

GRANT COUNTY COMMISSION  
PETERSBURG, WEST VIRGINIA 26847

GRANT COUNTY COMMISSION MINUTES

**Date:** January 24, 2023    **Time:** 3:30 p.m.    **Location:** Conference Room  
Grant County Courthouse

**Reporting:**  
Erin Camp, Grant County Press

**Commissioners:**  
Tyson Riggleman, President  
Scotty Miley  
Kevin Hagerty

Michelle Sites, County Administrator

**1. Call to Order**

Commissioner Riggleman called the regular meeting to order at 3:30 p.m.

**2. Consent and Approval – County Administrator**

**a. Minutes**

Presented for approval were the minutes from the organizational meeting held on January 5, 2023.

Presented for approval were the minutes from the work session meeting held on January 9, 2023.

Presented for approval were the minutes from the meeting held on January 10, 2023.

A Motion was made to approve the minutes. **MOTION: Hagerty/unanimously approved**

**b. Budget Revisions**

-None

**c. Board Appointments/Removals/Resignations**

The following re-appointment was presented:

-Jay Mongold re-appointed to Development Authority Board.

A Motion was made to approve the above board appointment/resignation. **MOTION: Miley/unanimously approved**

**3. Actions of the Clerk, Exonerations, Estates**

Commission approved the following actions of the County Clerk:

Wills lodged in Clerk's Office:  
-None

Wills admitted to probate:

- Philip W. Inskeep
- Paul Parsons
- Roy E. Hendrickson
- Linda M. Borrer
- Ralph D. Rippey
- Claudia Hope George

-Qualification orders granted in the following estates:

|  |   |
|--|---|
| <p><u>Estate</u></p> <p>Ervin Eugene Fridley<br/>         Gerald J. White<br/>         Philip W. Inskoop<br/>         Paul Parsons<br/>         Maxine E. Nelson<br/>         Roy E. Hendrickson<br/>         Linda M. Borrer<br/>         Claudia Hope George<br/>         Jacob M. Whetzel</p> | <p><u>Person Qualifying</u></p> <p>Sylvia Sites &amp; Jerry Simmons, Co-Administrators<br/>         Yvonne White, Administrator<br/>         Elaine K. Inskoop, Executrix<br/>         James Tompkins, Executor<br/>         Brenda S. Keplinger, Executrix<br/>         Debra Lynn Hendrickson, Executrix<br/>         Darin Judy &amp; Sandra Thorne, Co-Executors<br/>         Douglas Rexrode, Executor<br/>         Kimberly &amp; Delmas H. Whetzel, II,<br/>         Co-Administrators</p> |
|--|---|

Ancillary Administrations granted in the following estates:

-Ralph D. Rippey

Small Estate Certificates and Authorizations granted in the following estates:

|                                  |                                 |
|----------------------------------|---------------------------------|
| <p><u>Estate</u></p> <p>None</p> | <p><u>Person Qualifying</u></p> |
|----------------------------------|---------------------------------|

A Motion was made to approve the actions of the Clerk. **MOTION: Miley / unanimously approved**

Waiver of Final Settlement  
 Waiver of Final Settlement in the estate of Evelyn Thompson **MOTION: Hagerty/ unanimously approved**  
 Waiver of Final Settlement in the estate of Henry Galen Simmons **MOTION: Hagerty/ unanimously approved**  
 Waiver of Final Settlement in the estate of Eston C. Porter **MOTION: Hagerty/ unanimously approved**  
 Waiver of Final Settlement in the estate of Mary A. Mallow **MOTION: Hagerty/ unanimously approved**  
 Waiver of Final Settlement in the estate of George R. Layton Sr. **MOTION: Hagerty/ unanimously approved**  
 Waiver of Final Settlement in the estate of James Neal Hott **MOTION: Hagerty/ unanimously approved**  
 Waiver of Final Settlement in the estate of Robert Steven Getz **MOTION: Hagerty/ unanimously approved**

The following exonerations were presented this day:

|                                 |              |             |                         |
|---------------------------------|--------------|-------------|-------------------------|
| <p>-Herman &amp; Anna Dixon</p> | <p>Union</p> | <p>2022</p> | <p>\$29.38 per half</p> |
|---------------------------------|--------------|-------------|-------------------------|

A Motion was made to approve the above exoneration. **MOTION: Hagerty/ unanimously approved**

**4. Comments from the Public**

-None

**5. Scheduled Appointments**

a) Lora Bennett, County Clerk, to discuss storage for Deed & Trust Deed Books.  
 Lora Bennett appeared before the commission to discuss getting storage shelves for the record room and also a new computer for the new hire employee.

