Ohio County Commission
September 19, 2023

The Ohio County Commission met in regular session on Tuesday, September 19, 2023, at 6:00 p.m. The meeting was called to order by President Donald A. Nickerson. The Pledge of Alliance was recited.

The minutes were reviewed. Mr. Abraham made a motion to table the minutes for further review, seconded by Mr. Wharton. Motion carried.

Grants:

- Justice Assistance Grant (JAG) – We have applied for $56,000.00 through the program, which will require an $18,667.00 match. The grant will be forwarded to the state on Friday. The JAG funds are used for the Drug Task Force. Motion to approve made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.
- Stop Violence Against Women (SVAW) – For 24 years, the funds have assisted the Prosecuting Attorney's Office, the Sheriff's Department, and the Sexual Assault Center. This evening, the contract is being presented for the award. The Victims of Crime Advocate is a separate grant. Motion to approve the award made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.
- WV Division of Transportation Facilities – Over the past three years, the Airport has acquired $12,500.00 per year in grant funding for $37,500.00 total. The funding will be applied to the purchase of the Ventrac Tractor for the facility. The total purchase was $44,000.00.

Community Grants:

- Augusta Levy Learning Center Dancing with the Ohio Valley All Stars – A motion was made by Mr. Abraham, seconded by Mr. Wharton, to approve a $500.00 donation for the event. Motion carried.
- Wheeling Park Athletics / West Virginia High School Golf Championship – A motion was made by Mr. Abraham, seconded by Mr. Wharton, to approve a $4,000.00 donation for the event. Motion carried.
- After approval of the Community Grants, the Commissioners engaged in a discussion. It was determined a policy should be devised that will ask community organizations seeking support to provide relevant information, such as budget information, when asking for a Community Grant. Mr. Abraham would like to see a letter sent to everyone who has asked for support in the past detailing the new policy and the procedure for acquiring a Community Grant in the future. Mr. Abraham also asked that this topic be placed on the agenda for the October 3, 2023, meeting.

Old Business:

- Travel Policy – After review, Mr. Tennant would like to see the $25,000.00 minimum coverage, as required by the state, to be at least $50,000.00. This policy would apply to some elected officials who do travel. The burden should be on elected officials to make sure they submit documents for reimbursement as well as the insurance information of

the traveler. Upon further discussion, the Commissioners decided they would require a traveler (employee) MUST HAVE $25,000.00 in insurance coverage, which is the state minimum in West Virginia.

- If the policy is violated, it could include the revocation of their P-Card or discipline up to, and including, termination.
- If a Sheriff's Deputy takes a patient to Weston, the County Commission policy would prevail.
- The P-Card cannot be used for meals.
- A second policy surrounding the use of the P-Card will be developed.
- P-Cards are reviewed by Auditors.
- After review, Mr. Abraham made a motion to approve the policy with the above revisions to be made, seconded by Mr. Wharton. Motion carried.

New Business:

- Addressing – The Regional Economic Development Partnership is developing an area off Bob Wise Drive within the Highlands development. They are requesting a road name of Caliber Drive. Motion to approve the address made by Mr. Abraham, seconded by Mr. Wharton. Motion carried.

Staff / Elected Officials Reports:

- Administrator Russell – Mr. Russell commented on the topics below:
  - Update on the Middle Creek Dam Road – The main road is not in bad shape but the road down to the Dam is deteriorating. Since the main road is in better shape, this will limit the stone needed to complete the task, but it will have to be graded. Mr. Abraham inquired if it would make sense to pave a section of the road. Mr. Russell stated there would have to be drainage from the slope side to the drain side, but he can definitely look into the matter. Wheeling Watershed owns the property and the liability lays with the Wheeling Creek Watershed.
  - Mr. Russell is finalizing the vehicle take home policy.
  - The Wellsburg / Brillant bridge will be opening tomorrow with a ceremony at 12:00 p.m.
  - The Wheeling Chamber of Commerce is hosting a Lunch with Leaders on October 10, 2023.
  - Now that the Travel Policy is complete, Mr. Russell will be working on a P-Card policy.
  - In a letter from Gov. Jim Justice, Ohio County will be receiving $70,045.11 as part of the All County Fire Protection Fund distribution. Further information will be provided to advise the County if the funds are restricted, etc.
- Facilities – Ms. Marco provided the Commissioners with several updates:
  - The hot water heater at the Jail failed. A new one was ordered and arrived the next day. The work has been completed.
  - The carpet in the Commission office has been completed.
  - A compressor in 911 failed. The part was immediately ordered and will be here within a week. Repairs will be made quickly once it is received.

- A door at the Sheriff's office is malfunctioning. Staley will be called in to repair the door and new glass will also be ordered. Repairs will be completed within a week.
- The Courthouse Facilities Improvement Grant is due next week. We are applying for $100,000.00 to repair the columns on the Main and South Porticos.
- An HVAC update was provided.

- Emergency Services
  - Mr. Vargo – No report as Mr. Vargo was not in attendance.
  - Sheriff Howard – No report as Sheriff Howard was not in attendance.

Finance:

- Mr. Archey reported the bills are up to date. Mr. Abraham inquired into the payment made to Wheeling Office Supply. Mr. Russell stated this was for new furniture for the second-floor courtroom. Mr. Nickerson inquired into a $36,000 payment made to the OCDA. Mr. Russell stated this was for the position filled by Kevin Price at the Airport. 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 nine credit exonerations for consideration. He has also reviewed the exoneration from the Commission meeting held on September 5. Ms. Nancy Shelve had a small estate and an affidavit was filed. We would have no ability to file in the County Clerk's office so this would have to be referred to Magistrate Court. The plates for the RAV-4 were returned to the state in 2022. Mr. Abraham made a motion to accept the exonerations, including Ms. Shelve's, seconded by Mr. Wharton. Motion carried.

It was noted the meeting scheduled for October 17 will be moved to October 25, 2023.

There being no further business to discuss, the meeting adjourned at 6:58 p.m.

Donald A. Nickerson, President

Randel A. Russell, Administrator