

GRANT COUNTY COMMISSION
PETERSBURG, WEST VIRGINIA 26847

GRANT COUNTY COMMISSION MINUTES

Date: August 27, 2019
Courthouse

Time: 3:30 p.m. **Location:** Conference Room
Grant County

Commissioners:
Doug Swick
Jeff Berg
Scotty Miley

Reporting:
Erin Camp, Grant County Press

AGENDA ITEM: Commissioner Swick called the regular meeting to order at 3:30 p.m.

AGENDA ITEM: Approval of Minutes

DISCUSSION: Presented for approval were the minutes from the regular meeting held on August 13, 2019.

ACTION: A Motion was made to approve the minutes from the regular meeting held on August 13, 2019. **MOTION: Miley-Berg**

AGENDA ITEM: Discuss Offering Benefits

DISCUSSION: Lisa Burns from Combined Insurance appeared before the Commission. Ms. Burn presented the Commissioners with a proposal with all the services that they offer. Ms. Burns stated that they would like to meet with employees to go over all the benefits. Commissioner Swick stated he would be fine with employees meeting with a representative but it would not be something that is mandatory. Commissioner Swick stated that Ms. Burns could schedule everything with Michelle.

ACTION: No action needed.

AGENDA ITEM: Program Update

DISCUSSION: Shawn Lockard, Community Corrections Case Manager in Petersburg, and Tara Hockaday, Director of the Community Corrections program in Keyser and Petersburg appeared before the Commission. Mr. Lockard has been here full time since April. Counselors come up on Tuesdays and Fridays to meet with clients. Mr. Lockard does all the intakes and drug testing.

Ms. Hockaday stated that this year the grant money received was \$190,000.00, which is the same as last year. Grant County will be saving money this year. Last year they paid the program over \$55,000.00 and this year they will only have to pay \$40,000.00.

Commissioner Miley asked how the numbers were for Grant County. Mr. Lockard stated that he has 20 active clients, and will be getting another client tomorrow. He stated that he is waiting on 3 to get out of jail and then they will be back on the program. Ms. Hockaday said she would like to get more referrals.

Ms. Hockaday stated that she would send a bill the first of every month.

Commissioner Miley asked who assigns the community service. Mr. Lockard stated that it was part of the program. The fee for the program is \$600.00 and that must be paid before they can complete the program. Mr. Lockard offers community service to the clients but he stated that most would all rather pay the \$600.00 fee. Ms. Hockaday said they can work off part of the fee for \$4 an hour if they are unable to pay the entire fee amount.

Commissioner Miley stated that he did have some community service projects that he would like to discuss with Mr. Lockard.

Commissioner Swick asked who does the supervision for the community service. Ms. Hockaday stated that Doug Wolfe from the Keyser office is a work crew officer and he can work with Mr. Lockard to supervise community service projects.

ACTION: No action needed.

AGENDA ITEM: Awareness of Services Provided by Potomac Valley Transit Authority

DISCUSSION: Doug Pixler, General Manager of the Potomac Valley Transit Authority, and Suzanne Park, Director of Communications for the Potomac Valley Transit Authority, appeared before the Commission. Mr. Pixler stated that the Petersburg ready ride is a service that started on July 1. He stated that this is a demand response and someone can call to let the PVTA know where they need to go and the bus will pick them up and take them.

Mr. Pixler stated that they are working on a program with DHHR that will enable the PVTA to get more people where they need to go. This is a program for people that have no other means of transportation.

ACTION: No action needed.

AGENDA ITEM: Approval of Vendor for CDBG Feasibility Study

DISCUSSION: This is a timeline for the broadband grant that the Development Authority and Region 8 are working on. Based upon the proposal evaluation scores the recommended contractor for the Grant County Broadband Feasibility Study is Design 9 Broadband Planners.

Commissioner Miley asked when this project was to be done. Ms. Kitzmiller stated that June of 2020. This project will be completed within the budget as well.