A Motion was made to approve the purchase of the storage shelves and new computer.

**MOTION: Riggleman/ unanimously approved**

b) Bobby Funk & Mike Alt, Grant County Ambulance, to give an update and discuss hiring employees.

Mike Alt appeared before the commission to discuss updates and hiring new employees.

A Motion was made to go into executive session WV Code 6-9A-4. **MOTION: Miley/ unanimously approved**

A Motion was made to exit executive session WV Code 6-9A-4. **MOTION: Miley/ unanimously approved**

A Motion was made to accept the recommendation from Mike Alt for hiring employees at EMS. **MOTION: Miley/unanimously approved**

c) Jim Reel, Parks & Recreation Manager, to discuss future projects for Parks & Recreation.

Jim Reel appeared before the commission to discuss the following future projects for

2023.

**-Camp Echo**

- Shelter #1 needs replaced
- Shelter below #1 needs electric run to it
- Basketball court needs a fence put around it

**-Day Park**

- Parking lots need stone
- Sidewalks need upgraded from parking lot to pavilion
- Paint shelter roofs
- Gazebo

**-Turner Park**

- Electricity put in shelter 1
- Parking lot needs stone
- Playground equipment

**-Dog Pound**

- A concrete slab needs poured, the ground is already prepared

**-Michael Field**

- Upgrade rails
- Pour slabs of concrete under bleachers

**-Welton Park**

- Lower parking lot needs repaired
- Both boat docks need some upgrading
- Lights need fixed on walking trail

**-City Park**

- Kitty litter
- Walking dike needs a 200 foot section asphalted
- d) OES/911 Director Peggy Alt to discuss hiring an employee and discuss Nixel capabilities and how to use them in the county.

Peggy Alt and Vanessa Strawderman appeared before the commission to discuss hiring and Nixel capabilities and how they can possibly work with PSDs to alert the citizens about water issues like boiling water. They plan to discuss these options with the PSD's.

A Motion was made to accept the recommendation of Peggy Alt, OES/911 Director, to hire a new employee. **MOTION: Miley/unanimously approved**

- e) Jeffrey Teter, Maysville Volunteer Fire Department, to discuss funding request for equipment.
- Jeffrey Teter appeared before the commission to request assistance in purchasing equipment for Maysville Volunteer Fire Department's new truck.

#### **6. Correspondence**

- a) Letter from Kanawha County Commission in reference to the Jail Per Diem rate.
- b) Grant County Housing Authority Minutes of October 11, 2022.

#### **7. Unfinished Business**

-None

#### **8. New Business**

- a) Consideration for Approval the Memorandum of Understanding concerning use of the Woodchuck Trailer Mounted Chipper between the Region VIII Solid Waste Authority and the Grant Count Commission.

A motion was made to approve the Memorandum of Understanding. **MOTION: Miley/ unanimously approved**

- b) Consideration for Approval the Dumpster Rental Contract with Hott Disposal Services, Inc.

A motion was made to table the approval of the Dumpster Rental Contract with Hott Disposal Services, Inc. **MOTION: Hagerty/ unanimously approved**

- c) Consideration for Approval Contract with Software Systems for Sheriff Tax Office.

A motion was made to approve the Contract with Software Systems for the Sheriff Tax Office. **MOTION: Miley/ unanimously approved**

- d) Consideration for Approval Surplus of Vehicle – 2007 Grand Jeep Cherokee.

A Motion was approved for the surplus of the 2007 Grand Jeep Cherokee. **MOTION: Miley/unanimously approved**

#### **9. Reports from Elected Officials**

-None

#### **10. Reports from County Commissioners**

Commissioner Hagerty stated that going to Charleston was positive with the county moving forward.

Commissioner Riggelman stated that Kurt Wilson helped push the Chesapeake Bay Act provoking improvements. The Commissioners covered EMS and Broadband. They were also trying to get some help for Potomac Valley Transit Authority.

