

Harrison County Commission

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
304-624-8500
FAX 304-624-8673

COMMISSIONERS
~~XXXXXXXXXXXXXXXXXX~~
~~FRANK LANGSTON~~
BERNIE FAZZINI
RONALD R. WATSON
~~XXXXXXXXXXXX~~
DAVID L. HINKLE

At the regular meeting of the County Commission of Harrison County held on Wednesday, March 22, 2017. Commissioners Ron Watson, Bernie Fazzini and David Hinkle were present. Also present were Kim Tenda, Deputy County Clerk and Willie Parker, County Administrator. Commissioner Watson opened the meeting and led those present in the Pledge of Allegiance to the Flag.

10:05 am - Final Approval --- Budget --- FY 2017-2018: Willie Parker advised that he has drafted a letter with some thought of the Commission regarding the budget. Mr. Parker explained that the budget is projected to be 22.4 million dollars for the upcoming fiscal year. Mr. Parker advised that there is a one hundred ninety six million net reduction in valuation. Mr. Parker explained that the Commission will not be increasing the tax rate, keep the General County fund rate at the current level but will reduce expenditures accordingly. Fazzini moved to approve the budget. Commission concurred.

1. Consent Agenda: Fazzini moved to approve. Commission concurred.
2. Payroll Change Notices: NONE
3. Exonerations --- Corrective Tickets --- Joint Property Applications: Hinkle moved to approve. Commission concurred.
4. Consolidations of Land --- Segregations of Land: NONE

10:10 am - Mike Stewart --- Oath of Office --- United Summit Center Board of Directors: Commissioner Watson advised that Mr. Stewart is the Executive Director of Teen Challenge. Mr. Stewart gave an overview of what Teen Challenge does. Commissioner Watson swore in Mike Stewart for the United Summit Center Board of Directors.

5. Letter from WV Department of Environmental Protection --- Sent to County Commission and HC Solid Waste Authority --- Requesting establishing a contact person (in our county) to work with the REAP PPOD Project Manager to schedule date, time and place for the tire collection events: Willie Parker advised that Richard Barnett from the HC Solid Waste Authority will be coordinating this. Fazzini moved to approve. Commission concurred.
6. Estate of Brenda Darlene Winkler --- Petitioner's request for aid in the Administration of the Estate --- schedule hearing date: A hearing date of May 3, 2017 at 10:15 am and a hearing date of April 26, 2017 at 10:30 am was set for the Robert Crislip estate. Willie Parker stated that the County Clerk's office will send out notices to the parties involved. Fazzini moved to approve both dates. Commission concurred.



10:15 am - Harrison County Farmland Protection Board --- Discussion --- Request for Additional Property Transfer Tax: Willie Parker advised that a Farmland Protection Board has been established and they are in the process of obtaining one property via donation in cooperation with the West Virginia Farmland Protection Board. Mr. Parker explained that there will be an MOU next week regarding the donated land. Mr. Parker also explained that the avenue for funding is an additional property transfer tax up to \$2.20 per thousand. Mr. Parker advised that they are working on guidelines. Mr. Parker recommends that staffing be through the Planning Department and use the current staff. There was discussion of how much revenue is brought in in property transfer tax on an annual basis. Lavaughn Payton gave an overview of Counties that have Farm Protection Boards in place and how that has benefited those Counties. There was discussion of how zoning could effect this. Commissioner Hinkle would like to see this done in block areas rather than scattered throughout the County in fear of hindering potential development. Bill Coffindaffer advised that this program is voluntary only. Bill Suan explained the need of this program since there is severed mineral rights throughout the County. Fazzini moved for the staff to move forward with this and come back next week with information. Commission concurred.

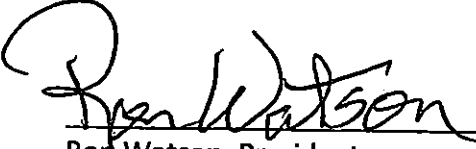
10:30 am - Eric Spelsburg --- WV Jazz Society --- Special Funding Request: Willie Parker explained that the total cost for all four events is approximately \$69,000.00 and they are requesting \$5,000.00. Mr. Parker gave an overview of who will be contributing funds for these events. Mr. Parker explained the breakdown of how the \$5,000.00 in funds will be split between the events. Mr. Parker advised that all required documentation had been received. Eric Spelsburg explained that they are branching out further into the County such as Bridgeport, Salem and Shinnston. Mr. Spelsburg gave an overview of the events and where he would like to see the Jazz Society in the future. Fazzini moved to take this request under consideration. Commission concurred.

