

**COMMISSION MEETING**

**THURSDAY, FEBRUARY 3, 2011**

**PRESENT:**            **NANCY CARTMILL, PRESIDENT**  
**ROBERT L. BAILEY, COMMISSIONER**  
**ANNE YON, COMMISSIONER**  
**WILLIAM WATSON, COUNTY ATTORNEY**  
**CHRIS TATUM, COUNTY MANAGER**  
**RHONDA MONTANEZ, PURCHASING ASSISTANT**

Nancy Cartmill, President, called the regular meeting of the Cabell County Commission to order at 10:00 a.m.

**APPROVE:**

Robert L. Bailey, Commissioner, **moved to approve the agenda as presented.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

Anne Yon, Commissioner, **moved to approve purchase orders #11-30233 through #11-30633 and pay jackets.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

Robert L. Bailey, Commissioner, **moved to approve erroneous assessments, land consolidations, split tickets and probate documentation.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

Anne Yon, Commissioner, **moved to approve handwritten checks to Mountain State Blue Cross and Blue Shield Company, not to exceed \$100,000.00, from the Cabell County Medical Insurance Fund.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#022**

**LETTER, THOMAS W. MCCOMAS, SHERIFF**

**RE: ESTABLISH LINE ITEM FOR REIMBURSEMENT  
OF GRANT FUNDS**

Tom McComas, Sheriff, appeared before the Commission to request that a line item be set up to draw down funds in order to streamline the process for reimbursement of the grant funds. Sheriff McComas went on to say that with some grants, they require a proof of purchase before reimbursement could be made.

Chris Tatum, County Manager, informed the Commission that after checking into the matter, an existing line item could be used for this purpose.

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Robert L. Bailey, Commissioner, **moved to approve using an existing line item for reimbursement of grant funds.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#023**

**LETTER, OTTIE ADKINS, ASSESSOR**

**RE: EMPLOYMENT**

Robert L. Bailey, Commissioner, **moved to approve the employment of Kristy Harless, effective February 17, 2011, as a clerk in the Assessor's office.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#024**

**LETTER, ADELL CHANDLER, CIRCUIT CLERK**

**RE: EMPLOYMENT**

Anne Yon, Commissioner, **moved to approve the employment of Phyllis Smith as a part time file clerk in the Circuit Clerk's office, effective February 7, 2011.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#025**

**ESTATE OF FRANK VOLK**

**RE: MOTION TO ORDER SHERIFF TO ADMINISTER**

**ESTATE**

Anne Yon, Commissioner, **moved to table this item until February 17, 2011.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#026**

**RESOLUTION, CABELL COUNTY COMMISSION**

**RE: IN THE MATTER OF THE NOMINATION OF JERRY  
BECKETT AS A MEMBER OF THE CABELL/WAYNE  
LOCAL EMERGENCY PLANNING COMMITTEE**

Robert L. Bailey, Commissioner, **moved to approve the nomination of Jerry Beckett as a member of the Cabell/Wayne local Emergency Planning Committee.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (A)**

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**#027**

**RESOLUTION, CABELL COUNTY COMMISSION**

**RE: IN THE MATTER OF THE TRANSFER OF A  
2000 GMC JIMMY TO TRI-STATE AIRPORT**

Robert L. Bailey, Commissioner, **moved to approve the transfer of a 2000 GMC Jimmy to the Tri-State Airport.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous. **Exhibit (B)**

**#028**

**RESOLUTION, CABELL COUNTY COMMISSION**

**RE: EMPLOYMENT – CCEMS**

Anne Yon, Commissioner, **moved to approve the employment of Lindsay Elizabeth Harmon as a temporary full time EMT, effective February 4, 2011, with a rate of pay of \$12.4606 per hour.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

**#029**

**LETTER, STUART T. STICKEL, DEPUTY STATE**

**AUDITOR, OFFICE OF THE STATE AUDITOR**

**RE: AGREEMENT FOR INDEPENDENT COUNTY**

**AUDITOR TO ACCESS STATE AUDITOR'S**

**RECORDS FOR THE AUDIT ENGAGEMENT**

**PERIOD OF JULY 1, 2008 THROUGH JUNE 30, 2009**

Chris Tatum, County Manager, informed the Commission this would be to allow access for the county's records by Lisa Thornburg, who will be doing the county's audit.

Robert L. Bailey, Commissioner, **moved to approve the agreement with the State Auditor for access to the county's records with an independent auditor.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#030**

**DISCUSSION REGARDING CONTRACT BETWEEN BOB**

**SULLIVAN AND THE PROSECUTING ATTORNEY/**

**CABELL COUNTY COMMISSION**

Sean Hammers, Prosecutor's Office, informed the Commission that Mr. Sullivan was an arsonist specialist and this release agreement would be so that the Commission was not held responsible for any actions.

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Robert L. Bailey, Commissioner, **moved to approve the agreement between Bob Sullivan, the Prosecutor and the Cabell County Commission.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#031**

**LETTER, JOSEPH N. GEIGER, JR., WEST VIRGINIA**

**ARCHIVES AND HISTORY**

**RE: COUNTY RECORDS MANAGEMENT GRANT**

**FUNDS - \$5,000**

Connie Gray, Administrator of Grants, Planning and Permits, informed the Commission that we needed to send a letter of intent if we were to continue with the project of microfilming the deed books.

Robert L. Bailey, Commissioner, **moved to approve the letter of intent for the County Records Management Grant.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#032**

**DISCUSSION/ACTION:**

**RE: 2006 WATERLINE EXTENSION PROJECT**

Chris Tatum, County Manager, stated that an expense of \$1825.00 was left in the 2006 Waterline Extension Project, which would be an additional expense outside the scope of the original grant contract. Mr. Tatum went on to say the Commission had committed \$20,000 for legal services and easements and that amount had not been spent. Mr. Tatum stated he would recommend the Commission, based upon the \$20,000 commitment, cover the cost in order to close out the 2006 Waterline Project.

Robert L. Bailey, Commissioner, **moved to fund the expense of \$1,825.00 for the 2006 Waterline Extension Project.** Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

**#033**

**SPECIAL BUDGET REVISION #1, CCEMS, FY 2010-2011**

Anne Yon, Commissioner, **moved to approve Special Budget Revision #1 for CCEMS.** Robert L. Bailey, Commissioner, seconded the motion and the vote was unanimous.

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**#034**

**RESOLUTION, GENERAL FUND, COUNTY BUDGET**

**REVISION #7, FY 2010-2011**

Robert L. Bailey, Commissioner, **moved to approve General Fund County Budget Revision #7**. Anne Yon, Commissioner, seconded the motion and the vote was unanimous.

Chris Tatum, County Manager, informed the Commission he had completed the staffing plan they had requested and asked if they were ready to advertise for a Budget/Financial Analyst. The Commission was in agreement to proceed with the advertisement.

Nancy Cartmill, President, adjourned the regular meeting of the Cabell County Commission at 10:40 a.m., until the next scheduled meeting on Thursday, February 17, 2011.



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**PRESIDENT, COUNTY COMMISSION**

**KSC:ar**