ACTION: A Motion was made to approve Design 9 Broadband Planners for the Grant County Broadband Feasibility Study. **MOTION: Miley-Berg**

AGENDA ITEM: CDBG Updates & Approvals

DISCUSSION: Ms. Kitzmiller stated that she would make the contacts of all the proposals. Next will be a contract sent to the WV Development Office and the Commission for review. By the next meeting a contract should be in place.

ACTION: No action needed.

AGENDA ITEM: Smartlink/AT&T Tower Proposal

DISCUSSION: Commissioner Swick stated that he does not feel the proposal is anywhere close to what was discussed when they previously met with the representatives. Commissioner Miley stated that he would like to meet with the representatives again to further discuss the matter. Commissioner Swick stated that at this time he does not feel it is something that can be done due to parking issues. Michelle Sites stated that she could contact Smartlink and get them back on the agenda to discuss the issues.

ACTION: No action needed.

AGENDA ITEM: International Overdose Awareness Day Proclamation

DISCUSSION: Raj Masih, Mike Landis, Bob Borrer and Roger Dodd appeared before the Commission. Mr. Masih stated that August 31 every year is known as national overdose awareness day. This is an event of remembrance, as well as a day of awareness and a day to educate the public about what exists and what can help.

ACTION: A Motion was made to sign the International Overdose Awareness Day Proclamation. **MOTION: Berg-Miley**

AGENDA ITEM: Execute Airport Improvement Grant Application

DISCUSSION: This is the grant that will be used to build another airport hangar through FAA.

ACTION: A Motion was made to approve and sign the Airport Improvement Grant Application. **MOTION: Miley-Berg**

AGENDA ITEM: Approve Monthly Payments to CVB

DISCUSSION: The CVB requested that the Commission send them their payments monthly. Michelle Sites stated that Alicia Reel, CFO, stated that she could do monthly payments to the CVB after the calculation of the hotel/motel tax.

ACTION: A Motion was made to allow Alicia Reel to use the calculation for the hotel/motel tax to determine the amount to be sent to the CVB in a timely matter on a monthly basis. **MOTION: Miley-Berg**

AGENDA ITEM: Bid Opening for Courthouse Drainage Installation

DISCUSSION: Michelle Sites stated that she ran an ad in the Grant County Press and did receive one sealed bid. The bid was from Potomac Highlands Construction, LLC in the amount of \$21,700.00. Commissioner Swick stated that this matter should be tabled in order to give the Commission more time to obtain more information from Alicia Reel, CFO. The Commission also needs to meet with AT&T representatives again regarding the tower proposal.

ACTION: A Motion was made to table this agenda item until the next meeting. **MOTION: Berg-Miley**

AGENDA ITEM: Actions of the Clerk

DISCUSSION: None required.

ACTION: Commission approved the following actions of the County Clerk:

-Wills lodged in Clerk's Office:
None

-Wills admitted to probate:
Emma Runion
William Joseph Gaither
Shirley Landis

-Qualification orders granted in the following estates:

Joe V. Simmons, Administrator in the Estate of Emma Runion
Linda Artenchie Gaither, Executrix in the Estate of William Joseph Gaither
Boyd Landis, Jr, Executor in the Estate of Shirley J. Landis
Rocky Bible, Administrator in the Estate of Judith Elaine Bible

MOTION: Miley-Berg

AGENDA ITEM: Approval of Estates

DISCUSSION: No discussion required.

ACTION: Commission approved the following estates for closure:

Waiver of Final Settlement in the Estate of Sabrina Marie Fowler **MOTION: Miley-Berg**

AGENDA ITEM: Exonerations

DISCUSSION: Having been filed by the Assessor and approved by the Prosecuting Attorney, exonerations were reviewed for Timothy Judy, Nicholas R. Wilkins, Kolton L. Hawk and Neopost USA, Inc.

