

**GRANT COUNTY COMMISSION
PETERSBURG, WEST VIRGINIA 26847**

GRANT COUNTY COMMISSION MINUTES

Date: December 12, 2023 **Time:** 9 a.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 9 a.m.

2. Consent and Approval – County Administrator

a. Minutes

- Presented for approval were the minutes from the meeting held on November 28, 2023.

A Motion was made to approve the minutes.

MOTION: Hagerty/unanimously approved

b. Budget Revisions

-None

c. Board Appointments/Removals/Resignations

-None

3. Actions of the Clerk, Exonerations, Estates

Commission approved the following actions of the County Clerk:

Wills recorded in Clerk's Office:

- Antoinette L. Ours
- Helen Groves Hedrick
- Kathleen Leanora Brinkman

Wills admitted to probate:

- Donald L. Huffman
- Dora D. Allen

Qualification orders granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
-Donald L. Huffman	-Mary Ann Bennett, Executrix
-Terry A. Lively	-Donnie R. Lively, Jr., Administrator
-Roy Eston Koontz	-Erma Koontz, Administratrix
-Barbara Ellen Koontz	-Erma Koontz, Administratrix
- Rodney E. Hawk	-Rhonda Sites, Administratrix
-Dora Allen	-Donna Lynn Bunting, Executrix

Ancillary Administrations granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
• Marie Carty McCullen	Catherine S. McGowen, Affiant

- c) Minutes of the Grant County PSD Regular Board Meeting of November 9, 2023.
- d) Minutes of the Grant County PSD Special Board Meeting of November 15, 2023.

7. Unfinished Business

- None

8. New Business

- a) For consideration changing status of Kathy Daniels to a part-time employee.
A Motion was made to approve changing the status of Kathy Daniels to a part-time employee.
MOTION: Miley/ unanimously approved
- b) Consideration for Signature Letter to the WV State Property Tax Department giving permission to make necessary changes for Tax Year 2024.
A Motion was made to approve the signature of the WV State Property Tax Department giving permission to make necessary changes for Tax Year 2024.
MOTION: Riggleman/ unanimously approved
- c) Consideration for Signature Acceptance of the FY2021 Emergency Management Performance Grant Award.
A Motion was made to approve the signature of the FY2021 Emergency Management Performance Grant Award.
MOTION: Hagerty/ unanimously approved
- d) Consideration for Signature Contract for Acceptance of the 21st Cycle WV Courthouse Facilities Improvement Agency Grant Award.
A Motion was made to approve the signature of the contract for the 21st Cycle WV Courthouse Facilities Improvement Agency Grant Award.
MOTION: Miley/ unanimously approved
- e) Consideration for Signature a Letter of Support for the WorkForce West Virginia's Application for Disaster Recovery National Dislocated Worker Grants for Address the Opioid Crisis.
A Motion was made to approve the signature for the Letter of Support for WorkForce WV Application for Disaster Recovery National Dislocated Worker Grants for Address the Opioid Crisis.
MOTION: Miley/ unanimously approved
- f) Consideration for Signature the Land Rights Permit for Operation, Maintenance and Repair Program to the Monongalia Conservation District and/or its agents.
A Motion was made to the signature of Land Rights Permit for Operation, Maintenance and Repair Program to the Monongalia Conservation District and/or its agents.
MOTION: Hagerty/ unanimously approved

9. Reports from Elected Officials

None

10. Reports from County Commissioners

Reminder there will be Christmas lunch this Friday the 15th. We need to schedule interviews for the Park and Recreation Manager position.

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: Hagerty/ unanimously approved

12. Adjourn

A Motion was made to adjourn.

MOTION: Riggleman/ unanimously approved



PRESIDENT

ATTEST:



CLERK OF THE COUNTY COMMISSION

12/26/23
DATE APPROVED

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:

- Antoinette L. Ours
- Helen Groves Hedrick
- Kathleen Leanora Brinkman

2. Wills Admitted to Probate:

- Donald L. Huffman
- Dora D. Allen

3. Qualification Orders Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Donald L. Huffman	Mary Ann Bennett, Executrix
• Terry A. Lively	Donnie R. Lively, Jr., Administrator
• Roy Eston Koontz	Erna Koontz, Administratrix
• Barbara Ellen Koontz	Erna Koontz, Administratrix
• Rodney E. Hawk	Rhonda Sites, Administratrix
• Dora Allen	Donna Lynn Bunting, Executrix


4. Ancillary Administrations Granted for the following Decedents:

<u>Estate:</u>	<u>Person Qualifying:</u>
• Marie Carty McCullen	Catherine S. McGowen, Affiant

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

<u>Estate:</u>	<u>Person Qualifying:</u>
• None	

Approved this the 12th day of December, 2023.



President