

**MARSHALL COUNTY COMMISSION**  
JANUARY 31, 2012

The Commission convened this day pursuant to the following call: Jason E. Padlow, President; Donald K. Mason and Brian L. Schambach, Commissioners; Jan Pest, County Clerk; Betsy Frohnafel, County Administrator; and Winnie Reilly, Chief Deputy Clerk of the County Clerk's Office.

At a Special Session of the Commission of Marshall County, West Virginia, held at 9:30 A.M., the Notice of the time and purpose of this Special Session had been posted at the front door of the courthouse for more than two days before the commencement of the Special Session, it is ordered that said Notice together with the certification of the Clerk of the time when it was posted, be entered of record, which is done accordingly in words and figures as follows:

NOTICE OF SPECIAL SESSION

The County Commission of Marshall County, West Virginia will meet in Special Session at the Courthouse thereof, on Tuesday, January 31, 2012, at 9:30 A.M. for the following purposes, that is to say:

To Audit Claims  
To Act upon Rebates  
To consider any other matters  
Which may properly come before  
The Commission.

Called by the President of the Commission with the Concurrence of the other two members.

s/ Jason E. Padlow, President

Posted at the front door of the Courthouse on the 26<sup>th</sup> day of January, 2012.

s/ Jan Pest, County Clerk

**MINUTES** – On motion of Commissioner Schambach, seconded by Commissioner Padlow, the minutes of the Special Session held January 17, 2012, were approved. Motion carried. Commissioner Mason abstained from voting due to his absence.

**COMMISSIONER COMMENTS:**

COMMISSIONER SCHAMBACH stated the Commission met with E-911 Director Larry Newell concerning addressing issues. Mr. Newell received approval from the Post Office to send the remaining letters for new addresses by the end of February. They had requested he wait until after the holidays.

Commissioner Schambach attended the County Commissioners Legislative meeting held in Charleston last week where the Commissioners met with Senator Jeff

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Kessler, Delegates Mike Ferro and Scott Varner to review bills that will affect the Counties.

COMMISSIONER MASON left January 3 to visit with friends and enjoy the Florida sunshine. He returned just in time for the Commission to get busy with the Board of Review and Equalization, which starts today and will continue through February meeting every Tuesday and Friday.

Budget hearings with Elected Officials and outside agencies will also be held in February, which is a good time for the Commission to get updates from the outside agencies. March will be crunch time to prepare the budget, but Marshall County is in a good position again this year.

Thursday, Commissioner Mason will attend the Bel-O-Mar meeting in St. Clairsville and the appreciation dinner at Grand Vue Park.

COMMISSIONER PADLOW welcomed Commissioner Mason back and thanked the Legislators for their hard work on the Cracker Bill, which has been passed and signed. West Virginia is still in the running for the facility. Commissioner Padlow also thanked R.E.D. Partnership and Don Rigby for their efforts on the cracker plant.

Commissioner Padlow also stated the County Commission Legislative meetings in Charleston went well and commended the Northern Panhandle Delegation for their attendance.

Commissioner Padlow was able to stay over for the Wednesday morning presentation of the "Remember Me" awarded to 5 recipients throughout the State, including former Commissioner Biggie Byard.

Commissioners Schambach and Padlow were able to visit the new FRN building located on Second Street and Cedar Avenue in Moundsville, the former Convenient Mart site.

Commissioner Padlow feels the Obama Health Care Bill will work if we all get healthier and suggested a couple of ideas for the Commission to pass along to employees.

**CORRESPONDENCE:**

SEWERAGE DIST – Board meeting highlights for January 2012

MARLENE MYERS – resume for PSD#4 Board

PSD#4 – minutes of Dec 5 meeting

**GRAND VUE PARK – UPDATES** – Craig White, Manager of Grand Vue Park, appeared before the Commission with updates from the Park. The surveying for the zip line will be today and improvements have been completed in the Robin Cabin. All renovations to the traditional cabins should be completed by the end of February.

The Park sustained some wind damage this week, which will be taken care of. Thirty-two new cabin reservations have been received since January 1. The drive to Shelter One will be blocked off while construction is taking place on the zip line. Equipment will be placed by helicopter, and Mr. White will let the Commission know

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when that takes place. The target date for the opening of the zip line is May 5, also the birthday of the Park.

**E-911 – ROAD NAMES** – E-911 Director Larry Newell appeared before the Commission and submitted two road names for Commission approval. On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission accepted the recommendations of Mr. Newell and approved the road names of Camaro Loop and Leo Lane. Motion carried.

**RECESS** – On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission took a recess to convene as the Board of Review and Equalization. Commission reconvened.

