

MARSHALL COUNTY COMMISSION
MARCH 26, 2013

The Commission convened this day pursuant to the following call: Donald K. Mason, President; Brian L. Schambach and Robert Miller, Jr., Commissioners; Jan Pest, County Clerk; Betsy Frohnafel, County Administrator; Jeanne Shook, Deputy 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, March 26, 2013, 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/Donald K. Mason, President

Posted at the front door of the Courthouse on the 21st day of March, 2013.

s/Jan Pest, County Clerk

MINUTES – Commissioner Mason noted a correction on page 54 of the minutes of the Special Session held March 19, 2013. The County Fire Chiefs meeting was in the Commission Chambers, not in Cameron. With the correction, on motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission approved the minutes of the Special Session held March 19, 2013. Motion carried.

COMMISSIONER COMMENTS:

COMMISSIONER MILLER stated that he as well as COMMISSIONER SCHAMBACH and COMMISSIONER MASON visited the ten new hangers at the Marshall County Airport.

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COMMISSIONER MILLER and COMMISSIONER SCHAMBACH visited some projects with Craig White, General Manager at Grand Vue Park and also visited the kitchen at the Marshall County Senior Center.

COMMISSIONER MILLER hopes everyone has a great Easter holiday weekend.

COMMISSIONER MASON stated that he attended the R.E.D. Partnership Board Meeting. COMMISSIONER MASON stated that the budget work is finished.

COMMISSIONER MASON thanked Winnie Turner who is retiring this month for her many years of service. He stated that Winnie has done an excellent job and she will be missed.

AEP MANAGER EXTERNAL AFFAIRS – Carmen Prati-Miller appeared before the Commission about her new position. She is now AEP Manager of External Affairs. She stated that she is willing to be of service to anyone in the community on any issues they may have.

RESIDENTIAL LANE NAME CHANGE – Mr. Jerry Genter appeared before the Commission stating that he bought a new sign for his lane and it was taken down. The lane used to be called Greenbriar Court but was changed to Emerald Court. He also stated other issues with Marshall County PSD # 1 prices and the conditions of his road. Commissioner Schambach stated that he would check on the sign and he would call Mr. Gunther.

GENERAL COUNTY BUDGET REVISION #4 – On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission adopted the resolution and approved Budget Revision #4 for the General County Fund in the amount of \$13,163. Motion carried. General County Budget Revision #4 attached to these minutes and made a part of this record.

COAL SEVERANCE BUDGET REVISION #2 – On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission approved Revision #2 for the Coal Severance Fund in the amount of \$50,000. Motion carried. Coal Severance Budget Revision #2 attached to these minutes and made a part of this record.

IN-HOUSE BUDGET REVISION – On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission approved an in-house budget revision in the amount of \$30.00 for Department 403. Motion carried.

CASA – JAG GRANT – Shelly Earnest from Court Appointed Special Advocates, appeared before the commission requesting assistance with a WV Justice Assistance Grant. The project CASA for Children Inc. recruits, trains and supports volunteers who

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represent the best interest of abused and neglected children in the 1st and 2nd Judicial Circuit Courts.

On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission agreed to serve as the pass through Agency for the WV Justice Assistance Grant Program Application in the amount of \$30,000; and the Commission President was authorized to sign the same. Motion Carried.

GRANT – OFFICER PROTECTION PROGRAM – Betsy Frohnafel, County Administrator, appeared before the Commission requesting assistance with a WV Justice Assistance Grant. The project is for the sole purpose of replacing outdated ballistic vests for all 30 officers in the Marshall County Sheriff's Office. The Grant, in the amount of \$13,837.50, has a match of \$4,612.50 which would be covered by the Commission.

On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission approved the Grant Application match in the amount of \$4,612.50 and the Commission President was authorized to sign the same. Motion carried.

ANIMAL SHELTER DOOR BID – Betsy Frohnafel, County Administrator, returned the bid from Doors Unlimited Inc. with the proper specifications.

On motion of Commissioner Schambach, seconded by Commissioner Miller, the door bid was approved. Motion carried.

