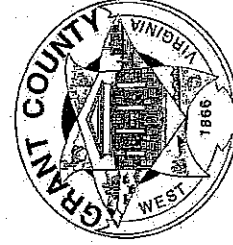


COUNTY COMMISSION OF GRANT COUNTY

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



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

ADMINISTRATOR: MICHELLE SITES

Regularly Scheduled Meeting Agenda
Location: Courthouse Lower-Level Conference Room
Tuesday, January 27, 2026 @ 3:30pm

130 B

- 1) Call to Order
- 2) Consent and Approval
 - a) Minutes
 - b) Budget Revisions
 - c) Board Appointments/Removals/Resignations
- 3) Comments from the Public
- 4) Scheduled Appointments
 - a) Joanie Ours, Christina Vranham, & Joey Vetter, Pendleton Community Bank, to discuss moving Money Market account and Regular Business account.
 - b) Donny Jack Bensenhaver to discuss hay harvesting at the Airport and Dog Pound.
 - c) Beth Mallow, Assessor, and Prosecutor John Ours to discuss property exonerations.
 - d) Randy Parsons to present quotes for Mold Remediation at the Grant County Annex and new Evidence Room for the Grant County Sheriff's Department.
 - e) Sheriff Steve Wratford to discuss purchasing a Drone for the Grant County Sheriff's Department & transferring accounts to Pendleton Community Bank.
 - f) Sherry Mongold, SRRDA Director; Josh Jarrell, Spilman, Thomas & Battle Law Offices; Peggy Alt, OEM/911 Director; and John Ours, Prosecuting Attorney; to present lease agreement between Seneca Rocks Regional Development Authority and Grant County Commission.
 - g) Jeffrey Teter, EMS Director, to give an update for the Grant County Ambulance.
- 5) Actions of the Clerk & Estates (See Exhibit A1)
- 6) Exonerations (See Exhibit A2)
- 7) Correspondence
 - a) Letter from Fairfax Materials Inc. giving notice of blasting activities in Union District, Grant County, nine miles north of Maysville.
 - b) Grant County Housing Authority Board Meeting Minutes of October 14, 2025.
 - c) Sheriff Monthly Settlement Ending November 2025 & December 2025.
 - d) Letter from WV Legislature, Joint Committee on Government & Finance in reference to Changes to Volunteer Fire Department Audit Authority Follow-Up.
 - e)
- 8) Unfinished Business
 - a) Consideration for Signature the Land Owner Agreement requesting a minor corporation boundary line adjustment from the City of Petersburg.

Exhibit A

9) New Business
a)

10) Reports from Elected Officials

11) Reports from County Commissioners

12) Approval of expenses (See Exhibit A3)

(Invoices are available for public review by contacting the Grant County Clerk, 5 Highland Avenue, Petersburg, WV 26847, 304-257-4550)

13) Adjourn

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GRANT COUNTY COMMISSION MINUTES

Date: January 27, 2026

Time: 3:30 a.m.

Location: Conference Room
Grant County Courthouse

Commissioners:

Tyson Riggleman, President
Scotty Milley
Kevin Hagerty

Reporting:

Erin Camp, Grant County Press

Michelle Sites, County Administrator

1. Call to Order

President Riggleman called the regular meeting to order at 3:30 p.m. Let the record show that Commissioner Hagerty was present by phone.

2. Consent and Approval – County Administrator

a. Minutes

- Presented for approval were the minutes from the meeting held on January 13, 2026.
- Presented for approval were the minutes from the organizational meeting held on January 13, 2026.

A motion was made to approve the minutes.

MOTION: Milley / unanimously approved

b. Budget Revisions

- None

c. Board Appointments/Removals/Resignations

- None

3. Comments from the Public

4. Scheduled Appointments

- a) Joanie Ours, Christina Branham and Joey Vetter, PCB (Pendleton Community Bank), to discuss moving money market account and regular business accounts.

