

ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,  
WEST VIRGINIA, HELD TUESDAY, JULY 25, 2023.

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The County Commission of Brooke County, West Virginia met in adjourned session this 25<sup>th</sup> day of July, 2023 at 10:30 a.m. at the Courthouse.

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Present: Andrew J. Thomas, President  
Stacey Wise, Commissioner  
Thomas R. Diserio, Commissioner  
Kimberly M. Barbetta, Clerk

The Commission held their preliminaries before the meeting including a prayer and the pledge of allegiance.

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A copy of the following correspondences was given to each of the Commissioner's for their review:

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Commissioner Wise made a motion, seconded by Commissioner Diserio and unanimously passed to approve the minutes from July 18, 2023.

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One bid was received for the (NVC) Night Vision Goggles - TNVC, Inc. \$79,966.30. The Commission ask Lt. Ferguson to look over the bid package to make sure everything was in order; being that this time sensitive the Commission gave Lt. Ferguson until the end of the meeting to review. Before closing the meeting Lt. Ferguson reported that everything was completed as specified. Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to approve the bid by TNVC, Inc. for the amount of \$79,966.30.

Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to accept the letter from Donna DeJaro, Shelter Director informing the Commission that Carol Posey is no longer an employee at the Shelter as of July 18, 2023.

Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to accept the email from Sheriff Beatty informing the Commission that Sgt. Tim Robertson will be retiring as of July 31, 2023. The Commission thanked him for his years of public service not only with Brooke County but with the military as well.

Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to approve the email from Sheriff Beatty informing the Commission that Deputy Caleb Minger has accepted a position with Hancock County Sheriff's Department; his last day of employment will be July 31, 2023. The Commission thanked him for his time of service and wished him well in his future endeavors.

Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to re-approve the letter from Christina White, 911 Director informing the Commission that Kaysi Holland will begin working on August 1, 2023. Ms. Holland was previously approved to start working in July. Correction of start date.

Commissioner Wise made a motion, seconded by Commissioner Diserio and unanimously passed to approve the Request for Revision to the Approved Budget in the amount of \$252,568.00 Coal Revenues/Expenditures.

Commissioner Wise made a motion, seconded by Commissioner Diserio and unanimously passed to approve the Request or Revision to the Approved Budget in the amount of \$5,384,832.00 General County Revenues/Expenditures.

Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to Approval of advertisement for bid for an Animal Shelter Vehicle.

Commissioner Wise made a motion, seconded by Commissioner Diserio and unanimously passed to appoint MIKE VITELLO to the Northern Panhandle Workforce Development Board, Executive Committee.

Homeland Security Update - Employee Eligibility Verification (Form I-9) must now be filled out completely by the employer. Department Heads please use new hire check list form.

Commissioner Diserio made a motion, seconded by Commissioner Wise and unanimously passed to approve the letter from Laura Eastham, Chief Tax Deputy informing the Commission that the Annual Sheriff's Settlement has been completed and filed with the WV State Auditor's Office. The Sheriff's 2022 tax year commission is requested in the amount of \$15,000.00.

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Invoices and vouchers were approved and the following checks were ordered written:

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|----------------------|---------------------------------------|
| Payroll Withholdings | CKS - 29486-24949 for \$3,827.80      |
|                      | CKS - 29449 for \$148.38              |
| General County Fund  | 001 CKS - 29450-29484 for \$91,108.47 |
|                      | (Void ck# 29489 \$0.00)               |
| Dog                  | 003 CKS - 1738 for \$312.98           |
| Magistrate Court     | 005 CKS - 1739 for \$10,341.20        |
| Worthless Check      | 006 CKS - 1740 for \$148.17           |
| E-911 Communications | 007 CKS - 3085-3089 for \$15,494.92   |
| Home Confinement     | 008 CKS - 1741 for \$1,244.00         |
| Ambulance            | 025 CKS - 6278-6286 for \$4,733.75    |
| Excess Levy          | 027 CKS - 29485 for \$384,018.92      |
| Fire Levy            | 028 CKS - 2397-2406 for \$2,681.45    |
|                      | 2387-2396 for \$5,376.00              |
| Shelter Levy         | 030 CKS - 1727-1730 for \$105,355.12  |
| Valuation            | 056 CKS - 2081-2083 for \$2,153.00    |

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No further business to come before the Commission a motion was made by Stacey Wise and unanimously passed to adjourn.

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Andrew J. Thomas, President

Teste:

Kimberly M. Barbetta, Clerk



