

GRANT COUNTY COMMISSION
PETERSBURG, WEST VIRGINIA 26847

GRANT COUNTY COMMISSION MINUTES

Date: October 14, 2025 Time: 9:00 a.m. Location: Conference Room
Grant County Courthouse

Commissioners:

Kevin Hagerty, President
Tyson Riggleman
Scotty Miley

Reporting:

Erin Camp, Grant County Press

Michelle Sites, County Administrator

1. Call to Order

President Hagerty 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 September 23, 2025.

A motion was made to approve the minutes.

MOTION: Riggleman / unanimously approved

b. Budget Revisions

- None

c. Board Appointments/Removals/Resignations

- The following re-appointments were presented:
 - Dennis Rogers was re-appointed to Airport Authority Board.
 - Sharon Feaster was re-appointed to the Grant County Housing Authority Board.
- The following appointment was presented:
 - Scott Kisner was appointed to the Airport Authority Board.
- The following resignation was presented:
 - Janet Frye resigned from the Grant Memorial Hospital Board.

A motion was made to accept the above re-appointments, appointment and resignation.

MOTION: Miley / unanimously approved

3. Actions of the Clerk, Exonerations, Estates

Commission approved the following actions of the County Clerk:

Wills recorded in Clerk's Office:

- None

Wills admitted to probate:

- Hazel M. Manko
- Anna Belle Mitchell
- Larry W. VanMeter

Qualification orders granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
Hazel M. Manko	Scott Manko, Executor
James F. Brewster	Kimberly Brewster, Administratrix
Charles A. Fisher	Joanne Fisher, Administratrix
Larry W. VanMeter	Paul Keplinger Jr., Executor

Ancillary Administrations granted in the following estates:

- | <u>Estate</u> | <u>Person Qualifying</u> |
|-----------------------|--------------------------------|
| • Anna Belle Mitchell | James Paul Geary II, Successor |

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. Commissioner Rigglesman abstained from the vote.

MOTION: Rigglesman/ unanimously approved

Waiver of Final Settlement:

- Waiver of Final Settlement in the estate of Otha W. George
- Waiver of Final Settlement in the estate of Richard N. Borrer, Jr.
- Waiver of Final Settlement in the estate of Mary M. VanMeter

A motion was made to approve the Waivers of Final Settlement.

MOTION: Miley / unanimously approved

The following exonerations were presented this day:

- | | | | |
|------------------------------|------------|------|-------------|
| • Shobe, William H. and Mary | Union | 2024 | \$1.61 p/h |
| • Shobe, William H. and Mary | Union | 2025 | \$1.56 p/h |
| • McDonald, Jaime M. | Petersburg | 2024 | \$27.41 p/h |

A motion was made to approve the exonerations.

MOTION: Miley / unanimously approved

4. Comments from the Public

Amanda Mowery, Liberty Community Program, appeared before the Commission to request funding. The program is located in Sugar Grove and will be focusing on providing services for adults and children with disabilities and mental health issues.

5. Scheduled Appointments

- a) Carla Kaposy, Executive Director of CVB, to give the annual report of the Grant County Convention and Visitors Bureau.

Carla Kaposy appeared before the Commission to give an annual report. Tourism continues to thrive in West Virginia. Visitor spending in West Virginia is up 28.2% since 2019 compared to 12.4% nationally. West Virginia visitor spending is up 4.1% from 2024. Grant County tourism is thriving as well. Lodging is up 23.81% since 2019. Trifold brochures and visitors’ guides are continuing to be printed. They are advertising with Blueridge Outdoors, West Virginia Wild and Wonderful magazine, digital and social media campaigns, newsletter, email blast and photos supporting outdoor recreation and inviting people to Grant County. Ms. Kaposy stated she is very proud of and pleased to be involved with Southside Studios, which is the new art gallery and studio space upstairs in the Southside Depot. It started with a Tamarack Foundation of the Arts grant called Ripple. A few projects have been created including an art walk and upgrading of the upstairs studio allowing event and gallery space, artist studios and classes.

6. Correspondence

- a) Letter from the Civil Air Patrol, Potomac Highlands Composite Squadron, requesting funds to purchase wreaths for veterans to place on graves at Maple Hill Cemetery.

- b) Sheriff's Monthly Settlement dated September 2025.
- c) Minutes of the Grant County PSD Regular Board Meeting of September 11, 2025.

7. Unfinished Business

- None

8. New Business

- a) Consideration for Signature the Property Valuation Report prepared by Metis Services Inc.

A motion was made to approve the signature of the Property Valuation Report prepared by Metis Services Inc.

MOTION: Miley/ unanimously approved

- b) For Consideration Changing Meeting Dates in November and December.

