

**Monroe County Commission
Regular Session
March 6th, 2024**

State of WV:
County of Monroe

At a regular meeting of the Monroe County Commission, called after notice and posting on the front door of the Courthouse of Monroe County, more than 72 hours prior to said meeting, being on the 6th day of March 2024 with Commission President Kevin Galford and Associate Commissioners Kevin Mann and Melvin Young present. Also present was Jeremy E. Meadows, County Clerk.

Pledge of Allegiance

All present stood for and pledged their allegiance to the US Flag.

Opening Prayer

The opening invocation was provided by Commissioner Young.

Review 911 Fees received in the month of February 2024

The Commission reviewed the following list of 911 fees received during the month of January 2024. The total of the month was \$181,851.01.

Company	911 Fees Received
T-Mobile Northeast, LLC	\$18.55
Spectrotel, Inc	\$4.51
Bandwidth, Inc	\$97.65
Cebridge Telecom WV	\$2,311.05
Cellco Paratnership	\$4.65
Comcast IP Phone, LLC	\$13.95
Frontier	\$10,979.10
Hughes Networks Systems, LLC	\$170.62
Mitel Cloud Services, Inc	\$186.00
Mountain Communications	\$5.13
Lumos Networks LLC	\$18.04
State of West Virginia (Wireless 911 Fees)	\$167,995.26
Ooma, Inc	\$46.50

No action was taken.

Review the Hotel/Motel Taxes received in the month of February 2024

The Commission reviewed the following list of Hotel/Motel Taxes received during the month of February 2024. The total of the month was \$1,053.34.

Company	Hotel/Motel Tax
HomeAway.com Inc	\$235.50
Airbnb, Inc	\$491.91
Grandview Cottages	\$325.93

No action was taken.

Review and Discuss letter from Disability Rights WV

Clerk Meadows presented a rebuttal to his response to the inquiry letter of Disability Rights WV. Disability Rights WV protects the rights of disabled people. In this case, they had visited each of the county's precincts and audited them. The company had requested that the Clerk and Commission pave several of the precincts parking lots, widen doors and make other necessary changes. Clerk Meadows stated that he had responded back with a plan of action; however, the company feels like all this should be completed by the May 14th, 2024 Primary Election. Clerk Meadows again emphasized to the company that we are a small county with very little tax revenue. He stated in his response that the company should focus on helping small counties obtain grant funding rather than threatening to sue them because they do not have the funds to complete the projects as quickly as the company wants them to be. The company finally responded back that they understood that they were happy with the current plan and that they would look out for any grant opportunities that arise to help smaller counties like Monroe make the precincts more accessible. No action was taken.

Review and act upon Doss Keenan Shaver Broadband Draw Down #14

The Commission reviewed Draw Down request number 14 for the Doss Keenan Shaver Broadband Project. This draw down request was for \$1, 241.00 and will pay for Region 1's work on the project totaling \$491.65 and for Optimal Home Solutions, LLC for \$749.35 to go toward construction of the project. Commissioner Mann made the motion to approve the draw down in the amount of \$1.241.00. Commissioner Young seconded the motion. The vote was unanimous, and President Galford signed the drawdown.

Review the Keenan Doss Shaver Broadband Project Reimbursement

The Commission reviewed a reimbursement from the Keenan Doss Shaver Broadband Project. The reimbursement was for the County. The County had mistakenly paid several invoices that were meant to be paid out of the Keenan Doss Shaver Broadband Project checking account. The amount of the invoices refunded to the county was \$7,142.03. No action was taken.

Review the Keenan Doss Shaver Broadband Project Reissuance

The Commission reviewed a reissuance of a check from the Keenan Doss Shaver Broadband Project. The check had never cleared the bank and was presumed to have been lost in the mail. The total cost of the check was \$773.50. No action was taken.

Review and Act on the Gigready Agreement Amendment

The Commission reviewed the first amendment to the Gigredy Lease with Gigabeam. This project will bring fiber Internet to Greenbrier Valley Road. The Commission reviewed the amendment and Commissioner Mann made the motion to approve and sign the amendment agreement. Commissioner Young seconded the motion. The motion passed unanimously, and President Galford signed the amendment.

Nancy Wood Canterbury Estate

Clerk Meadows brought a copy of the will of Nancy Wood Canterbury before the Commission. Clerk Meadows stated that Mrs. Canterbury's husband could not find the original will, but only a copy of the will. He noted that Mr. Canterbury was the only beneficiary to the estate, and that the will was prepared and witnessed by Circuit Judge Robert Irons. After reviewing the will, Commissioner Mann made a motion to adopt the copy of the will to the records. Commissioner Young seconded the motion. The vote was unanimous. The Commission asked Clerk Meadows to prepare an Order admitting the will to record.

