

GRANT COUNTY COMMISSION  
PETERSBURG, WEST VIRGINIA 26847

GRANT COUNTY COMMISSION MINUTES

**Date:** June 13, 2023      **Time:** 9:00 a.m.      **Location:** Conference Room  
Grant County Courthouse

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

Michelle Sites, County Administrator

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

**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 May 23, 2023.

A Motion was made to approve the minutes.

**MOTION Hagerty/unanimously approved**

**b. Budget Revisions**

• 404	Sheriff's Treasury	decrease	\$69,073
• 699	Contingencies	decrease	\$224,137
• 708	Police Special Duty	decrease	\$118,150
• 401	County Commission	increase	\$2,200
• 402	County Clerk	increase	\$26,100
• 403	Circuit Clerk	increase	\$4,000
• 405	Prosecuting Attorney	increase	\$5,150
• 412	Agriculture Agent	increase	\$7,000
• 424	Courthouse	increase	\$28,000
• 425	Other Buildings	increase	\$11,750
• 441	Housing Authority	increase	\$50
• 448	Courthouse Annex	increase	\$8,500
• 701	Sheriff's Service Process	increase	\$600
• 900	Parks & Recreation	increase	\$15,000
• 908	Community Center	increase	\$1,000
• 911	Visitor Bureau	increase	\$30,000
• 916	Library	increase	\$5,200
• 917	Law Library	increase	\$3,000

A Motion was made to approve the budget revisions.

**MOTION Miley/unanimously approved**

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

The following re-appointment was presented:

- Lee Thompson was re-appointed to the Potomac Valley Transit Authority.

A Motion was made to accept the above re-appointment.

**MOTION: Hagerty/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:

- James McAllister
- Lewis Marquis
- C. Browning Sions
- Betty Coffman

Qualification orders granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
-James McAllister	Bonnie McAllister, Executrix
-Lewis Marquis	Billy Kephlinger, Executor
-C. Browning Sions	Bradley Sions, Co-Executor Kevin Sions, Co-Executor
-David Moreland	Connie Moreland, Administratrix
-Betty Coffman	Donna Bodkins, Executrix

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>
-None	

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 Gerald J. White

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement

- Waiver of Final Settlement in the estate of Fannie V. Aronhalt

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement

- Waiver of Final Settlement in the estate of Mammie Bell Ratcliff

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement

- Waiver of Final Settlement in the estate of Claudia Hope George

**MOTION: Hagerty/ unanimously approved**

Waiver of Final Settlement

- Waiver of Final Settlement in the estate of Thomas J. Henninger

**MOTION: Hagerty/ unanimously approved**

The following exonerations were presented this day:

- Brett A. Sites  
Milroy 2022 \$105.46 per half

A Motion was made to approve the above exonerations.

**MOTION: Hagerty/ unanimously approved**

**4. Comments from the Public**

- None

**5. Scheduled Appointments**

a) Delegate John Paul Hott to discuss adding a turn lane to downtown Petersburg.

Delegate Hott appeared by phone to discuss the intersection at the main stoplight in downtown Petersburg. He spoke with a representative from the Governor's Office about having someone from DOH district office in Burlington to inspect the area and determine if a turn lane would be possible. If so, he asked the commissioners to please consider relinquishing some property adjacent to the annex for construction of the turn lane. Delegate Hott also suggested that everything be restored to its original state after the construction of the turn lane.

b) Bob McCalley & Andrew Walker to give an update on the Mountaineer Trail Network.

Bob McCalley & Andrew Walker appeared before the commission. Mr. Walker stated that they are operating in four activities at the moment. The first activity was capacity building, second activity is infrastructure development, third activity is building the brand and fourth activity is the launch. Currently they are between activity two and three.

c) Peggy Alt, OES/911 Director, to discuss hiring an employee.

Peggy Alt would like to hire Crystal VanMeter.

A Motion was made to accept the 911 Director's advice to hire Crystal VanMeter.

**MOTION: Miley/ unanimously approved**

d) Jim Reel, Parks & Recreation Supervisor, to discuss personnel changes.

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 with no action taken WV Code 6-9A-4.

