Commissioner Hott seconded the motion and the motion passed.

Sheriff Nathan Sions sent a letter advising that Jesse Shrock has been hired for the full-time 911 Dispatcher effective September 27, 2023. Commissioner Cannon moved to approve the hiring of Mr. Shrock and Commissioner Hott seconded the motion. The motion passed.

Friend Products submitted a bid to furnish coal for the Hampshire County Courthouse for the upcoming winter, at a cost of \$180 /ton delivered. The building usually requires about 35 tons to keep the building warm for the winter. It was noted that this is the only source in the area and the total amount will be well below the requirement to obtain multiple bids. Commissioner Cannon moved to approve the bid and Commissioner Hott seconded the motion. The motion passed.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

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

Deputy Clerks Bethany Billmeyer and Holly Bailey prepared Official Budget Revision #2 to the General Fund (#!). Commissioner Hott moved to approve the Official Budget Revision 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 Hott moved to adjourn the meeting. Commissioner Cannon seconded the motion, the motion passed and President Eglinger declared the meeting adjourned at 7:08 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, October 10, 2023, 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. The President asked Pastor Ken Lake to offer prayer. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on September 26, 2023, were presented for consideration. Commissioner Hott moved to approve the minutes 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.

Tamatha Wilkins, Director of the Hampshire County Health Department sent the monthly update of activities and asked the Commission to pass a resolution declaring October as Breast Cancer Awareness Month in Hampshire County. President Eglinger read the resolution and Commissioner Cannon moved to authorize the President to sign the document. Commissioner Hott seconded the motion and the motion passed.

Jean Shoemaker and Carol Shaw represented the Hampshire County Historic Landmarks Commission with some concerns regarding the Civil War Trails plaques located around the County. The current cost is \$200 per sign per year and Hampshire County will have a total of eight signs when the sign for Fort Mill Ridge is completed for a maximum of \$1,600 per year. The Historic Landmarks Commission does not have this in their budget. Commissioner Cannon moved to pay the annual maintenance fee of \$1,600. Commissioner Hott seconded the motion and the motion passed.

Ms. Shaw stated that the Historic Landmarks Commission found some references to the Planning Office remaining in the Policies and Procedures which were initially attached to their Bylaws. They have voted to make revisions to remove "Planning Office" from the policies and the Commission was in agreement with this correction.

The Historic Landmarks representatives gave an update on the grant to continue the survey of cemeteries in Hampshire County, which is going well.

Circuit Clerk Sonja Embrey and Romney Mayor Beverley Keadle presented requests related to Christmas decorations for the Christmas in Romney Committee. The Committee asked to set up a large tree on the corner of Main and High Streets and to outline the Walt Davis Annex Building and the Old Jail with lights as well as to continue the Christmas Tree Village on the lawn of the Annex building. The Commission was in agreement of these items as long as there is sufficient power available. It was agreed the Maintenance Staff will assist when available.

The Christmas in Romney Committee also asked the Commission to pay half of the cost of the rental of a hydraulic lift and a sign for the edge of town. Commissioner Cannon moved to authorize the payment of half of the costs, to be shared with the Town of Romney, in the amount of about \$1,050. Commissioner Hott seconded the motion and the motion passed.

The Christmas tree lighting is planned for 6:00 pm on December 1 with a visit from Santa and the Cookie Crawl will begin at 4:30 that afternoon. The Christmas Parade and Christkindl Market will happen on December 9, 2023.

Mayor Keadle along with Municipal Attorney Logan Mantz, spoke about concerns regarding the potential transfer of the South Branch Railroad from the State of West Virginia to OmniTRAX which is a private rail operator and the possible impact this action might have on the Potomac Eagle excursion train and other economic activity in the South Branch Valley. Commissioner Cannon moved to have the Commission send a letter to appropriate state officials and President Eglinger seconded the motion. The motion passed with Eglinger and Cannon voting for the letter and Hott voting against.

The expense invoices of the County were presented for review by the Commissioners. Commissioner Hott moved the invoices to 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 10:30 AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, October 24, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger, Commissioner Robert Q. Hott and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then the County Clerk offered prayer at the President's request. President Eglinger then called the meeting to order.