Review and Discuss the Gap Mills PSD Minutes from their December 7th, 2023 meeting

The Commission reviewed the minutes of the Gap Mills PSD Board for their December 7th, 2023 monthly meeting. No action was taken.

Review and Discuss the Red Sulphur PSD Minutes from the February 15, 2024 Special Meeting

The Commission reviewed the minutes of the Red Sulphur PSD Board for their February 15, 2024 special meeting. No action was taken.

Review and Discuss the Red Sulphur PSD Minutes from the February 6, 2024 Regular Meeting

The Commission reviewed the minutes of the Red Sulphur PSD Board for their February 6, 2024 monthly meeting. No action was taken.

Review and Discuss the minutes of the Monroe County Health Department

The Commission reviewed the minutes of the Monroe County Health Department for their November 15th, 2023 regular meeting. No action was taken.

Review and discuss the West Virginia Design Build

The Commissioners reviewed a letter and information provided to them by the West Virginia Design Build. This company specializes in grant writing. The Commission agreed they would read over the material and discuss if they are interested in this type of help at a meeting in the future.

Barry N. Nelson Estate

The Commission reviewed two submitted documents for the Barry N. Nelson Estate. The first document was a letter written from Mr. Nelson's daughter, Carrie Nelson. In this letter, Ms. Nelson expresses her concerns over her sister's handling of the estate. Ms. Nelson stated that her sister, Mrs. Tefanie McCoy, misspent estate funds, sold property and never given anything to Ms. Nelson or her other sister. The other document, an order from Fiduciary Commissioner Debra Dalton. This order is a Cease-and-Desist Order. The Commission reviewed the order and Commissioner Young made the motion to accept Ms. Dalton's Order and appoint Sheriff Jeff Jones as administrator over the estate. Commissioner Mann seconded the motion. The motion passed unanimously.

Drug Related Overtime for the Deputies

President Galford brought up a discussion about using a portion of the Opioid Money for drug related overtime for the deputies. The two other commissioners were in support of the usage of this money. After more discussion, they determined they would withdraw \$5,000.00 out of the Opioid Money to give the Deputies the extra overtime money they need, with the understanding that this money can only go toward drug related calls. Commissioner Mann made the motion to move \$5,000.00 to be used for drug related overtime calls for the deputy sheriffs. Commissioner Young seconded the motion. The motion passed unanimously, and President Galford signed a resolution allowing the withdraw of funds from the Opioid Funds.

Opioid Funds to be used for the Reimbursement of past Jail Bills

The Commission discussed refunding General County for past jail bills incurred by the county. According to the Memorandum of Understanding this is allowable. The Commission asked Clerk Meadows to go back through the jail bills and to tally them. Clerk Meadows stated he would go back to the start of the litigation and compile a total for them at a future meeting.

County Clerk's Request for extra help

County Clerk Meadows began a discussion on needing extra help during the upcoming Primary Election. Clerk Meadows stated that one of his employees will more than likely be on maternity leave, another one is recuperating from a surgery, and one more may have to leave suddenly due to family health issues. Clerk Meadows stated that he had been asked by two employees from other offices if they could help. He stated that he plans to use both. Commissioner Mann made the motion to allow the Clerk's Office some extra overtime for these two individuals. Commissioner Young seconded the motion. The vote was unanimous. Clerk Meadows thanked the Commission for this help.

Monroe County Solid Waste Authority Vacancy

Clerk Meadows reminded the Commission that they needed to appoint an individual to the vacancy on the Solid Waste Authority. The Commission started discussing the matter. Commissioner Young stated that the Commission needed to wait, that it is possible that Louis Buckland, former member, and president of the Solid Waste Authority, may be interested in staying on the board. It was agreed that they would revisit the issue later.

Monroe County Planning Commission

Mr. Jeff Bumgardner and Mr. Phil Hunt appeared before the Commission representing the Monroe County Planning Commission. Mr. Bumgardner informed the Commission that at their last monthly meeting they met with the Indian Creek Watershed. The Watershed discussed the Geological Water and how the Turkey Farms interacted with it. They asked if the Geological Water Study would be in the Comprehensive Plan, Mr. Bumgardner stated that it would be. Mr. Bumgardner then gave an update on the Comprehensive Plan. He stated that the plan was going well. The attorney has sent out quite a few surveys to the businesses and high schools. The Commission thanked both members of the Planning Commission for their monthly update.