#### **11. Approval of Expenses to be Considered for Payment** (bills paid or to be paid, the invoices are available for public review by contacting the Grant County Clerk, 5 Highland Avenue, Petersburg, WV 26847, (304)257-4550)

A Motion was made to approve the expenses **MOTION: Miley/ unanimously approved**

**12. Adjourn**

A Motion was made to adjourn. **MOTION: Hagerty/ unanimously approved**

  
\_\_\_\_\_  
PRESIDENT

ATTEST:

02/14/23  
\_\_\_\_\_  
DATE APPROVED

  
\_\_\_\_\_  
CLERK OF THE COUNTY COMMISSION

## IN THE COUNTY COMMISSION OF GRANT COUNTY, WEST VIRGINIA

The Grant County Commission hereby orders the following actions taken by the Grant County Clerk, Lora Bennett, in vacation of the County Commission be approved:

1. Wills Lodged in the Clerk's Office:

None

2. Wills Admitted to Probate:

Philip W. Inskeep  
Paul Parsons  
Roy E. Hendrickson  
Linda M. Borrer  
Ralph D. Rippey  
Claudia Hope George

3. Qualification Orders Granted in the Following Estates:

| <u>Estate</u>        | <u>Person Qualifying:</u>                           |
|----------------------|---|
| Ervin Eugene Fridley | Slyvia Sites & Jerry Simmons, Co-Administrators     |
| Gerald J. White      | Yvonne White, Administrator                         |
| Philip W. Inskeep    | Elaine K. Inskeep, Executrix                        |
| Paul Parsons         | James Tompkins, Executor                            |
| Maxine E. Nelson     | Brenda S. Keplinger, Executrix                      |
| Roy E. Hendrickson   | Debra Lynn Hendrickson, Executrix                   |
| Linda M. Borrer      | Darin Judy & Sandra Thorne, Co-Executors            |
| Claudia Hope George  | Douglas Rexrode, Executor                           |
| Jacot M. Whetzel     | Kimberly & Delmas H. Whetzel, II, Co-Administrators |

4. Ancillary Administrations Granted for the following Decedents:

Ralph D. Rippey


5. Small Estate Certificates and Authorizations Granted in the Following Estates:

Estate

Person Qualifying:

None

Approved this the 24<sup>th</sup> day of January, 2023.

  
President

State of West Virginia  
 County of Grant  
 5 Highland Avenue  
 Petersburg, WV 26847

To the Honorable, the County of Grant County, WV

I, **Jerry L. Ours, Assessor** hereby makes application for the correction of an erroneous assessment against to **Link, Tricia L. & James F. in Petersburg Corp.** amounting to **\$ 37.94 p h, Class IV** Being taxes for the year of **2022** on personal property no: **20210269** valued at **6,642** for the following reason:

**The mobile home was double assessed on acct 20210269 and 20210209.**

Upon application of a taxpayer who is aggrieved by an erroneous assessment. The Prosecuting Attorney having had reasonable notice Of the intentions and character of the corrections desired in said application, and being present and defending the interest of the State, County, District and the Court having heard the evidence, it is ordered That said the applicants are exonerated from the payment of taxes for the year, if same has not been paid and if paid, the Sheriff refund the same, the court being of opinion that: **Ticket Number: 304088**

**Exonerate: Value: 6,642 Taxes: \$ 37.94 p h Class II**

**Pay: Value: 3,186 Taxes: \$ 36.40 p h Class IV**

The Clerk is directed to furnish a copy of this order, which, when properly endorsed, shall be a voucher for the Sheriff in his settlement.

Signature on File 2/10/23  
 Taxpayer Date

*[Signature]*  
 Assessor 2/10/23  
 Date

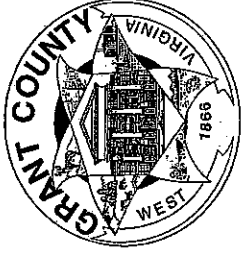
*[Signature]* 2/10/23  
 Prosecuting Attorney Date

*[Signature]* 02-14-23  
 President Date

**COUNTY COMMISSION OF GRANT COUNTY**

5 Highland Avenue  
Petersburg, WV 26847  
Phone: (304) 257-4422  
Fax: (304) 257-9645  
Email: [administrator@grantcountywv.org](mailto:administrator@grantcountywv.org)

COMMISSIONERS: TYSON K. RIGGLEMAN  
SCOTTY W. MILEY  
KEVIN P. HAGERTY  
  
ADMINISTRATOR: MICHELLE SITES



February 14, 2023

Marty Allen Hatfield, M.S.  
Senior Criminal Justice Specialist  
West Virginia Division of Justice and Community Services (DJCS)  
1124 Smith Street, Suite 3100  
Charleston WV 25301-1323

**Re: Letter of Commitment**

Dear Mr. Hatfield,

I am writing you to show my commitment to the Mineral County Community Criminal Justice Board.

The Mineral County Community Corrections Program is aimed at providing an effective alternative to incarceration. This program provides an increased number of community-based sanctions, Alternative Sentencing, and treatment options to offenders, while reducing the total cost to provide corrections.

I fully support this grant proposal and will continue to serve on the board as required by the program guidelines.

Thank you for your consideration of this grant proposal.

