

**Present:**

**Ronald K. Collins, President**

**William L. Stubblefield, Commissioner**

**Anthony J. Petrucci, Commissioner**

**Deborah Hammond, County Administrator**

**Norwood Bentley, County Counsel**

Also Present: Penny Miller, County Commission; Alan Davis, Deputy County Administrator; Gwen Campbell, Finance; Bonnie Woodfall, Voters Registration; Gary Wine, IT Director; Gary Collis, Berkeley County Emergency Ambulance Authority

The Morning Prayer was led by Rev. Mark Johnson of the Independent Bible Church followed by the Pledge led by Gwen Campbell.

**Re: Agenda**

President Collins read the Agenda for the July 8, 2010 Berkeley County Commission Meeting.

Commissioner Stubblefield made a motion to approve the Agenda as read by President Collins. Commissioner Petrucci seconded the motion. The motion carried.

**Re: Consent Agenda**

**1. Purchase Order Log**

Commissioner Petrucci questioned page 1 for the invoice for Allegheny Power to replace lights. Ms. Campbell stated this was for the Criminal Justice Board.

Commissioner Stubblefield stated that there were several invoices on the Purchase Order Log which were due to the fire damage and asked if these invoices were included in the insurance claim. Ms. Hammond stated that the County accounts will be debited to pay the invoices, but these accounts will be credited once the insurance reimbursement is received. Commissioner Stubblefield also questioned page 10 for the invoice for Bowles Rice and asked if this was a delayed payment. Ms. Hammond stated that this was the final payment for the Purple Turtle issue as the case had gone to the Supreme Court.

**2. Approval of Minutes**

There were no changes or additions to the July 2, 2010 Berkeley County Commission Meeting Minutes.

### **3. Hiring Recommendations and Changes in Status**

President Collins stated there was a Change in Status received for the County Clerk's Office for an employee going from full time to part time. He also stated there was one Change of Status for 911 Central Dispatch for an employee going from part time to full to fill the position of another employee retiring.

### **4. Commission Calendars**

President Collins reviewed the Commission Calendars for the month of July.

### **5. Board and Commission Calendars**

President Collins reviewed the Board and Commission Calendars for the month of July.

### **6. ATV Ordinance – Attachment A Petition – Nettle Camp by the Potomac**

President Collins stated that a request had been received from Nettle Camp by the Potomac to be added to the ATV Ordinance Attachment A Petition. Norwood Bentley, Legal Counsel stated that all the documentation for the request was in order.

### **Re: Consent Agenda Approval**

Commissioner Petrucci made a motion to approve the Consent Agenda. Commissioner Stubblefield seconded the motion. The motion carried.

### **Re: Correction of Assessments Log, Apportionment of Assessment Applications, Deconsolidation or Consolidations Properties Applications – Assessor's Office**

There were no Correction of Assessment Logs, Apportionment of Assessment Applications or Deconsolidation or Consolidations of Properties Applications.

### **Re: Board and Commission Meeting Reports**

Commissioner Petrucci stated that he attended the Tomahawk Ruritan Scholarship Banquet. He also stated that he will be attending the Memorial Service for Senator Byrd on Friday at St. Luke's Church.

Commissioner Stubblefield stated that he attended the Development Authority Executive Committee Meeting. Commissioner Stubblefield stated that the committee reviewed the new prospects of new businesses in the County. He also stated that the committee discussed the issue of DOT access onto Tabler Station Connector. Commissioner Stubblefield applauded Steven Christian, Executive Director of the Development Authority, for all the great work he has done bringing new businesses to the area. Commissioner Stubblefield stated that he appeared on the WEPM radio program. Commissioner Stubblefield stated that planned to attend the Memorial Service for Senator Byrd on Friday and encouraged everyone to attend. He stated that the Memorial Service would be held at the St. Luke's Church at 700 New York Avenue at 7:00 P.M.

President Collins stated that he did not have any meetings this week. President Collins stated that the County Surplus Auction would be held on August 14, 2010. He also stated that this would be the largest auction due to the numerous items turned over by the Sheriff's Department.

**Re: Board and Commission Vacancies**

Commissioner Petrucci made a motion to reappoint Mr. Edgar Mason to the Berkeley County Solid Waste Authority. Commissioner Stubblefield seconded the motion. The motion carried.

**Re: Alan Davis, Deputy County Administrator  
Presentation on Personnel Issues**

Alan Davis, Deputy County Administrator, appeared before the Commission to present Personnel Issues. Mr. Davis stated that after much consideration he came before the Commission to recommend the addition of a new position for an IT Tech I. Mr. Davis stated that not filling this position would be a substantial blow to the efficiency of the IT Department. Mr. Davis stated that this request was driven by necessity. Mr. Davis stated that since the introduction of an in-house IT Department in mid-2007 the workload has increased exponentially and it has reached the point of becoming unmanageable with the staff that is in place. Mr. Davis reviewed a chart of the number of IT Tickets generated by each County Office and the number of hours spent responding to those tickets. President Collins stated that Mr. Wine himself worked over 100 hours to repair the damage from the lightning strike in a week's time in addition to the hours worked by his staff. Mr. Wine stated that the request of IT tickets are now having to be prioritized in order of importance rather than in priority of the time they were received due to the large backlog of tickets. Commissioner Stubblefield questioned Mr. Wine if it would be more cost efficient and effective to perform the backlog IT issues in-house or contract them out. Mr. Wine stated that he currently contracts out some of the larger jobs that he is unable to perform, but with the security issues it would cost approximately \$125.00 per hour to contract out the work which would be approximately \$100.00 more per hour than performing the work in-house. Commissioner Stubblefield stated that he felt overtime was not a solution. President Collins stated that you can only push an individual so far before they are burnt out. He also stated that he felt the recommendation for an IT Tech was a valid request and would support the request. Commissioner Stubblefield stated that the County Commission is most efficient in saving the County money, but felt it was unfair to ask Mr. Wine to cut his weekends in half and work on his own time for free to benefit the County. Commissioner Stubblefield also stated that he believes this position is warranted and it is essential. He also stated that he felt there were two paths the Commission could take. One would be for Mr. Wine to work his regular thirty five hours per week and provide support to the five offices divided equally dealing with high priority issues first and the second plan would be to add an additional IT Tech.