ACTION: Commission approved the following exonerations:

Timothy Judy	Union District ('19)	\$9.49 ph	MOTION: Berg-Miley
Nicholas R. Wilkins	Union District ('19)	\$130.31 ph	MOTION: Berg-Miley
Kolton L. Hawk	Petersburg Corp ('19)	\$66.51 ph	MOTION: Berg-Miley

Neopost USA, Inc. Petersburg Corp (19) \$2.75 ph MOTION: Berg-Miley

AGENDA ITEM: Budget Revisions

DISCUSSION: There were no budget revisions presented this day.

ACTION: No action needed.

AGENDA ITEM: Board Appointments/Removals

DISCUSSION: There were no board appointments presented this day.

ACTION: No action needed.

AGENDA ITEM: Commissioner's Packet

DISCUSSION: Commissioner Swick reviewed the commissioner's packet and presented the following information:

- Minutes from the Grant County PSD board meeting of July 11, 2019;
- Minutes from the Grant County PSD board meeting of July 23, 2019;
- Minutes from the Grant County PSD board meeting of August 8, 2019;
- Letter from DOH regarding the list of projects to be done in the State;

AGENDA ITEM: Approval of Expenses

DISCUSSION: The Commission reviewed the expenses as presented.


ACTION: Commission approved the expenses as presented **MOTION: Berg-Miley**

AGENDA ITEM: Adjournment

ACTION: There being no further business before the Commission, the meeting adjourned. **MOTION: Miley-Berg**

ATTEST:


CLERK OF THE COUNTY COMMISSION


PRESIDENT

9-10-19
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, Seymour V. Fisher, in vacation of the County Commission be approved:

1. Wills Lodged in the Clerk's Office:

None

2. Wills Admitted to Probate:

Emma Runion
William Joseph Gaither
Shirley Landis

3. Qualification Orders Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
Emma Runion	Joe V. Simmons, Administrator
William Joseph Gaither	Linda Artenchie Gaither, Executrix
Shirley J. Landis	Boyd Landis, Jr., Executor
Judith Elaine Bible	Rocky Bible, Administrator

Approved this the 27th day of August, 2019.


President

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

To the Honorable, the County of Grant County, WV

I, **Ralph G. Layton, Assessor** hereby makes application for the correction of an erroneous assessment against **Judy, Timothy R.** in **Union Dist.** amounting to **\$ 9.49 p h, Class 3** being taxes for the year of **2019** on **Personal Property number 80000758** valued at **1,398** for the following reason:

Taxpayer was assessed on a vehicle that was marked off as sold.

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 305154***

REFUND

Exonerate: Value: 1,398 Taxes: \$ 9.49 p h Class III

Pay On: Value: 981 Taxes: \$ 6.67 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 8/23/19
 Taxpayer Date

Ralph G. Layton
 Assessor Date

Thomas B. Scherer 8/23/19
 Prosecuting Attorney Date

Doyle S. Smith 8-27-19
 President Date

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

To the Honorable, the County of Grant County, WV

I, **Ralph G. Layton, Assessor** hereby makes application for the correction of an erroneous assessment against **Wilkins, Nicholas R.** in **Union Dist.** amounting to \$ **130.31 p h, Class 3** being taxes for the year of **2019** on **Personal Property number 20160164** valued at **19,191** for the following reason:

Taxpayer moved to Mineral County September of 2017 and when the Office Deputy called and asked if vehicles were the same and taxed him.

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 305708**

Exonerate: Value: 19,191 Taxes: \$ 130.31 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 8/23/19

Taxpayer Date

Ralph G. Layton 8/23/19

Assessor

Date

Thomas Schless 8/23/19

Prosecuting Attorney / Date

[Signature] 8-27-19

President

Date

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

To the Honorable, the County of Grant County, WV

I, **Ralph G. Layton**, Assessor hereby makes application for the correction of an erroneous assessment against **Hawk, Kolton L.** in **Petersburg Corp.** amounting to **\$ 66.51 p h, Class 3** being taxes for the year of **2019** on **Personal Property number 20100068** valued at **9,795** for the following reason:

Taxpayer was assessed on a 2015 Chev that was traded for the 2016 GMC.