Joanie Ours and Christina Branham appeared before the Commission with an intent to develop a business banking relationship with the Grant County Commission and to better enhance customer service. Grant County Sheriff Steve Wratcford is interested in switching some accounts to PCB. Mrs. Ours requested approval from Grant County Commission to accept bids from PCB.

- b) Donnie Jack Bensenhaver to discuss hay harvesting at the Airport and Dog Pound.

Donnie Jack Bensenhaver appeared before the Commission to discuss hay harvesting at the Airport. With all the rain we received in the spring the harvest was acceptable; however, with fertilizer, it would have probably doubled. In order to get good return, it needs fertilized two times a year, spring and fall. Mr. Bensenhaver suggested the bidding be every three to five years instead of every year. The longer contract would allow the farmer to reap the benefits of fertilization.

c) Beth Mallow, Assessor, and Prosecutor John Ours to discuss property exonerations.

Assessor Beth Mallow, Jenny Rexrode and Prosecutor John Ours appeared before the Commission to discuss property exonerations.

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.

MOTION: Miley / unanimously approved

d) Randy Parsons to present quotes for mold remediation at the Grant County Annex and new evidence locker for the Grant County Sheriff's Department.

Randy Parsons presented two quotes for mold remediation.

o Rapid Mold Removal, LLC \$31,775.00

o Prestige \$68,370.00

A motion was made to accept the bid from Rapid Mold Removal, LLC.

MOTION: Miley / unanimously approved

e) Sheriff Steve Wrathford to discuss purchasing a drone for the Grant County Sheriff's Department and transferring accounts to PCB.

Sheriff Wrathford appeared before the Commission to discuss a drone for Grant County Sheriff's Department.

A motion was made to approve the full purchase amount of the drone.

MOTION: Miley / unanimously approved

f) Sherry Mongold, SRRDA Director, Josh Jarrell, Spilman, Thomas & Battle Law Offices; Peggy Alt, OEM/911 Director; John Ours, Prosecuting Attorney; to present lease agreement between Seneca Rocks Regional Development Authority (SRRDA) and Grant County Commission.

Sherry Mongold, SRRDA, Peggy Alt, OEM/911 Director and Prosecutor John Ours appeared before the Commission to present a lease agreement between Seneca Rocks Regional Development Authority (SRRDA) and Grant County Commission. Josh Jarrel, Spilman, Thomas & Battle Law Offices, was present by phone.

A motion was made to go into Executive Session - WV Code §6-9a-4.

MOTION: Riggleman / unanimously approved

A motion was made to exit Executive Session with no action taken.

MOTION: Miley / unanimously approved

g) Jeffrey Teter, EMS Director, to give an update for the Grant County Ambulance.

Jeffrey Teter, EMS Director, appeared before the Commission to give a monthly update on the baby box, budget, revenue, expenditures, billing, calls, transports, mutual aid, equipment, station, policies, ambulances, preventative maintenance, and hiring personnel for the month of December 2025.

5. Actions of the Clerk, Exonerations, Estates. (See Exhibit A1)

A motion was made to approve Actions of the Clerk Exhibit A1. Let the record show that President Riggleman abstained from the vote.

MOTION: Miley / unanimously approved

6. Exonerations (See Exhibit A2)

There were no Exonerations.

7. Correspondence

a) Letter from Fairfax Materials, Inc. giving notice of blasting activities in Union District, Grant County, nine miles north of Maysville.

- b) Grant County Housing Authority Board Meeting Minutes of October 14, 2025.
- c) Sheriff Monthly Statement Ending November 2025 and December 2025.
- d) Letter from WV Legislature, Joint Committee on Government and Finance in reference to Changes to Volunteer Fire Department Audit Authority Follow-Up.

8) Unfinished Business

- a) Consideration for Signature the Land Owner Agreement requesting a minor corporation boundary line adjustment from the City of Petersburg.

9. New Business

There was no new business.

10. Reports from Elected Officials

There were no reports from Elected Officials.