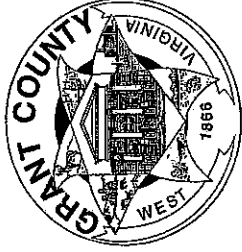
Sincerely,

Tyson K. Riggelman  
President  
Grant County Commission



**COUNTY COMMISSION OF GRANT COUNTY**

5 Highland Avenue  
Petersburg, WV 26847  
Phone: (304) 257-4422  
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COMMISSIONERS: TYSON K. RIGGLEMAN  
SCOTTY W. MILEY  
KEVIN P. HAGERTY

ADMINISTRATOR: MICHELLE SITES

COMMUNITY CORRECTIONS AGREEMENT

WHEREAS, the Mineral County Commission has established the Mineral County Community Criminal Justice Board to develop and operate a Community Corrections Program (Day Report Center, {DRC}); and

WHEREAS, funding has been obtained through a state grant for the establishment and operation of a multi-county Community Corrections Program (DRC) within Mineral and Grant County, West Virginia; and

WHEREAS, the County Commission of Mineral County has endorsed the grant project and has committed local funds within their budget for the establishment, operation, and use of the Community Corrections Program (DRC).

NOW, THEREFORE, the undersigned for and on behalf of the Grant County Commission does hereby agree to the following terms and conditions for participation and support of the multi-county Community Corrections Program (DRC);

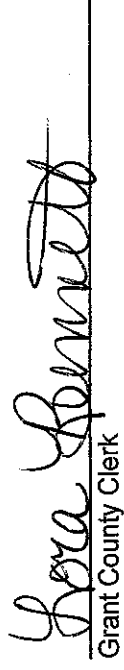
- 1) The County Commission of Grant County hereby agrees to pay fifty (50) percent of the required match for the State Community Corrections Grant awarded to the Mineral County Community Corrections Program. Mineral County Commission will pay the remaining fifty (50) percent of the required match.
- 2) Mineral County Commission will remain the fiscal agent for the Mineral County Community Corrections Program.
- 3) To meet this obligation the Grant County Commission hereby agrees to pay fifty (50) percent of the match on a monthly basis. The match will be divided into 12 payments. The Director of Mineral County Community Corrections will bill the Grant County Commission on the first of every month beginning July 1, 2023.
- 4) The parties agree that the monthly payment will be paid within thirty (30) days of the receipt of the monthly invoice and will be payable to the Mineral County Community Corrections Program and will be mailed to the attention of Tara Hockaday, P.O. Box 692, Keyser WV 26726.

ADOPTED this fourteenth day of February, 2023.

ENTER:

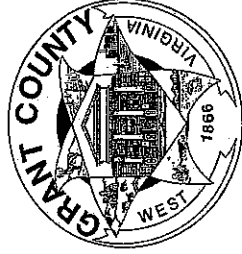
  
Grant County Commission President

Attest:

  
Grant County Clerk

**COUNTY COMMISSION OF GRANT COUNTY**

5 Highland Avenue  
Petersburg, WV 26847  
Phone: (304) 257-4422  
Fax: (304) 257-9645  
Email: [administrator@grantcountywv.org](mailto:administrator@grantcountywv.org)



COMMISSIONERS: TYSON K. RIGGLEMAN  
SCOTTY W. MILEY  
KEVIN P. HAGERTY

ADMINISTRATOR: MICHELLE SITES

**RESOLUTION**


WHEREAS: the Grant County Commission participates in the Mineral County Community Corrections Program; and

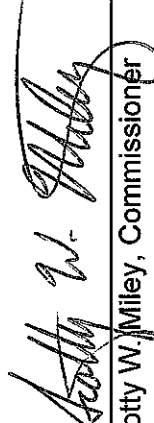
WHEREAS: a Mineral County Community Corrections Board was established pursuant with West Virginia State Code and is comprised of 100% of Mineral County residents; and

WHEREAS: West Virginia State Code §62-11-6(g) states, "If a community criminal justice board represents more than one county, the appointed membership of the board, excluding any ex officio members, shall include an equal number of members from each county, unless the county commission of each county agrees in writing otherwise."

NOW, THEREFORE BE IT RESOLVED THAT the Grant County Commission relinquishes its right to equal representation on the Mineral County Community Corrections Board.

APPROVED and ADOPTED on this the fourteenth day of February, 2023.

  
\_\_\_\_\_  
Tyson K. Riggleman, President

  
\_\_\_\_\_  
Scotty W. Miley, Commissioner

  
\_\_\_\_\_  
Kevin P. Hagerty, Commissioner