10:45 am - Sam Maxson --- WV Blackberry Festival --- Special Funding Request: Willie Parker explained the request in the amount of \$5,000.00 with the total cost of \$41,000.00. Mr. Parker advised that the proper documentation had been received. Sam Maxson gave an overview of where some of their funding comes from. Mr. Maxson explained the expenditures that the festival has. Mr. Maxson gave an overview of the activities and entertainment that will be held at the festival. The festival will be August 3rd, 4th and 5th, 2017. Fazzini moved to take under advisement. Commission concurred. Commissioner Fazzini recommends that the existing fairs and festivals make a written request rather than by personal appearance.

7. Resolution authorizing Application for WV Juvenile Justice & delinquency Prevention Services Grant --- Prevention Resource Officer Program @ South Harrison, Liberty and United High schools --- \$60,000: Gina Jones explained that she applies for the WV Juvenile Justice and Delinquency Prevention grant and the WV Justice Assistance Grant in hopes to get at least one funding source. Ms. Jones advised this is to authorize the submission of the application for consideration of funds. Fazzini moved to approve the resolutions for the WV Juvenile Justice and Delinquency Prevention Services Grant and

- the WV Justice Assistance Grant Program and for the President to sign. Commission concurred.
8. Resolution authorizing Application for WV Justice Assistance Grant Program --- Partially fund a Prevention Resource Officer to be located in three Harrison County High Schools - -- \$60,000: This matter was handled within item seven.
 9. Resolution authorizing Application for WV department of Military Affairs and Public Safety --- for the Harrison County Day Report Center Treatment Supervision Implementation Program --- \$125,000: Gina Jones explained that this is partial funding for two engagement specialist and one peer recovery coach within the Community Correction Department. Fazzini moved to approve and for the President to sign. Commission concurred.
 10. ABCA license request --- Fraternal Order of the Orioles Nest 284: Fazzini moved to approve. Commission concurred.
 11. Proposal to Develop a Subdivision and Land Development Ordinance for the Harrison County Commission --- Consider Bid Aware: Willie Parker explained this is based on hourly rates and not to exceed the amount of \$30,380.00. Mr. Parker advised this will be a sixteen month process. Hinkle moved to approve. Commission concurred.
 12. Consider Publication of Notice to Architectural & Engineering Firms for Professional Services Related to Design and Construction of a Judicial Annex: Willie Parker explained that this is the first step that needs to be taken in this matter even if the Commission does not wish to proceed any further. Mr. Parker advised that the Commission could stop the process at any time. Fazzini moved to approve moving forward with this matter. Commission concurred.
 13. Letter from Region VI Planning & Development Council --- Vacancies on Full Council Board: Willie Parker advised that he is just bringing this to the Commission's attention and making it a part of today's record. Mr. Parker explained that there are three vacancies with the term expiring in 2020. Commissioner Fazzini advised that he and Commissioner Hinkle will be attending the Planning and Development Council meeting at the end of March. Commission concurred.
 14. Consider Bid Award --- Aerial Photography & Orthophotography: Mike Pizzino advised that out of the four bids received the one that is recommended is Control Cam from Jacksonville, Florida with a bid amount of \$18,978.00. Fazzini moved to approve the staff's recommendation. Commission concurred.
 15. Location Improvement Permit Ordinance --- 2nd Reading: Willie Parker explained that the first reading was held on February 22, 2017 and a public hearing on March 15, 2017. Mr. Parker advised that the members of the Farm Bureau were satisfied with the amendments made to the ordinance. The third and final reading will be next week. Fazzini moved to approve the second reading. Commission concurred.
 16. Order --- Transfer of Funds --- Harrison County Financial Stabilization Fund to the Harrison County Courthouse Renovation Fund: Willie Parker advised that they have exceeded the max allowed in the Financial Stabilization Fund so the excess will be transferred to the Courthouse Renovation Fund. Fazzini moved to approve. Commission concurred.