MARSHALL COUNTY PSD #3 NEW BOARD MEMBER – Justin G. Klamut sent a letter to the Commission requesting to be considered to fill the position left vacant by the passing of Joe Garcia, as Board member of Marshall County PSD #3. He has been a resident for over 37 years and has a background in HVACR and has worked in this field for the last 17 years.

On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission approved Mr. Klamut to fill the PSD #3 position. Motion carried.

BUDGET MESSAGE FISCAL YEAR 2013-2014 - Commissioner Mason read the proposed budget for the fiscal year beginning July 1, 2013 through June 30, 2014.

BUDGET MESSAGE

FISCAL YEAR 2013-2014

ON BEHALF OF THE MARSHALL COUNTY COMMISSION, I AM PLEASED TO PRESENT TODAY THE PROPOSED BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 THROUGH JUNE 30, 2014.

BEFORE PRESENTING THIS PROPOSED BUDGET, I WOULD LIKE TO THANK OUR COUNTY CLERK JAN PEST AND HER STAFF AND BETSY FROHNAPFEL, OUR COUNTY ADMINISTRATOR FOR THEIR HELP IN PUTTING THIS BUDGET TOGETHER. EACH YEAR THEY FIND WAYS TO MAKE THE PROCESS MORE STREAMLINED TO MAKE OUR WORK MORE EFFICIENT.

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ALSO, I THANK OUR ELECTED OFFICIALS, DEPARTMENT HEADS, AND OUTSIDE AGENCIES FOR THEIR INPUT IN DEVELOPING THIS BUDGET.

PROJECTED REVENUES AMOUNT TO \$16,792,865.00. OF THIS WE PROJECT \$4,010,000.00 TO BE GENERATED FROM COAL SEVERANCE FUNDS. THIS IS AN INCREASE OF \$1,072,330.00 OVER THE PROJECTED BUDGET OF THIS CURRENT YEAR.

WE ARE BLESSED WITH GREAT NATURAL RESOURCES IN OUR COUNTY.

COAL SEVERANCE FUNDS HAVE CONTINUED TO HOLD UP, AND WE ARE NOW BEGINNING TO SEE RESULTS FROM INVESTMENT IN THE OIL AND GAS INDUSTRY. AGAIN WE ARE ABLE TO REDUCE THE LEVY RATES. THIS YEAR THE REDUCTION IS 11.1% WHICH I WILL NOTE IN THE HIGHLIGHTS. NEW INDUSTRIAL INVESTMENTS HAVE NOT ONLY ADDED TO THE TAX BASE, BUT THEY HAVE ALSO BROUGHT NEW, WELL PAYING JOBS TO OUR COUNTY.

WE BELIEVE THIS BUDGET SERVES THE NEEDS OF OUR ELECTED OFFICIALS SO THAT THEY MAY OPERATE THEIR OFFICES EFFICIENTLY.

HOPEFULLY WE HAVE PROJECTED PROPERLY FOR POTENTIAL INCREASES IN THE COST OF INSURANCE, REGIONAL JAIL, AND FUEL FOR VEHICLES.

WE ARE ABLE TO ASSIST WITH INFRASTRUCTURE PROJECTS AND CAPITAL IMPROVEMENTS. IN ADDITION, WE ARE FORTUNATE TO BE ABLE TO CONTRIBUTE TO THE FUNDING OF MANY OUTSIDE AGENCIES THAT PROVIDE GREAT SERVICE TO OUR CITIZENS.

HIGHLIGHTS ARE AS FOLLOWS:

TAXES – I AM PROUD TO ANNOUNCE THAT WE ARE AGAIN ABLE TO REDUCE THE LEVY RATES OF THE COUNTY. CLASS I PROPERTIES WILL BE REDUCED FROM 11.25 CENTS PER \$100 OF VALUATION TO 10 CENTS. CLASS II WILL REDUCE FROM 22.5 CENTS TO 20 CENTS, AND CLASSES III AND IV WILL REDUCE FROM 45 CENTS TO 40 CENTS. AS NOTED PREVIOUSLY, THIS IS AN 11.1% REDUCTION OF THE LEVY RATES.