11. Reports from County Commissioners

There were no reports from County Commissioners.

12. Approval of Expenses to be Considered for Payment (See Exhibit A3)

All invoices are available for public review by contacting the Grant County Clerk, 5 Highland Avenue, Petersburg, WV, 26847. (304) 257-4550.

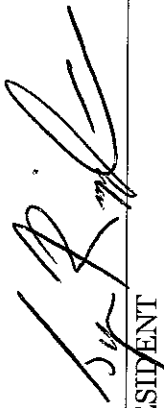
A motion was made to approve the expenses.

MOTION: Miley / unanimously approved

13. Adjourn

A motion was made to adjourn.

MOTION: Miley / unanimously approved


PRESIDENT

2/10/26
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 Recorded in the Clerk's Office:
 - None
2. Wills Admitted to Probate:
 - Curtis J. Harman
 - Charlotte S. Pearson McLain
 - John D. Layton
 - Shirley F. Wolfe
3. Qualification Orders Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Bonnie J. Rexrode	Patsy Ours, Administratrix
• Curtis J. Harman	Crystal Friend, Administratrix
• John D. Layton	Casey D. Layton, Executor
• Robert Stieringer, Sr.	Robert Stieringer, Jr., Executor
4. Ancillary Administrations Granted for the following Decedents:

<u>Estate</u>	<u>Person Qualifying:</u>
• Charlotte S. Pearson McLain	Dalton S. Hornsby, Affiant
5. Small Estate Certificates and Authorizations Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Jewel Benson White	Franklin C. White, Successor
• Billie Ruth Kirk	Gavin Kirk, Successor
• Shirley F. Wolfe	Gary D. Wolfe, Jr., Successor

Approved this 27th day of January, 2026.


President

Exhibit A-1

Waiver of Final Settlement for the following:

- Eulala T. Alt
- Dortha Riggleman
- Robert G. Coffman, Jr.

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

In the Matter of The Estate of Eulala T. Alt

Grant County
Lora A. Bennett, Clerk
Instrument: 2026000247
01/28/2026 @ 10:40:28 AM
FIN ASST & WAIVER (SHORT AMT)
Book 71 @ Page 439
Pages Recorded 2

WAIVER OF FINAL SETTLEMENT

Karen E. Alt, being first duly sworn, deposes and says that:

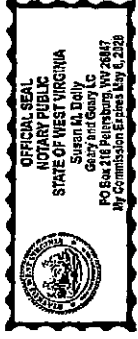
- (1) She is the duly appointed Executrix of the Estate of Eulala T. Alt.
- (2) That the Estate was under the amount of the Federal Unified Credit and there is no Federal or State tax liability.
- (3) More than sixty (60) days have elapsed since the filing of any notice required by Section 1, Article 2, Chapter 44, of the West Virginia Code as amended.
- (4) The time for filing claims against this estate has expired.
- (5) No unknown and unpaid claims exist against this estate.
- (6) All heirs and distributees whose signatures appear below have been advised of the share or shares to which each is entitled from the above-referenced Estate.

Karen E. Alt
Karen E. Alt, Executrix of the Estate of
Eulala T. Alt

STATE OF WEST VIRGINIA,
COUNTY OF GRANT, TO-WIT:

Taken, subscribed and sworn to before the undersigned by Karen E. Alt, Executrix, in
the County aforesaid this the 8th day of JANUARY, 2026.

My commission expires May 6, 2028



Susan M. Dally
Notary Public
S. R. [Signature]
President, County Commission
01/27/26
Date Approved

BENEFICIARY:

Don S. Alt
Don S. Alt

STATE OF WEST VIRGINIA,
COUNTY OF GRANT, TO-WIT:

The foregoing Waiver and Application for Short Form Settlement was acknowledged
before me this the 8th day of January, 2026, by Don S. Alt.

