

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

**GRANT COUNTY COMMISSION MINUTES**

**Date:** April 11, 2023 **Time:** 9:00 a.m. **Location:** Conference Room  
Grant County Courthouse

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

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

Michelle Sites, County Administrator

**1. Call to Order**

Commissioner Riggleman called the regular meeting to order at 9:00 a.m.

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

**a. Minutes**

- Presented for approval were the minutes from the meeting held on March 28, 2023.
- Presented for approval were the minutes from the Special meeting held on April 3, 2023.

A Motion was made to approve the minutes.

**MOTION Miley/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 lodged in Clerk's Office:  
-None

Wills admitted to probate:

-Norma Virginia Sites  
-Beverly Ann Kile

Qualification orders granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
-Beverly Ann Kile	William W. Kile, Executor

Ancillary Administrations granted in the following estates:

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

Small Estate Certificates and Authorizations granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
-Norma Virginia Sites	Judy K. Bibbo, Successor
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 Joshua Allen Gilchrist

**MOTION: Hagerty/ unanimously approved**

-Waiver of Final Settlement in the estate of Brian Scott Gilchrist

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement in the estate of Floyd Edward Sites, Jr.

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement in the estate of John G. VanMeter

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement in the estate of Evelyn Lucille Willis

**MOTION: Hagerty/ unanimously approved**

**4. Comments from the Public**

-None

**5. Scheduled Appointments**

a) Larry Porter to discuss school safety and funding.

Larry Porter appeared before the Commission regarding school safety and funding for more protection in Grant County Schools.

b) Rusty Kitzmiller, Mt. Storm Volunteer Fire Department, to discuss funding.

Rusty Kitzmiller appeared before the Commission to request funding for the purchase of new air packs.

c) Brad Goldizen, Assistant Prosecuting Attorney, to discuss Forman School Lease.

Brad Goldizen appeared before the Commission regarding the lease at Forman School that was requested for use as a daycare. The biggest concern with a daycare using Forman School would be the liability and the risk of the County being sued. It was suggested that the Commission not proceed with the request.

d) Bobby Funk & Mike Alt, Grant County Ambulance, to discuss personnel concerns and give an update.

Bobby Funk & Mike Alt appeared before the Commission to discuss hiring a part-time employee for the Mt. Top. Grant County Ambulance lost 4 full time employees. They are seeking applicants to fill the vacant positions.

A Motion was made to accept the recommendation for hiring a part-time employee, Ashley Kitzmiller, for the Mt. Top.

**MOTION: Miley / unanimously approved**

**6. Correspondence**

a) Letter from Grant County Extension Service in reference to the Forman Community Building.

b) Letter from Sherry Michael in reference to the Forman Community Building.

c) Letter from Robert & Carolyn Nelson in reference to the Forman Community Building.

d) Letter from Kathy Smith in reference to the Forman Community Building.

e) Minutes of the Regular Session Board Meeting of the Mt. Top PSD dated October 20, 2022; November 17, 2022; January 19, 2023; February 16, 2023.

**7. Unfinished Business**

a) Consideration for Approval the Deed of Release between IWG Towers Assets I, LLC, and the Grant County Commission.

**8. New Business**

a) Consideration for Approval the Fair Housing Resolution

A motion was made to approve the signature of the Fair Housing Resolution.

**MOTION: Hagerty/ unanimously approved**

b) Consideration for Signature the Grant County and Shentel Partnership Letter for the MBPS Application.

A Motion was made to approve the signature of the Grant County and Shentel Partnership Letter for the MBPS Application.

**MOTION: Riggleman/ unanimously approved**

c) Consideration for Signature a Letter of Support to name a bridge located on Patterson Creek Road after Asa Kisamore.

A Motion was made to approve the signature of the Letter of Support for Asa Kisamore.

**MOTION: Miley/ unanimously approved**

**9. Reports from Elected Officials**

-None

**10. Reports from County Commissioners**

Commissioner Riggleman spoke with Randy Parsons regarding the layout of the pavilion on the old 3<sup>rd</sup> Base pad. Randy is going to try and work on getting a new drawing for the pavilion to save on cost since we are making it bigger. Randy also brought to my attention that there may be some issues with the Ambulance pulling out onto the street with the increased parking at the Taphouse. Randy is looking to block the last parking spot to assist with visibility when pulling out into the street.

**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: Miley/ unanimously approved**

  
PRESIDENT

ATTEST: 4/25/23  
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:

-Norma Virginia Sites  
-Beverly Ann Kile

3. Qualification Orders Granted in the Following Estates:

Estate: Person Qualifying:  
-Beverly Ann Kile -William W. Kile

4. Ancillary Administrations Granted for the following Decedents:

Estate: Person Qualifying:

-None

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

Estate: Person Qualifying:  
-Norma Virginia Sites Judy K. Bibbo, Successor

Approved this the 11<sup>th</sup> day of April, 2023.

  
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President