Ohio County Commission
October 3, 2023

The Ohio County Commission met in regular session on Tuesday, October 3, 2023, at 6:02 p.m. The meeting was called to order by President Donald A. Nickerson. The Pledge of Alliance was recited.

The minutes from the September 5, 2023, meeting were reviewed. Motion to approve the minutes made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.

The minutes from the September 19, 2023, meeting were reviewed. Motion to approve the minutes made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.

Grants:

- AIP – Non-Federal Portion of the Airport Tower Renovation – Through the grant, the Ohio County Commission can apply for $37,538.00. Mr. Rodd Archey is requesting approval to apply for the funding for the Tower Renovation Project at the Wheeling-Ohio County Airport. Motion to approve the application and to apply for funding made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.

Community Grants:

- Wheeling Chamber of Commerce Lunch with Leaders – Motion to approve a $1,000.00 donation for the event made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.
- Woodsdale Elementary School PTO Let's Play 5K – Motion to approve a $125.00 donation for the event made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.

Old Business:

- Travel Policy – The updates requested at the meeting on September 19, 2023, were made and approved. The travel policy will be circulated to Department Heads and then training will be provided. No further action needed.
- Small Rural Tribunal Body Warn Camera Grant - Mr. Russell stated the match will be $62,000 over three years. After research, the Office is not required to have body worn cameras. The request was not in the budget, nor has a request for budget revisions been received by the Ohio County Sheriff's Department. The department is not required, and not likely to be required, to have body worn cameras. Mr. Wharton inquired as to who authorized the grant submission. Mr. Abraham stated since the grant was not authorized, nor has the Department offered a funding mechanism for the match, there was no further action needed by the Commissioners.

New Business:

- Airport Runway Safety Area; Runway 3-21 – Russell Escue and Kevin Price offered an update on Runway 3-21. Currently, no action is needed but changes may be forthcoming from the FAA regarding the length of the runway.
- Vehicle Take Home Policy – Tabled at this meeting. Mr. Russell will continue to work on the policy for distribution before the next meeting.

- Commission Office New Hire – Mr. Russell requested the Commissioner's advice and consent to hire Patrick Massey as an Accountant for the Ohio County Commission office. Patrick has 17 years of experience in the field. Motion made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.
- Circuit Clerk New Hire – Mr. Rusell requested the Commissioner's advice and consent to hire Janel Marshall as the Deputy Circuit Clerk. Janel has 23 years of experience. Motion made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.
- Assessor – Global Science and Technology, Inc. Contract – This contract is for network support and administration. The firm is a niche IT firm that works with state programs and Assessor's offices. Mr. Tennant has reviewed the contract and found the firm to be very knowledgeable in their practices. Mr. Abraham requested a copy of their insurance and questioned if it covered data breaches. He also stated two factor authentication was needed. Approval to accept the contract with Global Science and Technology, Inc. was approved by Mr. Abraham, seconded by Mr. Wharton contingent on receiving their insurance policy information. Motion carried.
- Sponsorship Letters – Mr. Abraham circulated a draft of the structure to the Commissioners for their review. He is hoping to investigate several items:
    - Identify who the Commission has contributed to in the past.
    - The Commission needs to budget to get control of the donations.
    - A small contingency fund would be made available.
    - Submissions for grants would be done electronically to the Commission office.
    - The Commission will review the requests in November – January.
    - A coordinated effort with other local agencies needs to be developed – i.e. meeting with the Convention and Visitor's Bureau, etc. to limit duplication.

Staff / Elected Officials Reports:

- Administrator Russell – Mr. Russell commented on the topics below:
    - The Ohio County Country Fair opening ceremonies will be held this weekend.
    - The Courthouse will be closed on October 9, 2023, for Columbus Day.
    - On October 25, 2023, Frost, Brown, Todd, and Piper Sandler plan to present a session on bond finances to the Commissioners.
- Facilities – Ms. Marco reported we are still on track to complete the roof, north end building repair, and windows before the end of the year. We are also securing numbers for the Animal Shelter grant to paint the kennels and purchase a grooming sink.
- Wheeling-Ohio County Airport – The partnership with West Liberty and Marshall University is moving forward. An official announcement at the School of Aviation will be made before the end of the year. Marshall University has accelerated their plans to meet the West Liberty University partnership with faculty and aircraft purchases.
- Emergency Services – On September 5, 2023, Anthony McDaniel spoke concerning the EMS Salary Enhancement Grant. Legislation will be forthcoming to describe the formula for distribution. A major water line break has been reported in the Fulton area. The leak has been isolated. On October 14, 2023, Southwest will be providing training at the Highlands Event Center.
- A representative from the Sheriff's office did not attend the meeting.

Finance:

- Mr. Archey reported the bills are up to date. Motion to approve the bills was made by Mr. Abraham, with a second by Mr. Wharton. Motion carried. Mr. Archey also reported the unpaid invoices were not approved at the time of the check run. No further action is needed.
- Mr. Archey presented the exonerations for consideration. Motion to approve the exonerations made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.

Board Reports:

- Mr. Abraham stated OVRTA has continued the bus route to Reynolds Memorial Hospital and the Department of Motor Vehicles. They will be speaking to the City of Moundsville and also looking for City and County for funding.
- Mr. Nickerson stated he and Mr. Russell visited the Bethlehem firehouse. They were testing equipment and ladders during their visit. He was very impressed with the facility.

There being no further business to discuss, the meeting was adjourned at 7:03 p.m.

Donald A. Nickerson, President

Randel A. Russell, Administrator