With no further business to come before the Commission, meeting adjourned.



Ron Watson, President

03-29-2017

Date

Date of Meeting	March 22, 2017
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Approved Purchase Requisitions

Work Order Number	Vendor Name	Amount of Invoice - Quote	Description Note
11746	Mid-Atlantic - Kroger	\$ 317.92	Program Supplies
11780	Staples	\$ 298.95	Office Supplies
11782	Marsh Lumber	\$ 116.73	Maintenance Supplies
11783	A1 Exterminating	\$ 50.00	Service
11784	Dills Fire & Safety	\$ 5,755.16	Reynoldsville VFD
11785	CDWG	\$ 129.80	Equipment
11786	James & Law	\$ 907.50	Office Supplies
11788	MCM	\$ 974.52	Office Supplies
11790	Hart Office	\$ 79.80	Office Supplies
11798	Olymbec	\$ 2,631.25	Rent
11805	Lowes	\$ 183.02	Maintenance Supplies
11806	Sandy's Hardware	\$ 26.86	Maintenance Supplies
11807	Donald Kopp	\$ 154.92	Phone Service
11808	Mark Gorby	\$ 154.92	Phone Service
11809	Frank DeMarco	\$ 154.92	Phone Service
11810	Keith Marple	\$ 154.92	Phone Service
11811	Tammy Marple	\$ 154.92	Phone Service
11817	Clarksburg Publishing	\$ 449.11	Ads
11823	Lowes	\$ 141.11	Maintenance Supplies
11827	Bernie Fazzini	\$ 2,514.74	Expense Reimbursement
11830	Alere	\$ 3,222.00	Testing
11831	Lowes	\$ 95.78	Maintenance Supplies
11832	Sherwin Williams	\$ 444.60	Maintenance Supplies
11838	Jon Madia	\$ 29.10	Expense Reimbursement
11839	WVACo	\$ 225.00	Registration
11840	Susan Morris	\$ 48.15	Expense Reimbursement
11841	BB&T	\$ 147.19	Credit Card Charges
11844	Rachel Romano	\$ 133.76	Expense Reimbursement
11845	Champion	\$ 2,204.20	Office Supplies
11847	Third Millenium	\$ 230.00	Office Supplies
11850	James & Law	\$ 209.56	Office Supplies
11852	LexisNexis	\$ 737.48	Service
11853	Town of Nutter Fort	\$ 743.75	Utility
11854	Mon Power	\$ 289.72	Utility
11855	BB&T	\$ 675.00	Credit Card Charges
11856	Patty Brosius	\$ 35.48	Expense Reimbursement
11857	Mon Power	\$ 29.05	Utility
11858	Frontier	\$ 6.49	Utility
11859	Frontier	\$ 5,319.70	Utility
11860	Fed Ex	\$ 188.72	Service
11861	Embassy Suites	\$ 820.44	Lodging
11862	Hart Office	\$ 146.00	Service
11863	BB&T	\$ 827.97	Credit Card Charges
11864	MCM	\$ 1,732.14	Copier Rental
11868	Water Shop	\$ 62.00	Service
11875	HC Courthouse Renovation Fund	\$ 127,543.00	Transfer of Funds
11878	APCO	\$ 95.00	Training
11881	Sandy's Hardware	\$ 48.99	Maintenance Supplies
11884	Fotos N Frames	\$ 247.55	Service
11885	Lowes	\$ 154.49	Maintenance Supplies

