

GRANT COUNTY COMMISSION
PETERSBURG, WEST VIRGINIA 26847

GRANT COUNTY COMMISSION MINUTES

Date: October 28, 2025 Time: 3:30 p.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 3:30 p.m.

2. Consent and Approval – County Administrator

a. Minutes

- Presented for approval were the minutes from the meeting held on October 14, 2025.

A motion was made to approve the minutes.

MOTION: Riggleman / unanimously approved

b. Budget Revisions

- | | | | |
|-------|----------------|----------|-----------|
| • 322 | Federal Grants | increase | \$182,800 |
| • 434 | Airport | increase | \$10,000 |
| • 699 | Contingencies | increase | \$172,500 |

A motion was made to approve the budget revisions to distribute surplus monies.

MOTION: Miley / unanimously approved

c. Board Appointments/Removals/Resignations

- None

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:

- Mernie F. Kimble
- Mark E. Bowers
- Donald A. Crites
- William E. Wagner
- Phyllis J. Sites

Qualification orders granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
• Mernie F. Kimble	Linda Helmick, Executrix
• Donald A. Crites	Barbara J. Crites, Administratrix
• William E. Wagner	Cheryl R. James, Executrix

Ancillary Administrations granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
• Mark E. Bowers	Deborah P. Bowers, Ancillary Administrator

Small Estate Certificates and Authorizations granted in the following estates:

<u>Estate</u>	<u>Person Qualifying</u>
• Phyllis J. Sites	Lysle R. Sites, Successor

A motion was made to approve the actions of the Clerk. Commissioner Riggleman abstained from the vote.

MOTION: Riggleman/ unanimously approved

Waiver of Final Settlement:

- Waiver of Final Settlement in the estate of Elizabeth Marie VanMeter
- Waiver of Final Settlement in the estate of Donnalie M. Hope

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

MOTION: Miley / unanimously approved

The following exonerations were presented this day:

• Smith, Ralph J.	Union	2025	\$1.61 p/h
• Smith, Ralph J.	Union	2024	\$1.61 p/h
• Smith, Ralph J.	Union	2023	\$1.61 p/h

A motion was made to approve the exonerations.

MOTION: Miley / unanimously approved

4. Comments from the Public

None

5. Scheduled Appointments

- a) Captain Kirk Thorne, Deputy Sheriff, to discuss purchasing a drone for the Grant County Sheriff's Department.

Captain Kirk Thorne appeared before the Commission. They would like to purchase a drone to assist with operations. It could also benefit other law enforcement agencies and fire departments throughout the county. It has a spotlight, speaker and camera. It will be used in dangerous situations. The cost is \$38,000 with all three attachments included.

- b) Peggy Bobo Alt, OEM/911 Director, to discuss hiring an employee.

Peggy Bobo Alt appeared before the Commission to discuss hiring a female with 2 years of experience in Mineral County.

A Motion was made approve the hiring of an employee from the recommendation of Peggy Bobo Alt, OEM/911 Director.

MOTION: Riggleman / unanimously approved

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

Jeffrey Teter, EMS Director, and Mark Arnold, Captain, appeared before the Commission to give a monthly update on revenue, expenditures, billing, calls, transports, mutual aide, equipment, station, policies, ambulances, preventative maintenance, and hiring personnel for the month of September. The contractor has not yet installed a monitoring alarm for the Baby Box. Billing rates have been adjusted to match the new rates. All Medicare payments have been frozen with the Government shut down. Some payments are beginning to be released but will be 2-3 % short until everything is resolved. The contract with the Chief Medical Office expired in 2021 and was not renewed. All transport bills were sent down and the State Finance Office reported that they will not be back dated. Anything dated from 2021 until the process was started will not be paid.

A motion was made to go into Executive Session for 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

6. Correspondence

a) Minutes of the Region VIII Solid Waste Authority Board Meeting of July 17, 2025.

b) Letter from the State Treasurer's Office in reference to the Distribution of Coalbed Methane Gas Severance Tax.

c) Minutes of the Grant County Housing Authority Board Meeting of July 8, 2025.

d) Letter from the Grant County Press in reference to the Legal Advertising Rates for Fiscal Year 2026-2027.

e) Letter from the Fraternal Order of Police, Seneca Trail Lodge #104 in requesting donations for the annual Christmas Party.

f) Minutes of the Grant County PSD Regular Board Meeting of September 25, 2025.