Phil Hunt – Animal Control Officer

Mr. Phil Hunt, Animal Control Officer, appeared before the Commission with his monthly report. Mr. Hunt emphasized the current dog problems. He stated that people adopted dogs during COVID and now they are wanting to get rid of them. He doesn't know a solution to the problem right now, but something must be done. Mr. Hunt stated that he already had to euthanize one dog. The Commission agreed that something needed to be done. Further discussions will be needed.

Sarah Martin, Assessor of Monroe County

Mrs. Sarah Martin, Assessor of the County, appeared before the Commission with the following refunds:

Brenda Walker - \$83.90

Brenda Walker - \$98.12

Commissioner Young made a motion to approve the two above listed refunds. Commissioner Mann seconded the motion. The motion passed unanimously.

Mrs. Martin also brought the exonerations for the month of February to the Commissioners. After reviewing the exonerations, Commissioner Mann made the motion to approve the exonerations. Commissioner Young seconded the motion. The motion passed unanimously.

Michael Heller, Chief Deputy of the Monroe County Sheriff's Department

Mr. Michael Heller, Chief Deputy of the Monroe County Sheriff's Department, appeared before the Commission with the Law Enforcement monthly report. Mr. Heller stated that the newest cruiser was in Beckley for decal installation and that it will be ready for pickup on Monday, March 11th, 2024. Mr. Heller stated they were looking for an undercover vehicle for around \$3,000 – \$5,000. Once he found something, he would bring it before the Commission for approval. Mr. Heller stated that since Phil Hunt, Animal Control Officer, has been hired he has been using his personal phone for Animal Control calls. Mr. Heller asked the Commission if he could be reimbursed for the added expense. Commissioner Mann made the motion to backpay Mr. Hunt forty (40) dollars a month till current, and that Richard Miller, 911 Director, would issue Mr. Hunt a County Phone. Finally, Mr. Heller began a discussion about the wants of the Sheriff's Office. Mr. Heller spoke about Deputy Allen Hunt recently visiting the Giles County, Virginia, Sheriff's Office. He stated that the Sheriff showed Mr. Hunt new technology they had recently implemented. This technology consists of a video camera placed at the state line in Peterstown. The video camera was wirelessly linked to only the Sheriff's Office. It was able to read license plates, color, makes and models of the vehicles. This was to alert the deputies in case of high-speed chases, stolen vehicles, or to watch suspected drug dealers' activities in relation to travel. Discussions focused on the pros and cons of the system, with the Commission ultimately feeling like this was something that would be of great use to the county. The Commission asked Mr. Heller to have Deputy Hunt get more information on this system and to bring it to a future meeting. Mr. Heller stated he would.

Richard Miller, 911 Manager & OEM Manager

Mr. Richard Miller, 911 Manager & Office of Emergency Management Manager, appeared before the Commission with his monthly report. Topics discussed were:

- **Search & Rescue Procedures** – Mr. Miller stated that he had taken the Search & Rescue Procedures, first introduced last month, to the fire departments located in the county and that they all agreed to it and signed it. No further action was needed.
- **Rabies Procedures** – Mr. Miller expressed that the Rabies Procedure needed the support of the Commission. The procedure and costs are as follows:
 1. Veterinarian Services ~ \$25.00 per animal. This is when the suspected rabies case gets dissected for testing by the Veterinarian.
 2. Transportation to lab ~ estimated to be \$70.00 per animal.
 3. Disposal cost of carcass ~ \$50.00 per animal.
 4. Management and transporting of animal from owner's property to Vet, back from Vet to storage till transporting to lab. No Cost. It is understood that the Animal Control Officer will do this.

The total cost of around \$150.00 per animal to conduct testing. Commissioner Young made a motion to approve the Rabies Procedures as outlined above. Commissioner Mann seconded the motion. The motion passed unanimously.