11886	Chenoweth	\$	139.66	Parts
11887	Advance Auto	\$	71.43	Parts
11888	City Plumbing & Heating	\$	160.00	Service
11901	Ernie Lee Brown	\$	300.00	Service
County Clerk	General County Fund	\$	40,532.56	Reimbursement
County Clerk	General County Fund	\$	38,984.63	Reimbursement
County Clerk	General County Fund	\$	37,711.91	Reimbursement
County Clerk	General County Fund	\$	37,511.73	Reimbursement
County Clerk	General County Fund	\$	31,067.08	Reimbursement
County Clerk	General County Fund	\$	34,404.82	Reimbursement
County Clerk	General County Fund	\$	34,612.94	Reimbursement
County Clerk	General County Fund	\$	37,052.85	Reimbursement
Law Enforcement	Rady & Deem	\$	692.75	Service
Process Service	Rady & Deem	\$	34.00	Service
Security	HC Emergency Squad	\$	1,500.00	Radios
Staging	Micro Flex	\$	108.05	Supplies
Tax	BB&T	\$	195.73	Credit Card Charges
Tax	MCM	\$	395.00	Office Supplies
Tax	WVACo	\$	1,125.00	Registration
Tax	James & Law	\$	14.00	Office Supplies
Tax	Joni Childers	\$	146.06	Expense Reimbursement
Tax	Champion	\$	182.96	Office Supplies
		\$	458,986.54	

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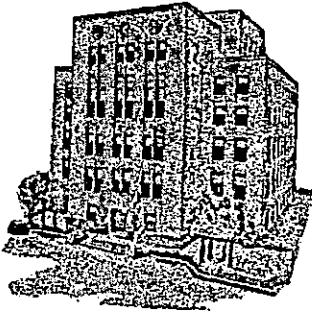
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0		100943	01C01	12019	CLARKSBURG WATER BOARD	03/16/2017	03/2017		1994.16
0		100944	01C01	12146	CDW GOVERNMENT INC	03/16/2017	03/2017		489.56
0		100945	01C01	14113	ENLARGED HEPZIBAH PSD	03/16/2017	03/2017		115.61
0		100946	01C01	15146	TERA D GOFF	03/16/2017	03/2017		864.00
0		100947	01C01	16008	GALL'S, AN ARAMARK CO	03/16/2017	03/2017		354.50
0		100948	01C01	16086	GREATER HARRISON CO PSD	03/16/2017	03/2017		50.13
0		100949	01C01	19001	JAMES & LAW COMPANY	03/16/2017	03/2017		1317.60
0		100950	01C01	21009	N SQUARED DBA	03/16/2017	03/2017		300.00
0		100951	01C01	21010	LOWE'S	03/16/2017	03/2017		37.96
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0		100953	01C01	22205	MARSH LUMBER AND HOME	03/16/2017	03/2017		25.99
0		100954	01C01	25002	P D Q PRINT SHOP INC	03/16/2017	03/2017		433.80
0		100955	01C01	27245	R&M GLASS WORKS LLC	03/16/2017	03/2017		215.00
0		100956	01C01	28034	SANDY'S SERVISTAR INC	03/16/2017	03/2017		102.75
0		100957	01C01	28067	THE SHINNSTON NEWS &	03/16/2017	03/2017		50.00
0		100958	01C01	28342	SPECIAL TEES LLC	03/16/2017	03/2017		60.00
0		100959	01C01	29013	DAN THOMPSON'S WRECKER	03/16/2017	03/2017		137.50
0		100960	01C01	29158	TRAPUZZANO'S UNIFORMS	03/16/2017	03/2017		120.72
0		100961	01C01	31002	VALLEY SUPPLY INC	03/16/2017	03/2017		334.60
0		100962	01C01	32009	WHALEY DISTRIB CO INC	03/16/2017	03/2017		132.09
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0		100964	01C01	33002	XTREME FITNESS LLC	03/16/2017	03/2017		32.00
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0		100968	01C01	10358	ANYTIME FITNESS	03/20/2017	03/2017		128.00
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0		100973	01C01	12217	CITY NET, LLC	03/20/2017	03/2017		4498.77
0		100974	01C01	12621	CITY OF MORGANTOWN	03/20/2017	03/2017		75.00
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0		100978	01C01	17288	HEASTER-HART LLC	03/20/2017	03/2017		5214.78
0		100979	01C01	17354	HARDTIME CABINETRY INC	03/20/2017	03/2017		600.00
0		100980	01C01	19067	JENKINS FORD INC	03/20/2017	03/2017		80.00
0		100981	01C01	20121	KS STATEBANK GOVERNMENT	03/20/2017	03/2017		13624.10
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O		100994	01C01	27242	DAN RIGGS GARAGE & TOWING	03/20/2017	03/2017		160.00
O		100995	01C01	27249	RASCO TRUCK & VAN	03/20/2017	03/2017		137.50
O		100996	01C01	28004	SOFTWARE SYSTEMS INC	03/20/2017	03/2017		60.00
O		100997	01C01	28362	STATE ELECTRIC SUPPLY INC	03/20/2017	03/2017		1524.00
O		100998	01C01	28449	LEANN SHUCK	03/20/2017	03/2017		6271.15
O		100999	01C01	28489	STAPLES ADVANTAGE	03/20/2017	03/2017		42.78
O		101000	01C01	28562	SAFETY EDUCATORS	03/20/2017	03/2017		64.91
O		101001	01C01	29116	SUSAN J THOMAS	03/20/2017	03/2017		750.00
O		101002	01C01	29139	TIME WARNER CABLE	03/20/2017	03/2017		133.75
O		101003	01C01	29228	U.S.BANK NATIONAL ASSOC	03/20/2017	03/2017		96.93
O		101004	01C01	30024	US CELLULAR	03/20/2017	03/2017		85.06
O		101005	01C01	30058	UNIFIRST CORPORATION	03/20/2017	03/2017		2389.50
O		101006	01C01	30077	UNITED REFRIGERATION INC	03/20/2017	03/2017		334.65
O		101007	01C01	32078	WV CORRECTIONAL	03/20/2017	03/2017		63.64
O		101008	01C01	32082	WALT'S INC	03/20/2017	03/2017		444.60
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O		101010	01C01	32251	THE WATER SHOP INC	03/20/2017	03/2017		37.00
O		101011	01C01	32331	WVCORP	03/20/2017	03/2017		19.00
O		101012	01C01	32429	WVNET	03/20/2017	03/2017		46586.75
O		101013	01C01	32453	WOODFORD OIL COMPANY	03/20/2017	03/2017		540.00
O		101014	01C01	32469	WV NARCOTICS OFFICERS	03/20/2017	03/2017		7299.26
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HARRISON COUNTY COURT HOUSE