My commission expires May 16, 2028



Susan M. Dohy
Notary Public

ARY AND GEARY L.C.
ATTORNEYS AT LAW
P.O. BOX 218
PARKERSBURG, WEST VIRGINIA
26107-0218

Estate of Eulalia T. Alt

IN THE COUNTY COMMISSION OF GRANT COUNTY, WEST VIRGINIA

In The Matter of The Estate of Dortha Riggleman

Grant County
Lora A. Bennett, Clerk
Instrument 20260000249
01/29/2026 @ 10:40:29 AM
FIN ACCT & WAIVER (SHORT AMM)
Book 71 @ Page 441
Pages Recorded 3

WAIVER OF FINAL SETTLEMENT

STATE OF WEST VIRGINIA,

COUNTY OF GRANT, TO-WIT:

Timothy K. Riggleman, first duly sworn, deposes and says that:

(1) I am the duly appointed and acting personal representative of the Estate of Dortha Riggleman.

(2) That the estate was under the amount of the Federal Unified Credit and there is no Federal or State tax liability.

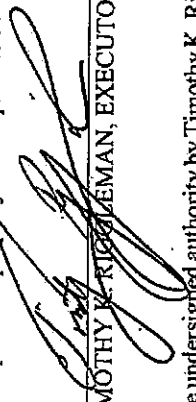
(3) More than sixty (60) days have elapsed since the filing of any notice required by Section 2, Article 29, Chapter 44, of the West Virginia Code as Amended.

(4) The time for filing claims against this estate has expired.

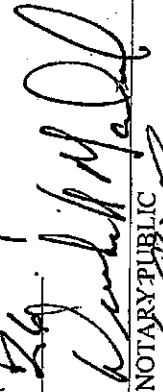
(5) No known and unpaid claims exist against this estate.

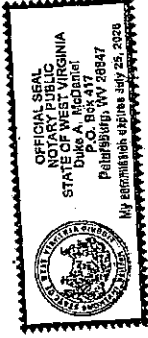
(6) All heirs and distributees whose signatures appear below have been advised of the share or shares to which each is entitled from the above-reference estate.


(7) Each beneficiary receiving a bequest of tangible personal property or a bequest of cash pursuant to 44-2-29 is not required to execute the waiver.



TIMOTHY K. RIGGLEMAN, EXECUTOR


Taken, subscribed and sworn to before the undersigned authority by Timothy K. Riggleman, Executor, in the county aforesaid this 12th day of January 2026.

My Commission Expires: 7/25/26

NOTARY PUBLIC
President, County Commission
01/27/26
Date Approved




 TIMOTHY K. RIGGLEMAN
 BENEFICIARY


 DANNY A. RIGGLEMAN
 BENEFICIARY


 BRADLEY F. RIGGLEMAN
 BENEFICIARY

STATE OF WEST VIRGINIA,
 COUNTY OF GRANT, to-wit:

The foregoing Waiver and Application for Short Form Settlement was acknowledged before me this the 12 day of January, ~~2025~~ ²⁰²⁴, by Timothy K. Riggleman, Beneficiary.

My Commission Expires: 7/1/26




 NOTARY PUBLIC

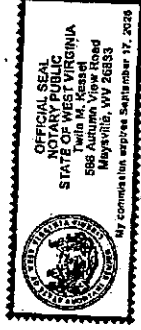
STATE OF WEST VIRGINIA,
 COUNTY OF GRANT, to-wit:

The foregoing Waiver and Application for Short Form Settlement was acknowledged before me this the 27th day of May, 2025, by Danny A. Riggleman, Beneficiary.

My Commission Expires: Sept 17, 2026



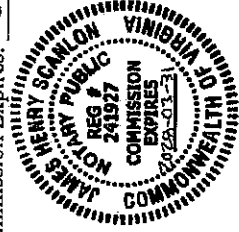
Julie M. Kucel
NOTARY PUBLIC



STATE OF WEST VIRGINIA,
COUNTY OF GRANT, to-wit:

The foregoing Waiver and Application for Short Form Settlement was acknowledged before me this the 1st day of October, 2025, by Bradley Riggelman, Beneficiary.