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 302140**

Exonerate: Value: 9,795 Taxes: \$ 66.51 p h Class III

Pay On: Value: 20,910 Taxes: \$ 141.98 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 8/19/19

Taxpayer

Date

Ralph G. Layton
 8/19/19

Assessor

Date

Joseph M. Davis
 8/19/19

Prosecuting Attorney (Date)

Joseph M. Davis
 8-27-19

President

Date

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

To the Honorable, the County of Grant County, WV

I, **Ralph G. Layton**, Assessor hereby makes application for the correction of an erroneous assessment against **Neopost USA Inc.** in **Petersburg Corp.** amounting to **\$ 2.75 p h, Class 4** being taxes for the year of **2019** on **Personal Property number 20070108** valued at **270** for the following reason:

Taxpayer was assessed incorrectly on equipment that belongs to Mail Finance Inc. who have been assessed on a supplemental, tax bill on account number 20110053. We will lose no value.

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 304246**

Exonerate: Value: 270 Taxes: \$ 2.75 p h Class IV

Pay On: Value: 944 Taxes: \$ 9.62 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 8/15/19

Taxpayer Date

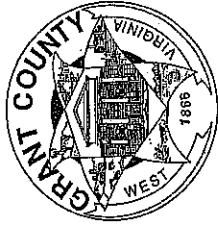
Ralph G. Layton
Assessor 8/15/19

Date

John J. Sklar 8/16/19

Prosecuting Attorney Date

David C. ... 8-27-19
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

COMMISSIONERS:
DOUGLAS E. SWICK,
PRESIDENT
JEFFREY R. BERG
SCOTTY W. MILEY
ADMINISTRATOR:
MICHELLE SITES

PROCLAMATION

WHEREAS, every year on August 31, International Overdose Awareness Day is recognized in communities around the world to remember those whose lives have been lost and to raise awareness about the risks of overdose.

WHEREAS, Overdose Awareness Day recognizes overdoses from all drugs, because it reflects the reality of the overdose epidemic, allowing us to speak and educate more broadly about the issues; and


WHEREAS, Overdose Awareness Day is committed in providing a platform to acknowledge the grief felt by families and friends who have lost loved ones to overdose and to raise awareness that the tragedy of overdose-related deaths is preventable; and

WHEREAS, Overdose Awareness Day sends a strong message to current and former drug users that they are valued; and

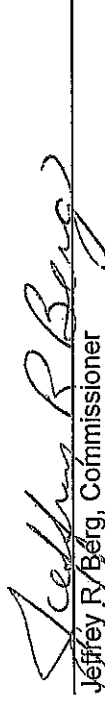
WHEREAS, members of the community and organizations associated with drug abuse prevention and aid will work to remove the stigma associated with overdose-related deaths and reinforce the belief that no one should feel shame or disgrace due to an overdose-related death of a loved one;

NOW, THEREFORE BE IT PROCLAIMED that the Commission of Grant County hereby declares August 31, 2019 as Overdose Awareness Day in Grant County, West Virginia and ask residents to remember those who were lost, those who are struggling and those who are in recovery.

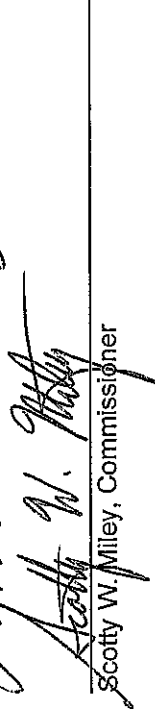
ADOPTED this the twenty-seventh day of August, 2019.



Douglas E. Swick, President



Jeffrey R. Berg, Commissioner



Scotty W. Miley, Commissioner