Commissioner Stubblefield made a motion to ask Mr. Wine not to carry the County Commission on his back and work on high priority issues and support 911 and to split his time equally between the five constitutional offices. There was no second to the motion. The motion died for lack of a second.

Commissioner Stubblefield made a motion to honor the recommendation of Mr. Davis and prepare a job description for an IT Tech 1 at Grade 9 with an annual salary range beginning at \$28,330. Ms. Hammond stated that there were funds in the budget to support this position with the reimbursement from 911 and this would be budget neutral. President Collins seconded the motion. Commissioner Petrucci opposed the motion. The motion carried.

**Re: Mike Ball, Region 9 – Air Quality Task Force  
Presentation – Air Quality Monitoring**

Mike Ball from Region 9 Air Quality Task Force appeared before the Commission to present the Air Quality Monitoring. Mr. Ball stated reviewed the current standards and status for the ozone. He stated that there were no air quality alerts in 2008 or in 2009. Mr. Ball stated that he attended the EPA's annual air quality conference in Raleigh, NC. Mr. Ball also stated that he receives daily EPA press releases which he shares with individuals via email. Mr. Ball stated that he meets with Berkeley and Jefferson County Driver Education students in the fall, spring and summer sessions and makes them aware of the how sitting with a car idling can be damaging to the air quality. Mr. Ball also stated that he will be disseminating information at the Berkeley County Youth Fair again this year and also at the Air Show. Mr. Ball stated that he has participated in the I81 Coalition and discussed ways he participated. Mr. Ball discussed the future and stated that a new ground level ozone standard will be proposed in August of 2010. Mr. Ball stated that he would continue with his presentations and the print media articles and would continue to work with the I81 Coalition. Commissioner Stubblefield stated that the county owed Mr. Ball a debt of gratitude for his monitoring of Air Quality Control. Commissioner Stubblefield also stated that without Mr. Ball's monitoring the county may not be in compliance with Air Quality Control which could result in Berkeley County residents being required to have mandatory emissions testing.

**Re: Mary Kackley, Director, 911 Center  
Maintenance Contracts – NICE Logging Recorder and Plant 9-1-1  
Telephone Core Equipment**

Mary Kackley, Director 911 Center, appeared before the Commission to present the Maintenance Contracts for NICE Logging Recorder and Plant 9-1-1 Telephone Core Equipment through Motorola. Ms. Kackley also stated that these were annual contracts. Mr. Bentley, County Counsel, stated that he had reviewed the contracts and there were two separate contracts with three changes that he had requested Motorola to make and Motorola has agreed to those changes. Ms. Hammond stated that these two changes were minimal and Ms. Palmer had made the changes and placed initial lines for these change on the signature copy.

Commissioner Petrucci made a motion to approve the two contracts with Motorola for the 911 Center. Commissioner Stubblefield seconded the motion. The motion carried.

Commissioner Stubblefield stated that the Volunteer Fire Fighters have been doing a great job with the brush fires. Commissioner Petrucci echoed Commissioner Stubblefield.

**Re: Deborah Hammond, County Administrator  
Meeting Report  
Dunn Building Project Report and Approvals**

**1. Meeting Report**

Ms. Hammond stated that she met with Mr. Allen, Director of Homeland Security and Emergency Management and Ms. Kelley, Finance Director regarding the Homeland Security Grant and the requirements. Ms. Hammond stated that any entity requesting this Grant must

be NIMS compliant. Ms. Hammond stated that she attended a meeting Wednesday to discuss personnel issues also.

**2. Updates:**

Ms. Hammond stated that extension letters were requested by the State for Community Participation Grants. Nine extension requests were honored by the State and have been approved.

Ms. Hammond reported that one 2009 and one 2010 Grant information sheets are still pending and correspondence has been forwarded to both entities requesting completion.

Ms. Hammond stated that on Tuesday, July 7<sup>th</sup>, a power outage affecting 1,700 individuals occurred. She also stated that the Commission Office was in communication with Emergency Services/Homeland Security and the 911 Center regarding the possible need to open a cooling center and regarding signal lights that were out of service due to the power outage. Ms. Hammond stated that the power was restored at 3:45PM that day by Allegheny Power. Ms. Hammond stated that it was not necessary to open a cooling center.

Ms. Hammond stated that dates have tentatively been scheduled at the Woods Resort for the Annual Commission Retreat on October 26<sup>th</sup> and the Annual Legislative Summit on November 16<sup>th</sup>. Ms. Hammond stated that the preparation and invitations for both events will proceed pending approval of these two dates by the Commission.

Ms. Hammond reported that the Berkeley County Chamber of Commerce Image Books were available at the Commission Office for new residents and economic development prospects.

**Re: Items from the Public**

There were no items from the Public.

**Re: Adjourn**

Commissioner Stubblefield made a motion to adjourn the July 8, 2010 Berkeley County Commission Meeting. Commissioner Petrucci seconded the motion. The motion carried.

**Approved:** \_\_\_\_\_

**Ronald K. Collins, President**