My Commission Expires: 2028-03-31



James Henry Scanlon
NOTARY PUBLIC



State of West Virginia

County of Grant, ss:

Waiver of Final Settlement

An inheritance tax release, if required, having been filed with the Clerk of the Grant County Commission, West Virginia; More than (60) days having elapsed since the filing of any notice required by §44-2-1 of the West Virginia Code, as amended; and based upon the affidavit of the personal representative in this estate, which affidavit is made a part hereof; We, the undersigned, being the beneficiaries and/or executor/trix of said estate do hereby waive the final settlement in this estate.

ROBERT G COFFMAN JR

DECEASED

DONNA S WALP

EXECUTRIX

Donna Walp

 (L.S.)

Grant County
 Lora A. Bennett, Clerk
 Instrument 20260000249
 01/28/2026 @ 10:40:30 AM
 FIN ACCT & WAIVER (SHORT RD)
 Book 71 @ Page 444
 Pages Recorded 2

[Signature]

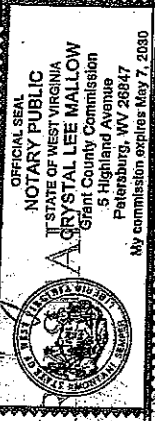
 President, County Commission
 01/27/26
 Date Approved

STATE OF West Virginia

COUNTY OF Grant, to-wit

The foregoing instrument was acknowledged before me this 7 day of Jan, 2026.

My Commission expires: May 7, 2030



Notary Public

Estate: 6980

Settlement Waiver/Final

State of West Virginia

County of Grant, ss:



Waiver of Final Settlement

An inheritance tax release, if required, having been filed with the Clerk of the Grant County Commission, West Virginia; More than (60) days having elapsed since the filing of any notice required by §44-2-1 of the West Virginia Code, as amended; and based upon the affidavit of the personal representative in this estate, which affidavit is made a part hereof; We, the undersigned, being the beneficiaries and/or executor/trix of said estate do hereby waive the final settlement in this estate.

ROBERT G COFFMAN JR

DECEASED

AMY MICHELLE URICH

NIECE

[Handwritten Signature]
(L.S.)

STATE OF West Virginia

COUNTY OF Grant, to-wit

The foregoing instrument was acknowledged before me this 7 day of Jan, 2026.

My Commission expires: May 7 2030 *[Handwritten Signature]*

NOTARY SEAL



OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
CRYSTAL LEE MALLOY
Grant County Commission
5 Highland Avenue
Petersburg, WV 26647
My commission expires May 7, 2030

Notary Public

Estate: 6980

Settlement Waiver/Final

Exhibit A-2

Exonerations

- None

Faint, illegible text and markings, possibly bleed-through from the reverse side of the page.