7. Unfinished Business

- None

8. New Business

a) For Consideration a Funding Request from Potomac Highlands Guild for Mediation Assisted Treatment (MAT) Services.

A motion was made to approve \$10,000 of the Opioid Settlement monies to help Potomac Highlands Guild for Mediation Assisted Treatment (MAT) Services.

MOTION: Miley/ unanimously approved

b) For Consideration Surplus of Equipment.

A motion was made to allow the surplus of all equipment.

MOTION: Riggleman/ unanimously approved

9. Reports from Elected Officials

Lora Bennett, County Clerk, reported she obtained a grant to purchase shelving for records storage. Several filing cabinets are broken and will eventually need to be bid out for surplus.

10. Reports from County Commissioners

Commissioner Hagerty received a letter from Patrick Morrissey congratulating Grant County on the Local Economic Assistance Grant that was awarded by the West Virginia House of Delegates. A \$25,000 check was included to be used to resurface the tennis and basketball courts for the City of Petersburg.

Commissioner Riggleman stated multiple entities worked together along with Delegate John Paul Hott to apply for the grant funds. The pickleball and basketball courts are ready for use. The nets will be put up the weekend before tennis starts.

Commissioner Miley reported they had lunch with State Treasurer Beck and discussed all the great things happening in Grant County.

11. Approval of Expenses to be Considered for Payment

(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: Riggleman/ unanimously approved

12. Adjourn

A motion was made to adjourn.

MOTION: Riggleman / unanimously approved



PRESIDENT

NOV 18 2025

DATE APPROVED



CLERK OF THE COUNTY COMMISSION

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:

- Mernie F. Kimble
- Mark E. Bowers
- Donald A. Crites
- William E. Wagner
- Phyllis J. Sites

3. Qualification Orders Granted in the Following Estates:

- | <u>Estate</u> | <u>Person Qualifying:</u> |
|---------------------|-----------------------------------|
| • Mernie F. Kimble | Linda Helmick, Executrix |
| • Donald A. Crites | Barbara J. Crites, Administratrix |
| • William E. Wagner | Cheryl R. James, Executrix |

4. Ancillary Administrations Granted for the following Decedents:

- | <u>Estate</u> | <u>Person Qualifying:</u> |
|------------------|--|
| • Mark E. Bowers | Deborah P. Bowers, Ancillary Administrator |

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

- | <u>Estate</u> | <u>Person Qualifying:</u> |
|--------------------|---------------------------|
| • Phyllis J. Sites | Lysle R. Sites, Successor |

Approved this 28th day of October, 2025.



President

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

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To the Honorable, the County of Grant County, WV

I, Elizabeth Mallow, Assessor hereby makes application for the correction of an erroneous assessment against Smith, Ralph J. in *Union Dist.* amounting to \$ 1.61 p h, *Class III* being taxes for the year of 2025 on map 9999, parcel 0002 0080 0000 valued at 200 for the following reason:

This parcel has been listed as an erroneous, double or otherwise nonexistent assessment per the State Auditor and Commissioner of Delinquent and Non-entered Lands.

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: 12694**

Exonerate: Value: 200 Taxes: \$ 1.56 p h Class III

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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 10/22/25
Taxpayer Date

Elizabeth Mallow 10/22/25
Assessor Date

John H. Evans 10/22/25
Prosecuting Attorney Date

DM 10-28-25
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 Smith, Ralph J. in *Union Dist.* amounting to *\$ 1.61 p h, Class III* being taxes for the year of *2024* on map *9999, parcel 0002 0080 0000* valued at *200* for the following reason:

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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: 12643**

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 10/22/25
Taxpayer Date

Elizabeth Mallow 10/22/25
Assessor Date

John H. Jones 10/22/25
Prosecuting Attorney Date

John H. Jones 10-28-25
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 Smith, Ralph J. in Union Dist. amounting to \$ 1.61 p h, Class III being taxes for the year of 2023 on map 9999, parcel 0002 0080 0000 valued at 200 for the following reason:

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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: 12636**

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 10/22/25
Taxpayer Date

Elizabeth Mallow 10/22/25
Assessor Date

[Signature] 10/22/25
Prosecuting Attorney Date

[Signature] 10-28-25
President Date