**MOTION: Haggerty/unanimously approved**

**6. Correspondence**

a) Letter from US Department of Housing & Urban Development in reference to the Final SEMAP Score Letter.

b) Sheriff's Monthly Settlement dated May 31, 2023

c) Correspondence from Jason Rexroad in reference to the Forman Center.

d) Letter from WV Department of Homeland Security, Division of Administrative Services, in reference to the Jail Per Diem Rate.

e) Invitation to the Wandering West Virginia Waterways Walking Tour.

f) WV Department of Transportation planned projects & completed projects for Grant County.

g) The Grant County Courthouse Elevator Inspection dated May 22, 2023.

h) Registration for WV Rural Water Association Annual Technical Conference.

**7. Unfinished Business**

-None

**8. New Business**

a) Bid Opening for the Mountaintop Library Roofing Project.

The following bids were received:

Timothy Rohrbaugh	\$41,859.00
Snow rails	±\$5,364.00
Total	\$47,223.00
NVB Contracting	\$55,200.00

A motion was made to accept the bid from Timothy Rohrbaugh for \$47,223.00.

**MOTION: Miley/ unanimously approved**

b) Bid Opening for the Mountaintop Clinic Addition Project.

The following bid was received:

Timothy Rohrbaugh	\$30,500.00
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A motion was made to accept the bid from Timothy Rohrbaugh for \$30,500.00

**MOTION: Hagerty/ unanimously approved**

c) Consideration for Signature the WVCoRP FY23/24 Insurance Proposal.

A Motion was made to accept the signature for the WVCoRP Insurance Proposal.

**MOTION: Miley/ unanimously approved**

d) Consideration for Signature Agreement between Archives & History for and on behalf of the Records Management and Preservation Board and the Grant County Commission.

A Motion was made to accept the Signature Agreement between Archives & History on behalf of the Records Management and Preservation Board and the Grant County Commission to complete Phase 3 of an index scanning project.

**MOTION: Miley/ unanimously approved**

e) Consideration for Approval the Grant County Plan from recommendation of the Grant County Planning Commission.

A Motion was made to approve the Grant County Plan from recommendation of the Grant County Planning Commission.

**MOTION: Miley/unanimously approved**

f) Consideration for Signature the Right of Way Certificate for Phase I of the Hike and Bike Trail.

A Motion was made to table the consideration for Signature the Right of Way Certificate for Phase I of the Hike and Bike Trail.

**MOTION: Hagerty/unanimously approved**

**9. Reports from Elected Officials**

None

**10. Reports from County Commissioners**

Commissioner Miley stated that today is the 50<sup>th</sup> Anniversary Celebration of the Grant County Senior Center.

Commissioner Riggleman stated there was a ribbon cutting for City Electric.

**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**

ATTEST:

  
CLERK OF THE COUNTY COMMISSION

  
PRESIDENT

6/27/23  
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:

-None

## 2. Wills Admitted to Probate:

-James McAllister  
-Lewis Marquis  
-C. Browning Sions  
-Betty Coffman

## 3. Qualification Orders Granted in the Following Estates:

Estate  
-James McAllister  
-Lewis Marquis  
-C. Browning Sions  
-David Moreland  
-Betty Coffman

Person Qualifying:  
Bonnie McAllister, Executrix  
Billy Keplinger, Executor  
Bradley Sions, Co-Executor  
Kevin Sions, Co-Executor  
Connie Moreland, Administratrix  
Donna Bodkins, Executrix

## 4. Ancillary Administrations Granted for the following Decedents:

Estate:  
-None

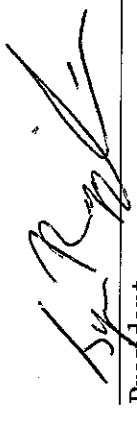
Person Qualifying:

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

Estate:  
-None

Person Qualifying:

Approved this the 13<sup>th</sup> day of June, 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 **Sites, Brett A.** in **Milroy Dist.** amounting to **\$ 105.46 p h, Class III** being taxes for the year of **2022** on personal property no: **20200354** valued at **13,140** for the following reason:

**An exoneration was applied for 2021, the 2022 needs to be exonerated. Mr. Sites taxed in Monongalia County, copy of ticket attached.**

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: 303063**

**Exonerate: Value: 13,140 Taxes: \$ 105.46 p h Class III**

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 6/9/23  
 Taxpayer Date

*[Signature]*  
 Assessor 6/9/23  
 Date

*[Signature]*  
 Prosecuting Attorney Date 6/9/23

*[Signature]*  
 President Date 6/13/23