Harrison County Commission

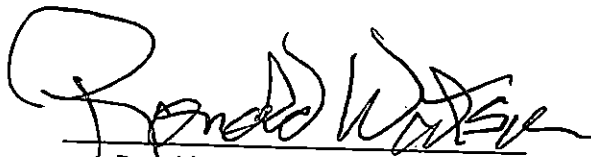
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COMMISSIONERS
BERNIE FAZZINI
DAVID L. HINKLE
RONALD R. WATSON

The County Commission of Harrison County conducted meetings regarding the fiscal year 2017-2018 budget with Ronald R. Watson, President, Bernie L. Fazzini, Commissioner, David L. Hinkle, Commissioner, William A. "Willie" Parker, County Administrator in attendance at all meetings and each constitutional official in attendance as noted below. The County Commission was notified of the proposed scheduled meetings in an email dated February 28, 2017. The proposed meeting schedule was included in the March 5, 2017 meeting agenda. The County Commission of Harrison County authorized and approved the dates for budget meetings during the regular meeting of March 5th. Budget meetings were conducted as follows:

- | | | |
|-------------------|------------|---|
| 1. March 13, 2017 | 1:00 p.m. | Budget Meeting – County Commission & Administrator |
| 2. March 14, 2017 | 10:00 a.m. | Budget Meeting – County Commission & Administrator
Assessor – Circuit Clerk – County Clerk |
| 3. March 15, 2107 | 10:00 a.m. | Budget Meeting – County Commission & Administrator
Prosecuting Attorney – Sheriff (During a regular meeting) |
| 4. March 16, 2017 | 10:00 a.m. | Budget Meeting – County Commission & Administrator |
| 5. March 17, 2017 | 10:00 a.m. | Meeting was scheduled but not required. |

The County Administrator and constitutional officials presented budget requests and information to the County Commission during these meetings. On Thursday, March 16th the County Commission of Harrison County, via the General Consent Rule, authorized the drafting of the "Official Budget Document – Levy Estimate" to be presented during the regular meeting of March 22, 2017.


Ronald R. Watson, President

03-29-2017
Date