**OEM – EMPG GRANT** – Betsy Frohnapfel, County Administrator, submitted the 2011 EMPG Application for Commission approval. The Grant is a 50/50 split and helps cover salaries for the Office of Emergency Management.

On motion of Commissioner Schambach, seconded by Commissioner Mason, the Commission approved the Grant Application in the amount of \$52,700, and the Commission President was authorized to sign the same. Motion carried.

**THERON DRIVE HOME OWNERS ASSOCIATION** – Chad Lucas, President of the Theron Drive Home Owner's Association, appeared before the Commission requesting financial assistance from the Commission. Mr. Lucas explained the developer, Allen Norman of Pennsylvania, did not finish the lane as required. The Home Owners Association has acquired \$45,000 from Mr. Norman for the roadway, but estimates range from \$110,000 to \$142,000. Mr. Lucas requested assistance from the Commission.

On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission tabled action on the request to allow time for further review. Motion carried.

**E-911 – ROAD NAMES AND CORRECTIONS** – Larry Newell, E-911 Director, returned with two more road names and corrections for Commission approval. On motion of Commissioner Schambach, seconded by Commissioner Mason, the Commission approved the name of Carol Drive and W & G Drive. Motion carried.

On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission accepted the recommendations of Mr. Newell and approved the corrections or modifications to the following road names: Dowler Road; Indian Trail Lane; Keller Road; and Stone Drive. Motion carried.

**COUNTY CLERK'S OFFICE - ELECTRONIC VOTING EQUIPMENT SECURITY**

**POLICY** - County Clerk Jan Pest submitted the Electronic Voting Equipment Security

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Policy for Commission approval. Mrs. Pest explained the Policy was originally approved in 2008 and must be submitted to the Secretary of State's Office every even year. The Policy was changed to reflect today's date.

On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission approved the Policy and the signatures on the same. Motion carried.

**COUNTY CLERK'S OFFICE – PRECINCT BOUNDARY CHANGE ORDER** – Jan

Pest, County Clerk, submitted the Order for Change of Precinct Boundaries for Commission approval. Mrs. Pest explained due to the 2010 Census, after proper advertisement and notice, precinct boundaries are being changed to be comprised of intersecting geographic physical features recognized by the U. S. Census Bureau.

On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission approved the Order and the Commission President was authorized to sign the same. Motion carried.

**COUNTY CLERK'S OFFICE – NEW EMPLOYEE** – Jan Pest, County Clerk, requested

the consent of the Commission to employ Jeanne Shook for the available position in the Clerk's Office. Mrs. Shook is a former employee of the county Clerk's Office and Mrs. Pest believes she will be a good fit for her design of the office.

On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission approved the request from Jan Pest, County Clerk, and gave consent to hire Jeanne Shook effective February 6, 2012. Motion carried.

**HOME CONSORTIUM – RELEASES** – The commission received a letter from Vickey

Battista, HOME Coordinator, stating Stephanie Mosa-Morris and Joseph Morris, as well as Stephen J. Hummel and Alison M. Hummel have fulfilled their obligation for the First Time Homebuyer Program. Mrs. Battista submitted Releases for Deeds of Trust for Commission approval.

On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission approved the request and the Commission President was authorized to sign the same. Motion carried.

**EXONERATIONS** – On motion of Commissioner Mason, seconded by Commissioner

Schambach, the Commission approved the following 7 erroneous assessments previously approved by the Prosecuting Attorney and Assessor:

Gray, Alta Est	\$ 2.88
Evans, David A & Celeste	49.46
King, Kevin L & Christine M	2.86
King, Kevin L & Christine M	3.46
Ho, Jesus T MD Inc	133.94
Klein, Michael D	32.08
Pearl, Ronald F & Sandra L	79.40

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**NOTICE OF APPORTIONMENT OF JOINTLY OWNED MOTOR VEHICLES** – On motion of Commissioner Mason, seconded by Commissioner Schambach, the Commission approved the Notice of Apportionment of Jointly Owned Motor Vehicles submitted by the Assessor for Chad A. and Pamela J. Richmond. Motion carried.

**CLAIMS AUDITED** – The Commission, this day, approved the following claims:

<u>GENERAL COUNTY FUND</u>	182,410.75
<u>COAL SEVERANCE FUND</u>	209,502.25
<u>E-911 FUND</u>	4,960.20
<u>HOME CONFINEMENT FUND</u>	1,611.70
<u>DOG FUND</u>	217.50
<u>MAGISTRATE COURT FUND</u>	139.79

**ADJOURNMENT** – There being no further business to come before the Commission, on motion of Commissioner Schambach, seconded by Commissioner Mason, the meeting was adjourned.

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PRESIDENT