The minutes of the regular Commission meeting held on October 10, 2023 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.

The Clerk presented a grant application to Records Management and Preservation for a scanning project in the record room. Commissioner Hott moved to authorize the President to sign the application and Commissioner Cannon seconded the motion which passed.

Matthew Hott, Project Coordinator presented information regarding a grant to utilize permeable pavers as an alternative to repaving the lots across the street from the Courthouse. The Chesapeake Bay Foundation offers grants to reduce storm runoff into streams and rivers that flow into the Bay. Commissioner Cannon moved to authorize Mr. Hott to work with the grant writer to make application to fund the project. Commissioner Hott seconded the motion which then passed on a voice vote.

Matthew Hott then presented the results of an inspection of the Courthouse roof which was prompted by the event of a recent, serious roof leak. The inspection revealed that the roof material needs to be replaced immediately as water is infiltrating under the membrane and causing deterioration of the underlying material and structure. The estimated cost to replace the roof is \$35,000. In discussion, the Commissioners weighed the need for immediate repair against the expected ambient temperatures that are expected to be less than optimal this season of the year. The Commission noted that due to the urgency of the needed repairs, that they can proceed without the normal bidding process. Commissioner Hott moved to authorize Matt Hott to contact Blackstone Roofing, (who provided the inspection and estimate), to see if the repair can be accomplished before cold weather. President Eglinger asked if the motion could be amended to include having the contractor to patch the roof if weather will not permit a complete replacement. Commissioner Hott agreed and the motion was seconded by President Eglinger. The motion passed with Hott and Eglinger voting for the motion and Cannon voting in opposition.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. Commissioner Hott seconded the motion and the motion passed.

The Commission scheduled a discussion with the Springfield Area Rescue Squad regarding concerns resulting from low call response performance over several recent months. Springfield Chief Donna Steward and Dr. Bryan Steward explained that the Squad has struggled to get volunteers to man the calls, but they have some people in training that will be available in April. The Commission commended Chief Steward and her long record of service to the community, but concerns were expressed that there is a lack of cooperation between the Springfield Squad and the Hampshire County Emergency Service Agency (HCESA), which has had to add a squad to cover that area. Commissioner Hott moved to give the Springfield Squad until December 31, 2023, to get response times to the required fifty percent level, and if that doesn't happen, the County will suspend insurance payments. President Eglinger seconded the motion and Commissioners Hott and Eglinger voted for the motion while Commissioner Cannon voted against the motion.

During the last meeting, the Commission had voted to send letters to State officials and OmniTRAX requesting information for the community regarding the reported, pending lease/sale of the South Branch Railroad line. Stacy Posey, Vice-President of OmniTRAX and Steve Connley, Deputy Commissioner and Counsel for the West Virginia Department of Transportation, responded and were present to provide information. President Eglinger offered each ten minutes to speak regarding the pending lease/transfer of the railroad and then offered the public an opportunity to ask questions, with some limitations attached by the Chair. The question-and-answer period proceeded in good order for about sixty minutes.

Clerk Strite presented those estates that had applied for final settlement by Report of Receipts and Disbursements or Affidavit & Waiver of Final Settlement. Commissioner Hott moved to approve those estates that applied for Final Settlement, and all probate orders, fiduciary appointments, orders and qualifications and all fiduciary bonds which have come before the Clerk in the vacation of the Commission since its last regular meeting. Commissioner 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 8:00 PM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.

A regularly scheduled meeting of the Hampshire County Commission was held on Tuesday, December 12, 2023 at 6:00 pm in the courtroom of the Hampshire County Courthouse. President Brian W. Eglinger and Commissioner David H. Cannon were present. President Eglinger led the Pledge of Allegiance to the flag of the United States of America, then offered prayer. President Eglinger called the meeting to order and stated that Commissioner Hott was under the weather and did not expect to attend the meeting, but a quorum was present.

The minutes of the regular Commission meeting held on November 28, 2023 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.