1/27/2026	11633	US Bank	GCA - Fuel, Supplies, Travel Training	\$4,214.83
1/27/2026	11634	US Bank	P-Card - Multi Department	\$4,916.88
1/27/2026	11635	Avenu	Year-end training - W2, 1095 & 1099	\$600.00
1/27/2026	11636	CNC Automotive Repair	Sheriff-Oil Change	\$15.98
1/27/2026	11637	Galls	Sheriff-Jacket	\$1,075.89
1/27/2026	11638	Hope Watts	Travel Expense	\$26.23
1/27/2026	11639	Pendleton County Commission	SRDA Salary Reimbursement	\$11,554.73
1/27/2026	11640	Pitney Bowes	Postage Meter Supplies	\$185.96
1/27/2026	11641	US Bank	P-Card - Sheriff	\$171.18
1/27/2026	11642	WB Mason	Circuit Clerk Office Supplies	\$124.49
1/27/2026	JV	Aflac	ACH for Invoice	\$3,769.02
1/27/2026	116443	AJ-Allieghy Systems LLC	Shredder Oil	\$184.00
1/27/2026	116444	Grant County Press	Estate Publication	\$111.12
1/27/2026	116445	WB Mason	County Clerk Office Supplies	\$9.99
1/27/2026	116446	Grant Co CVB	Hotel/Motel Tax	\$4,554.76
1/27/2026	116447	AT&T FirstNet	Phone-911/CH/GCA/Sheriff	\$1,609.61
1/27/2026	116448	CN Metals LLC	GCA Garage Door Repair	\$150.00
1/27/2026	116449	Freedon Ag & Energy	Propane/Forman/GCA/Mt Top - Kennel Food	\$627.24
1/27/2026	116450	Grant County Health Dept	Allotment	\$12,500.00
1/27/2026	116451	J&K Pest Control	Ext/GCHD/Sr Ctr/Annex/GCA/CH Pest Control	\$305.00
1/27/2026	116452	May Supply	Shop Supplies	\$34.12
1/27/2026	116453	Medical Claims Assistance	GCA Medical Billing	\$1,472.83
1/27/2026	116454	Micrologic	GCA Internet	\$106.90
1/27/2026	116455	MonPower	Electric-Mt Top EMS/Library/Comm Ctr	\$1,048.42
1/27/2026	116456	Pitney Bowes	Postage Meter Supplies	\$146.98
1/27/2026	116457	Roberts Oxygen Co.	GCA Oxygen	\$567.09
1/27/2026	116458	Select Specialty Products	Shop Supplies	\$149.00
1/27/2026	116459	State Tax Division	Equipment	\$12,489.52
1/27/2026	116460	WB Mason	Supplies-Parks/Shop/Annex/CH	\$1,019.13
1/27/2026	116461	Weimer Auto Group	GCA Auto Repair	\$332.20

General County

Grant County Commission

Meeting Date: 1/27/2026

Exhibit A-3

Page 2 of 3

1/1/02

1/1/02

1/1/02

1/1/02

1/1/02

1/27/2026	116462	Whaley Distributing Company	GCA Cleaning Supplies	\$129.92
1/27/2026	116466	Frontier Communications	Phone CH	\$474.00
1/27/2026	116467	Potomac Edison	Electric-CH/GCA/Levee/CAC/Annex/Tannery,CH	\$14,851.06
1/27/2026			GCHD/Day/WeltonTurner/City Pav & Park/MMF	
1/27/2026	116468	Preston-Taylor Comm. Health C	Mt. Storm Health Center Contribution	\$7,500.00
1/27/2026	116469	RD Wilson	Shop Ice Melt	\$768.78
1/27/2026	116470	FirstNet AT&T	Parks Cellphones	\$280.51
1/27/2026	116471	BoundTree	GCA Supplies	\$1,013.05
1/27/2026	116472	Canon Financial Services	Copier Rental - Pros Atty	\$421.20
1/27/2026	116473	Fire Rescue & Tactical, Inc.	GCA Uniforms	\$110.48
1/27/2026	116474	Fredon & Glory	Flags CH & Annex	\$560.49
1/27/2026	116475	Global Science & Technology	CH Network Support	\$918.00
1/27/2026	116476	Grant County Health Dept	Rabies Expenses	\$356.67
1/27/2026	116477	WVU Medicine-GMH	GCA Meds	\$709.51
1/27/2026	116478	Hardy Telecommunications	Phone CH	\$2,156.17
1/27/2026	116479	Mayles Seamless Gutter	GCA EMS Building gutter/downspouts-trash bin	\$140.00
1/27/2026	116480	Pye-Barker Fire & Safety-FPP	Fire Ext Inspection-Forman/Sr Ctr/Camp Echo	\$1,101.55
1/27/2026	116481	Shentel	Internet-City Park	\$152.84
1/27/2026	116482	Shrimps Garage	GCA Auto Repairs	\$510.00

Grant County Commission

Meeting Date: 1/27/2026

Exhibit A-3

Page 3 of 3

General County