- **EMS Salary Fund Disbursement** – Discussion was brought up about the newly created EMS Salary Fund Disbursement. This fund was created to support supplementing the salaries of county emergency medical service workers or a county designated or contracted EMS provider. This fund will be overseen and distributed by the County Clerk. The Commission, Clerk and Mr. Miller discussed the logistics of this fund. Clerk Meadows stated that he would see how other counties are handling this funding and the issue would be revisited in April.
- **Organizational Meeting** – Mr. Miller reminded the Commission that the Organizational Meeting for the County will take place on Thursday, March 28th, 2024 @ 9:00 AM. The meeting will take place at Old World Libations located in Greenville. Clerk Meadows stated he would post the information to the Facebook Page and the website.
- **Floodplain Permit Fees** – Mr. Miller stated that he needs to know what the agreed price would be for a floodplain permit. Clerk Meadows stated that he looked through the minutes and could not find where it was voted upon. He did state, however, that it ran in his mind that it was around \$50.00. The Commission and Mr. Miller agreed that was the cost in their mind as well. Commissioner Young made a motion to set the cost of a floodplain permit to \$50.00. Commissioner Young seconded the motion. The motion passed unanimously.

Activity Report

Fire Response for the month of January 2024

Station	Number of Calls
Station 1 – Union	20
Station 2 – Lindside	10
Station 5 – Ballard	6
Station 7 – Peterstown	12
Total Fire Calls for February	48

EMS Response for the month of February 2024

Station	Number of Calls
Paint Bank EMS	1
Peterstown Rescue	87
STAT	32
Fairlea	6
Alderson (in Monroe)	0
Total EMS Calls for February	126

911 Wrecker Assist

Company	Number of Calls
Clarkson's Towing	1
Campbell's Towing	1
Galford's Towing	4
Neel's Towing	1
White's Towing	5
Smith's Towing	0
Antony's Towing	0
Lee's Towing	0
Total Wrecker Assists	12

Donnie Jackson & Travis Jackson

Mr. Donnie Jackson & Mr. Travis Jackson appeared before the Commission regarding the HAM Sanitary Landfill located in Bozoo. Mr. Donnie Jackson updated the Commission on the meeting with the West Virginia Department of Environmental Protection (WV DEP). He stated that they listened to his problems. Both men expressed their deep concerns over the fact that asbestos is being brought to the landfill from over twenty-five (25) states. The Commission agreed that it was concerning, but that the WV DEP had the final say in the situation. Mr. Donnie Jackson urged the Commission to pass an ordinance to prevent more being brought into the county. President Galford stated that if they created an ordinance that it could not overrule West Virginia state law. The Commission said they would reach out to the WV DEP and see if a public meeting could be had for this. Mr. Donnie Jackson urged the Commission to think about the ordinance. The Commission needed some questions answered about this step. They thanked both Donnie and Travis for their concern and input.

Rebecca Fox, Accounts Payable / Payroll Clerk

Mrs. Rebecca Fox, Accounts Payable / Payroll Clerk, appeared before the Commission with the Financial Report for the month of March, 2024.

Account Name	Balance
Tourism	\$7.85
Coal Severance	\$47,526.99
General County	\$483,838.16
Magistrate Court	\$3,082.60
911	\$521,775.14
Ambulance Fee	\$310.83
Emergency Management	\$46,545.54
American Rescue Funds	\$1,255,481.70
Assessor's Valuation Fund	\$72,505.63
Keenan Doss Shaver Broadband Project	\$200.00
State Fines	\$519.00
Criminal Charges	\$2,158.99
Court Reporter	\$167.00
Fire Levy Fund	\$37,705.41
Justice Fines	\$19,219.43
West Virginia Extension Service	\$34,016.38
Witness Fees	\$0.00
Concealed Weapons	\$53,461.84
County Clerk Fund	\$25,820.66
Delinquent & Non-Entered Land Fund	\$23,136.77
Deputy Sheriff Retirement Fund	\$861.50
DMV Fund	\$16,117.29
Health Department Fund	\$600,704.77
Law Enforcement Forfeiture Fund	\$1,521.32

Courtroom Renovations Fund	\$4,655,003.91
Pro-Forfeiture Fund	\$1,965.91
Monroe County Assessor Fund	\$283.40
Tax Account Fund	\$559,999.29
Tax Lien Fund	\$139,400.73
Vending Machine Fund	\$1,803.66
Voter's Registration Fund	\$27.01

Julie Simpson, Probate Clerk

Mrs. Julie Simpson appeared before the Commission with the monthly Final Settlements for estates. The following was a list of settlements for the month of March 2024.

- Lurverne A. South Estate
- Fred Dewitt Furrow Jr Estate
- Gerald Dean Clarkson Estate
- Barry C. Yates Estate
- Dale French Belcher Estate
- Freda Gay Lester Estate
- Eva June Reed Estate
- Benny E. Meador Estate
- Clarence L. England Estate
- David C. Francisco Estate
- Patsy Loretta Jenkins Estate

Commissioner Young made a motion to approve the Final Settlements as listed above.