THIS RESULTS IN A SAVINGS OF \$1,161,418.00 RETURNED TO THE TAX PAYERS OF MARSHALL COUNTY. BASED ON THE ASSESSOR'S CERTIFICATE OF VALUATION THIS LEVY WILL PROVIDE AD VALOREM TAX REVENUE OF \$9,291,341. THE BALANCE OF REVENUES ARE FROM LICENSES, FEES, INTEREST, AND COAL SEVERANCE FUNDS. OIL AND GAS SEVERANCE FUNDS ARE NOW BEGINNING TO BE A SIGNIFICANT REVENUE SOURCE.

SALARIES AND BENEFITS – THIS PROPOSED BUDGET INCLUDES FUNDS IN EACH ELECTED OFFICIAL'S BUDGET INTENDED TO GIVE FULL TIME EMPLOYEES A SALARY INCREASE OF \$1,250.00 FOR THE NEXT FISCAL YEAR. PART TIME EMPLOYEES WILL BE ADJUSTED ACCORDINGLY. ALSO, WE WILL CONTINUE TO FUND A VERY ATTRACTIVE BENEFITS PACKAGE FOR OUR EMPLOYEES.

CAPITAL IMPROVEMENTS – WE HAVE ALLOCATED FUNDS FOR ADDITIONAL EQUIPMENT IN SOME DEPARTMENTS SO THAT ALL ELECTED OFFICIALS HAVE THE NEEDED EQUIPMENT TO PERFORM THEIR DUTIES. FUNDS HAVE AGAIN BEEN SET ASIDE FOR MAINTENANCE AND REPAIRS TO ALL OUR COUNTY BUILDINGS.

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OUTSIDE AGENCIES – I AM PLEASED TO ANNOUNCE THAT FUNDS ARE AGAIN PROJECTED TO BE AVAILABLE TO CONTRIBUTE TO OUR MANY AGENCIES THAT ADD TO OUR QUALITY OF LIFE IN MARSHALL COUNTY.

AGENCIES SUCH AS THE HEALTH DEPARTMENT, LIBRARY, VOLUNTEER FIRE DEPARTMENTS, SENIOR CITIZENS, GRAND VUE PARK, 4-H, AIRPORT AUTHORITY, ANIMAL SHELTER, WVU EXTENSION SERVICE, AND OTHERS WILL BE FUNDED AT SIMILAR LEVELS AS THE CURRENT YEAR.

WE CONTINUE IN OUR EFFORTS TO ASSIST IN EXTENDING NEW WATER SERVICES AND IMPROVING SEWER SYSTEMS TO THE RURAL AREAS OF OUR COUNTY.

WE ARE COMMITTING FUNDS TO HELP WITH PROJECTS THAT OUR PUBLIC SERVICE DISTRICTS AND SEWAGE AUTHORITY ARE PURSUING.

THESE AGENCIES ARE FUNDED FROM OUR COAL SEVERANCE FUNDS,

AND OUR COMMITMENTS ARE ALWAYS DEPENDENT ON OUR CONTINUED RECEIPT OF THESE FUNDS DISTRIBUTED FROM THE STATE.

THESE AGENCIES ARE ALSO DEPENDENT ON ANOTHER NATURAL RESOURCE THAT WE HAVE IN OUR COUNTY. THAT NATURAL RESOURCE THAT WE HAVE IS OUR MANY VOLUNTEERS. WITHOUT THESE VOLUNTEERS, MANY OF THESE AGENCIES WOULD NOT BE ABLE TO FUNCTION. WE THANK THESE MANY VOLUNTEERS THAT ARE A GREAT ASSET TO OUR COUNTY.

IN SUMMARY, THIS COMMISSION IS COMMITTED TO GIVING THE CITIZENS OF MARSHALL COUNTY THE BEST POSSIBLE SERVICE FOR THEIR TAX DOLLAR. I BELIEVE THIS PROPOSED BUDGET SERVES THE NEEDS OF OUR ELECTED OFFICIALS SO THAT THEY MAY OPERATE THEIR OFFICES IN AN EFFICIENT MANNER. WE THANK THEM AND ALL OUR EMPLOYEES WHO STRIVE TO OFFER THOSE SERVICES TO OUR CITIZENS.

WE ASK THEM TO CONTINUE THEIR EFFORTS TO KEEP COUNTY GOVERNMENT A FRIENDLY AND EFFICIENT OPERATION. AFTER ALL,

THIS IS THE PEOPLE'S COURT HOUSE. TOGETHER WE CAN CONTINUE TO MAKE MARSHALL COUNTY A GREAT PLACE TO LIVE, WORK, AND RAISE OUR FAMILIES!