While waiting for the first agenda appointment, the Clerk presented Community Development Block Grant (CDBG) requests for payments (RFP) numbered 225531-08 for the Public Health Facility Project and number 22778-5 for the Southwestern Water Extension Project. Commissioner Cannon moved to authorize the President to sign the RFPs as presented and President Eglinger seconded the motion. The motion passed.

The Clerk also presented the Fiscal Year 2021 Emergency Management Performance Grant Award (EMPG) document confirming the total grant award of \$36,403. Commissioner Cannon moved to authorize the President to sign the EMPG award document and President Eglinger seconded the motion and the motion passed.

At 9:15 am, President Eglinger announced that the Commission had scheduled a Public Hearing regarding the extension of water service by the Central Hampshire Public Service District (CHPSD) into Mineral County as established in the Order which was adopted in the Commission meeting of November 14, 2023. Notices of the Public Hearing were accomplished as required in the Order. President Eglinger noted that Jim Hoffman and Dave Coyle were present representing CHPSD. President Eglinger opened the Public Hearing comment period during which no one made any comment. After five (5) minutes with no public comment the President closed the Public Hearing.

Tax Assessor Norma Wagoner sent tax bill exonerations for consideration. Commissioner Cannon moved to approve the tax exonerations as presented. President Eglinger seconded the motion and the motion passed on a unanimous vote.

Hampshire County Emergency Services Agency (HCESA) requests for exemptions and waivers in regard to the ambulance fee, were presented after review and recommendation for action by HCESA personnel. Commissioner Cannon moved to approve the exemptions as recommended, for either exemption or denial, by the HCESA Board and President Eglinger seconded the motion which was then passed.

Dr. Megan Webb, Dean of Advancement & Innovation at Eastern West Virginia Community and Technical College came with Jennifer Rexroad to discuss the training and educational programs that Eastern offers to Hampshire citizens.

Assessor Norma Wagoner asked to speak to the Commission regarding a personnel matter. Commissioner Cannon moved that the Commission go into Executive Session to discuss personnel matters as allowed in WV Code §6-9A-4. President Eglinger seconded the motion and the motion passed. President Eglinger declared the meeting in executive session at 9:50 am.

President Eglinger declared the meeting back in open session at 10:04 and stated that no decisions were made and no actions taken.

The Commission had received several calls regarding a landowner's need for an easement over unclaimed property in Springfield. The Assessor was able to offer some insight into a process for a solution and the Commission stated that there may be prior court cases that may pertain to this situation. The Commission did not attempt resolution.

President Eglinger offered a public comment period but no one participated.

Rolf Ronken presented information on the West Virginia State & Local Cybersecurity Grant Program (SLCGP). The grant program was announced with a very narrow window of opportunity to apply, but the County's IT contractor is assisting with the process and stated that this is a good opportunity. Commissioner Cannon moved to approve up to a \$5,000 grant match for the first year and President Eglinger seconded the motion. The motion passed.

Mr. Ronken continued that the recycling grant has been approved by West Virginia Department of Environmental Protection (WVDRP) Rehabilitation Environmental Action Plan (REAP) in the full amount of the request. The grant contract and award documentation will be sent on Friday the 15<sup>th</sup> and he requested approval for the President to sign the grant acceptance documents on receipt. Commissioner Cannon moved to authorize President Eglinger to sign the REAP grant documents when received and President Eglinger seconded the motion. The motion passed.

Commissioner Cannon nominated Hunter Thorn to serve on the Planning Commission for a new term which will expire June 30, 2026. President Eglinger seconded the motion and the motion passed.

Commissioner Cannon moved that Brian Hott should be reappointed to the Development Authority for his term to expire June 30, 2025. President Eglinger seconded the motion and the motion passed.

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

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.

The Commissioners agreed to call a special meeting for January 2, 2024 at 9:00 am for the purpose of selecting a President for the Commission for 2024 and to organize the meeting calendar for the new year. Additional business items may be added to the posted agenda in the normal manner.

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 10:48a AM.

Respectfully submitted, Eric W Strite, Hampshire County Clerk.