Commissioner Mann seconded the motion. The vote was unanimous, and the Commissioners signed the Final Settlements.

Barry N. Nelson Estate

The Commission reviewed an Order issued from Fiduciary Commissioner Debra Dalton. The order, which was a Cease-and-Desist Order and a Recover Order, was issued by Ms. Dalton due to the current Administratrix, Mrs. Tefanie Nelson McCoy, not completing her obligations as an administratrix. Mrs. McCoy had not completed the appraisal and allegedly has taken many things from the property. In her order, Ms. Dalton also removed Mrs. McCoy as Personal Representative of the estate. Commissioner Young made the motion to approve Ms. Dalton's Order and appoint the Sheriff as Administrator of the estate. Commissioner Mann seconded the motion. The motion passed unanimously.

Lacy Toney Estate

The Commission reviewed two letters concerning the Lacy Toney Estate. The first letter from Mr. Toney's Daughter and sole heir, wished to have her daughter Samantha Comer appointed personal representative of the estate. Commissioner Young made the motion to appoint Samantha Comer as Personal Representative of the estate. Commissioner Mann seconded the motion. The motion passed unanimously. The second letter was from Mr. Toney's Step-daughter, Joy Huntley, in the letter Ms. Huntley stated that she had numerous concerns about her step-father's estate. After reviewing the letter and discussing the issues, Commissioner Young made the motion to refer the matter to Mr. Shannon Brim, Fiduciary Commissioner. Commissioner Mann seconded the motion. The motion passed unanimously.

John E. & Frances V. Ballard Estates

The Commission reviewed a letter from Mrs. Sherry Ballard Nichols. The letter requested that she be allowed to reopen both estates and correct property descriptions on the appraisal. Mrs. Nichols is the daughter and original personal representative of both estates. Commissioner Mann made the motion to reopen both John E. & Frances V. Ballard estates. Commissioner Young seconded the motion. The vote was unanimous.

2024 – 2025 Budget Meetings

Jeremy Meadows, County Clerk

Mr. Meadows presented the Commission with the County Clerk's proposed budget. The Commissioners reviewed the budget and thanked Mr. Meadows. No action was taken. They informed him they would be starting the budget work on Tuesday, March 12th, 2024.

Sarah Martin, Assessor

Mrs. Martin presented the Commission with the Assessor's proposed budget. The Commissioners reviewed the budget and thanked Mrs. Martin. No action was taken. They informed her they would be starting the budget work on Tuesday, March 12th, 2024.

Jeff Jones, Sheriff of Monroe

Mr. Jones and Chief Deputy Michael Heller presented the Commission with the Sheriff's Tax Office, Law Enforcement, and PRO proposed budgets. The Commissioners reviewed the budget and thanked Sheriff Jones and Chief Deputy Heller. No action was taken. They informed them they would be starting the budget work on Tuesday, March 12th, 2024.

Justin St. Clair, Prosecuting Attorney

Mr. St. Clair presented the Commission with the Prosecuting Attorney's proposed budget. The Commissioners reviewed the budget and thanked Mr. St. Clair. No action was taken. They informed him they would be starting the budget work on Tuesday, March 12th, 2024.

Richard Miller, 911 Director

Mr. Miller presented the Commission with 911's proposed budget. The Commissioners reviewed the budget and thanked Mr. Miller. No action was taken. They informed him they would be starting the budget work on Tuesday, March 12th, 2024.

Brian Wickline, WVU Extension

Mr. Wickline presented the Commission with the WVU Extension proposed budget. The Commissioners reviewed and discussed the budget. Commissioner Young made the motion to approve and sign the WVU Extension Budget. Commissioner Mann seconded the motion. The vote was unanimous, and President Galford signed the budget.

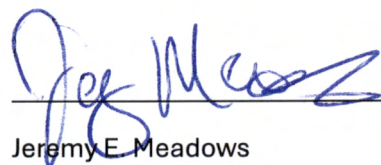
Adjournment Order

It is ordered that the court and the same is hereby adjourned at 3:45 PM until the Special Session (Budget Session) scheduled for March 12th, 2024, at 9:00 AM. Commissioner Mann made the motion to adjourn. Commissioner Young seconded the motion. The vote was unanimous, and the motion carried.



Kevin Galford, President
Monroe County Commission

Respectfully Submitted by



Jeremy E. Meadows
Monroe County Clerk