A motion was made to approve changing meeting dates for November 11th and 25th to a single meeting held on November 18th at 3:00 p.m. Also if any bills are time sensitive, permission is granted to pay them in a timely manner. The meeting date for December 23rd will change to December 19th at 9:00 a.m.

MOTION: Miley/ unanimously approved

9. Reports from Elected Officials

Lora Bennett, County Clerk, will be having an in-office retirement party for Alicia Reel. Mrs. Reel has been employed with Grant County Commission for 43 years. Clerk Bennett is grateful for Mrs. Reel's comprehension, expertise and knowledge of Grant County. She is a wealth of knowledge and will be greatly missed.

10. Reports from County Commissioners

Commissioner Riggleman stated there will be an upcoming ribbon cutting on November 8th for the downtown pavilion. Micrologic will be installing broadband at the new EMS building at a reasonable cost.

Commissioner Miley said there is a ribbon cutting today for the addition at Petersburg Elementary School.

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)

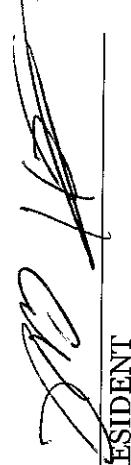
A motion was made to approve the expenses.

MOTION: Riggleman/ unanimously approved

12. Adjourn

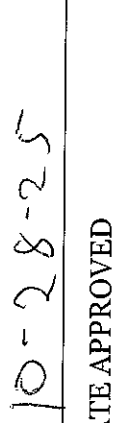
A motion was made to adjourn.

MOTION: Riggleman / unanimously approved


PRESIDENT

ATTEST:


CLERK OF THE COUNTY COMMISSION


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 Recorded in the Clerk's Office:
 - None
2. Wills Admitted to Probate:
 - Hazel M. Manko
 - Anna Belle Mitchell
 - Larry W. VanMeter
3. Qualification Orders Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Hazel M. Manko	Scott Manko, Executor
• James F. Brewster	Kimberly Brewster, Administratrix
• Charles A. Fisher	Joanne Fisher, Administratrix
• Larry W. VanMeter	Paul Keplinger Jr., Executor
4. Ancillary Administrations Granted for the following Decedents:

<u>Estate</u>	<u>Person Qualifying:</u>
• Anna Belle Mitchell	James Paul Geary II, Successor
5. Small Estate Certificates and Authorizations Granted in the Following Estates:

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

Approved this 14th day of October, 2025.



President

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

To the Honorable, the County of Grant County, WV

I, *Elizabeth Mallow, Assessor* hereby makes application for the correction of an erroneous assessment against *Shobe, William H. & Mary in Union Dist.* amounting to \$ *1.61 p h Class III* being taxes for the year of *2024* on *9999 0000 2530 0000* assessed value of *200* for the following reason:

The mineral account was sold to state for delinquent taxes in 2023 and it was not reported to the Assessor's office by the tax office to change it to sold to state.

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 #: 12552*

Exonerate: Value: 200 Taxes: \$ 1.61 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 9/30/25
Taxpayer Date

Elizabeth Mallow
Assessor 9/30/25 Date

John D. S.
Prosecuting Attorney Date

DM
President 9-14-25 Date

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

To the Honorable, the County of Grant County, WV

I, *Elizabeth Mallow*, Assessor hereby makes application for the correction of an erroneous assessment against *Shobe, William H. & Mary in Union Dist.* amounting to \$ *1.56 p h Class III* being taxes for the year of *2025* on *9999 0000 2530 0000* assessed value of *200* for the following reason:

The mineral account was sold to state for delinquent taxes in 2023 and it was not reported to the Assessor's office by the tax office to change it to sold to state.

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 #: 12601*

Exonerate: Value: 200 Taxes: \$ 1.56 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 9/30/25
Taxpayer Date

Elizabeth Mallow
Assessor 9/30/25 Date

John A. Mallow 9/30/25
Prosecuting Attorney Date

DM 10-14-25
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, *Elizabeth Mallow, Assessor* hereby makes application for the correction of an erroneous assessment against *McDonald, Jaime M.* in *Petersburg Corp.* amounting to \$ *27.41 p h Class IV* being taxes for the year of *2024* on *personal property number 20210276* valued at *2,400* for the following reason:

The taxpayers were double assessed on supplementals one was removed and this one was also an error. The taxpayer had not owned the vehicle since 2022. The office deputy filed out the form and copied previous assessment.

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 No: 400000103 S*

Exonerate: Value: 2,400 Taxes: \$ 27.41 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 9/30/2025
Taxpayer Date

Elizabeth Mallow 9/30/25
Assessor Date

Jaime McDonald 9/30/25
Prosecuting Attorney Date

DM 10-14-25
President Date