RESPECTFULLY SUBMITTED THIS 26TH DAY OF MARCH 2013.

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

RECESS – On motion of Commissioner Schambach, seconded by Commissioner Miller, the Commission took a short recess. Commission reconvened.

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FEEDING BODY & SOUL COMMUNITY KITCHEN – Chris Holden of the Mountaineer Food Bank, appeared before the Commission to inform them of an upcoming event. The Feeding Body & Soul Community Kitchen at Simpson United Methodist Church and The House of Carpenter II in Moundsville are joining forces with the Walking Out Hunger project. Tom Knopp, a cancer survivor and WV resident, has committed to walking 25 miles in each of West Virginia’s 55 counties to increase the awareness of hunger in our communities. Chris requested a donation from the Commission for this worthy cause.

On motion of Commissioner Schambach, seconded by Commissioner Miller, a donation of \$500 to the Mountaineer Food Bank was approved. Motion carried.

CORRESPONDENCE –

GARDNER LAW OFFICES – Fred Gardner no longer serving on the Deputy Sheriff’s Civil Service Commission

GOLD, KHOUREY & TURAK – Marshall County Bar Association appointed Dave C. White Esq. to the Marshall County Deputy Sheriff’s Civil Service Commission

LARRY NEWELL- Roads that weave in & out of Marshall/Ohio Counties-develop addressing

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

<u>GENERAL COUNTY FUND</u>	\$ 15,121.78
<u>COAL SEVERANCE FUND</u>	70,911.30
<u>E-911 FUND</u>	204.18
<u>AIRPORT FUND</u>	32,751.88
<u>DOG FUND</u>	743.33
<u>MAGISTRATE FUND</u>	63.57

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

PRESIDENT

**MARSHALL COUNTY COMMISSION
MARCH 26, 2013**

LGSD BR (Rev. 2011)

Ora Ash, Director
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26302
Phone: 627-2415 ext. 5114
Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET
Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
2013
FY
2
FUND
2
REV. NO.
1 OF 1
PG. OF NO.

COPY

Person To Contact Regarding _____ MARSHALL _____
Budget Revision: JAN PEST _____ P O BOX 459 _____
Phone: 304 845-1220 _____ STREET OR PO BOX _____
Fax: 304 845-5891 _____ MOUNDSVILLE WV _____ 26041 _____
CITY ZIP CODE

COUNTY
Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
998	Parks and Recreation	500,000		50,000	450,000
900	Parks & Recreation	572,010	50,000		622,010
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR
BY: _____ Date _____
Director, Local Government Services Division

AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

**MARSHALL COUNTY COMMISSION
MARCH 26, 2013**

LGSD BR (Rev. 2011)

Ora Ash, Director
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26302
Phone: 627-2415 ext. 5114
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COPY

REQUEST FOR REVISION TO APPROVED BUDGET
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CONTROL NUMBER
2013
FY
1
FUND
4
REV. NO.
1 OF 1
PG. OF NO.

Person To Contact Regarding
Budget Revision: **JAN PEST**
Phone: **304 845 1220**
Fax: **304 845 5891**

MARSHALL
GOVERNMENT ENTITY

P O BOX 459
STREET OR PO BOX

MOUNDSVILLE **26041**
CITY ZIP CODE

COUNTY
Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY		(DECREASE)	REVISED AMOUNT
		APPROVED AMOUNT	(INCREASE)		
347	Special Patrol/Security Systems	49,463	8,798		58,261
380	Contributions/Transfer from Other Entities		2,500		2,500
382	Refunds/Reimbursements (External Sources)	40,000	1,865		41,865
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			13,163		

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY		(DECREASE)	REVISED AMOUNT
		APPROVED AMOUNT	(INCREASE)		
700	Sheriff-Law Enforcement	2,235,675	1,865		2,237,540
708	Police Special Duty	49,463	8,798		58,261
711	Emergency Services	250,214	2,500		252,714
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			13,163		

APPROVED BY THE STATE AUDITOR
BY: _____ Date _____
Director, Local Government Services Division

AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE