

**COUNTY COMMISSION OF GRANT COUNTY**

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



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

ADMINISTRATOR: MICHELLE SITES

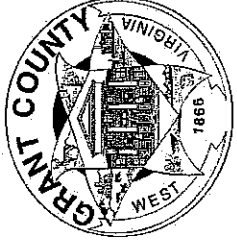
Regularly Scheduled Meeting Agenda  
Location: Courthouse Lower-Level Conference Room  
Tuesday, March 10, 2026 @ 9:00am

- 1) Call to Order
- 2) Consent and Approval
  - a) Minutes
  - b) Budget Revisions
  - c) Board Appointments/Removals/Resignations
- 3) Scheduled Appointments
- 4) Comments from the Public
- 5) Actions of the Clerk & Estates (See Exhibit A1)
- 6) Exonerations (See Exhibit A2)
- 7) Correspondence
  - a) Certificate of Valuation from Grant County Assessor, Elizabeth Mallow.
  - b) Letter from the WV Supreme Court of Appeals in reference to services provided to county government.
  - c) Letter from Region VIII Planning & Development Council requesting review of the project list.
  - d) Invitation from WV Solid Waste Management Board to attend the Comprehensive Training for Solid Waste Authorities.
  - e) Minutes of the Grant County PSD Regular Board Meeting of January 22, 2026.
- 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
  - a) Consideration for Signature the WV Department of Tourism America250 Mural Project Application.
  - b) Consideration for Signature the US Wind Force Foundation 2026 Grant Application.
  - c) Consideration for Approval the Poll Worker List as submitted by the Executive Committees.
  - d) Consideration for Signature a Proclamation for Music in Our Schools Month and Request for Funding.

Exhibit A

**COUNTY COMMISSION OF GRANT COUNTY**

5 Highland Avenue  
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Phone: (304) 257-4422  
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COMMISSIONERS: TYSON K. RIGGLEMAN  
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Regularly Scheduled Meeting Agenda  
Location: Courthouse Lower-Level Conference Room  
Tuesday, March 10, 2026 @ 9:00am

- 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

Exhibit A

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**GRANT COUNTY COMMISSION  
PETERSBURG, WEST VIRGINIA 26847**

**GRANT COUNTY COMMISSION MINUTES**

**Date:** March 10, 2026

**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**

President Riggleman called the regular meeting to order at 9:00 a.m. Let the record show that Commissioner Hagerty was not present.

**2. Consent and Approval – County Administrator**

**a. Minutes**

- Presented for approval were the minutes from the meeting held on February 24, 2026.

A motion was made to approve the minutes.

**MOTION: Miley / unanimously approved**

**b. Budget Revisions**

- None

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

- None

**3. Scheduled Appointments**

- None

**4. Comments from the Public**

- None

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

A motion was made to approve Actions of the Clerk Exhibit A1.

**MOTION: Miley / unanimously approved**

**6. Exonerations (See Exhibit A2)**

A motion was made to approve Actions of the Clerk Exhibit A2.

**MOTION: Miley / unanimously approved**

**7. Correspondence**

- a) Certificate of Valuation from Grant County Assessor, Elizabeth Mallow.
- b) Letter from the WV Supreme Court of Appeals in reference to services provided to county government.
- c) Letter from Region VIII Planning & Development Council requesting review of the project list.
- d) Invitation from WV Solid Waste Management Board to attend the Comprehensive Training for Solid Waste Authorities.
- e) Minutes of the Grant County PSD Regular Board Meeting of January 22, 2026.

**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**

- a) Consideration for Signature the WV Department of Tourism American250 Mural Project Application.
- b) Consideration for Signature the US Wind Force Foundation 2026 Grant Application.

A motion was made to approve the signature of the US Wind Force Foundation 2026 Grant Application.

**MOTION: Miley / unanimously approved**

- c) Consideration for Approval the Poll Worker List as submitted by the Executive Committees.

A motion was made to approve the Poll Worker List as submitted by the Executive Committees.

**MOTION: Miley / unanimously approved**

- d) Consideration for Signature a Proclamation for Music in Our Schools Month and Request for Funding.

A motion was made to approve the signature of the Proclamation for Music in Our Schools Month and to give a donation of \$500.00.

**MOTION: Miley / unanimously approved**

**10. Reports from Elected Officials**

- None

**11. Reports from County Commissioners**

Commissioner Riggleman stated we are still having issues with GST. We pre-paid for computers ordered in December 2025 for Grant County Ambulance and have not yet received them. Requests and quotes have not been received for a new scanner, file share set-up for payroll, and printers.

Commissioner Miley stated the Landes Arts Center has some small leaks in the roof that need to be fixed. They requested some lights to be installed at the new building out back.

**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.

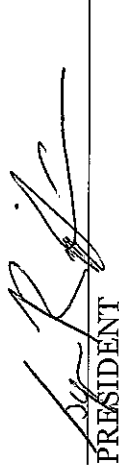
A motion was made to approve the expenses.

**MOTION: Miley / unanimously approved**

**13. Adjourn**

A motion was made to adjourn.

**MOTION: Riggleman / unanimously approved**

  
 \_\_\_\_\_  
 PRESIDENT

ATTEST:

  
 \_\_\_\_\_  
 CLERK OF THE COUNTY COMMISSION

3/24/26  
 \_\_\_\_\_  
 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:
  - Irene Hawk
  - Shirley A. Matthews
  - Roseann Messer
  - Peggy M. DuBois
3. Qualification Orders Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Irene Hawk	Amanda Haddix, Administratrix
• Shirley A. Matthews	Jeremy Bolyard, Executor
• Carl R. Cooper, Jr.	Tina Cooper, Administratrix
• John M. Hamilton	Susan Rogers, Administratrix
• Peggy M. DuBois	James DuBois, Sr., Executor
4. Ancillary Administrations Granted for the following Decedents:

<u>Estate</u>	<u>Person Qualifying:</u>
• None	
5. Small Estate Certificates and Authorizations Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Roseann Messer	Andrew Messer, Successor
• Kalin Culp	Vince Culp, Co-Successor
	Darla Culp, Co-Successor

Approved this 10<sup>th</sup> day of March, 2026.

  
President

**Exhibit A-1**

Waiver of Final Settlement for the following:

- Clinton J. Hillman



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 heirs and/or administrator/trix of said estate do hereby waive the final settlement in this estate.

CLINTON JAMES HILLMAN \_\_\_\_\_  
 DECEASED  
 ROY OWEN HILLMAN \_\_\_\_\_ (L.S.)  
 ADMINISTRATOR  
 ROY OWEN HILLMAN \_\_\_\_\_ (L.S.)  
 BROTHER

*[Signature]*  
 President, County Commission  
 3/10/26  
 Date Approved

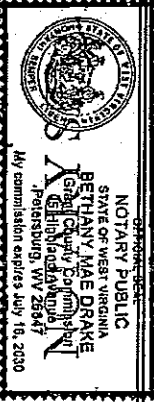
Grant County  
 Lora A. Bennett, Clerk  
 Instrument 20260000645  
 03/10/2026 @ 12:29:25 PM  
 FIN ACCT & WAIVER (SHORT ADM)  
 Book 71 @ Page 521  
 Pages Recorded 1

STATE OF West Virginia

COUNTY OF Grant, to-wit

The foregoing instrument was acknowledged before me this 1<sup>st</sup> day of March, 2026.

My Commission expires: 7/11/2030



Notary Public

Estate: 6604

Settlement\WaiverFinal

**Exhibit A-2**

Exonerations for the following:

- Michael J. & Linda A. Philbrick
-

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 to *Philbrick, Michael J. & Linda A. in Milroy District* amounting to \$ *143.03 p h, Class III* being taxes for the year of *2022* on personal property no: *70000501* valued at *17,820* for the following reason:

*The taxpayers were double assessed in Grant and Monongalia County for 2022. Exonerate to remove from unpaid Grant County tax list.*

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: 302824**

**Exonerate: Value: 17,820 Taxes: \$ 143.03 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 2/25/26  
 Taxpayer Date

*Elizabeth Mallow*  
 Assessor Date 2/25/26

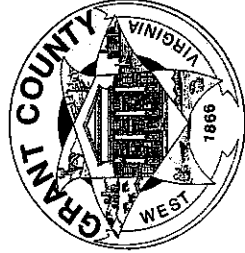
*Thomas A. S. S. S. S.*  
 Prosecuting Attorney Date 2/23/26

*Sybil S.*  
 President Date 3/10/26

BOOK 030 PAGE 030		LIST OF ELECTION OFFICIALS							
	A	B	C	E	F	G			
2			PRIMARY ELECTION						
3			12-May-26						
4									
5		Republican	PRECINCT	Democrat					
6									
7	Michelle Dolly	RM		Jesse Hedrick (N)					
8	Sylvia Sites		1	Kelle Miller		M			
9	Anna Fisher								
10									
11	Janet Crites			Harvey Barr		RM			
12	Darius Stark	M	2	Dolores Alexander (N)					
13	Brian Henson								
14									
15	Leon Alt			Michael Hannum (N)		RM			
16	Bev Scott		4						
17	Michael Reel	M							
18									
19	Chuck Boggs	M		Sheri Arbogast		RM			
20	Mary Ann Bennett		5	Roy Mullenax					
21	Debra Sites								
22									
23	Shirley Bergdoll								
24	Teresa Donaldson	M	6						
25	Darlene Turner								
26									
27	Barbara Porter			Anna Goldizen					
28	Vanessa Strawderman	M	7	Paisley Hawk		RM			
29	Paula Weese								
30									
31	Sandy Hedrick	RM		Juanita Evans					
32	Wanda Morris-Kuh		8	Kristina Goldizen (N)		M			
33									
34									
35	Krista Hebb	RM		David Bomboy		M			
36	Angela Lambka		10	Trudy Galther					
37	Pam Nash								
38									
39	Jennifer Funk			Cindy Brennan (N)		RM			
40	Debbie Rexrode	M	11	Elizabeth Hannum					
41									
42									
43	Randy Cosner			Dana Keplinger					
44	Paula Rohrbaugh	M	11A	Rachel Sulser		RM			
45	Rhonda Rohrbaugh								
46									
47	Whitney Cook								
48	Cheryl Penn		12	Bobbie Rexroad		RM			
49	Betty Rohrbaugh	M							
50									
51	Ed Fischer	M		Sheila VanMeter					
52	Stacey Shuck		13	Sheila Wilson		RM			
53									
54									
55	Danny Cooper			Jenny Harman		RM			
56	Doris Mongold	M	14	Francis Kessel					
57									
58									
59	Donna Collette	M		Ila Mayhew (N)		RM			
60	Michelle Kitzmiller		15	Dorothy Martino					
61									
62									
63	Republican Alternates			Democratic Alternates					
64	Caroline Henson								
65									
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69									
70									
71	APPROVED THIS THE 10th DAY OF MARCH, 2026								
72	IN OPEN SESSION								
73								President, GRANT COUNTY COMMISSION	

# COUNTY COMMISSION OF GRANT COUNTY

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

ADMINISTRATOR: MICHELLE SITES

## PROCLAMATION

**WHEREAS**, for 40 years, March has been officially designated by the National Association for Music Education (NAME) as Music In Our Schools Month® (MIOSM®), encouraging communities across the nation to focus on music education; and

**WHEREAS**, music education is part of a well-rounded education for every student as outlined in the Every Student Succeeds Act; and

**WHEREAS**, the purpose of this celebration is to raise awareness of the lasting positive impact of music education on the academic, personal, and professional growth of our students; and

**WHEREAS**, music education shapes the way our students understand themselves and the world around them, allowing for a deep engagement with learning; and

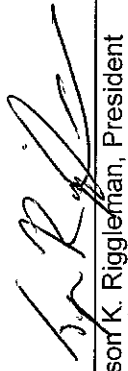
**WHEREAS**, Music In Our Schools Month reminds us that school is where all children should have access to music; and

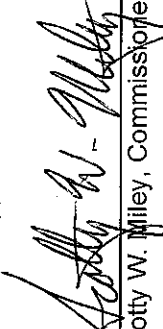
**WHEREAS**, music educators, students and communities throughout Grant County, West Virginia demonstrate the importance of quality music education programs to the lives of young people ; and

**WHEREAS**, the Grant County Commission joins our music students, educators and communities in celebrating the power of music education;

**NOW, THEREFORE**, the Grant County Commission does hereby proclaim March 2026, as "Music In Our Schools Month" in Grant County, West Virginia and encourage all citizens to celebrate and acknowledge everyday but especially in March that Music Education is an essential part of every student's well-rounded education.

**ADOPTED** this the tenth day of March, 2026.

  
\_\_\_\_\_  
Tyson K. Riggleman, President

  
\_\_\_\_\_  
Scotty W. Miley, Commissioner

  
\_\_\_\_\_  
Kevin P. Hagerty, Commissioner

Exhibit A-3  
Page 1 of 4

Meeting Date:  
3/10/2026

Grant County Commission

Date Approved	Check #	Name	Memo	Amount
3/10/2026	923	Grant County Sheriff	Feb Home Confinement Remittance	\$87.50
3/10/2026	924	SuperCom Inc.	Invoice # 2543	\$110.50
		<b>Magistrate Court</b>		
3/10/2026	2325	Frontier	Phone 304-257-9501-072595-4	\$93.71
3/10/2026	2326	Frontier	Phone 304-257-1289-042789-4	\$9.25
		<b>Concealed Weapons</b>		
3/10/2026	1112	WV State Police Provisional	Concealed Carry Permits	\$15.00
3/10/2026	JV	WV State Police	Concealed Carry Permits	\$15.00
		<b>E911</b>		
3/10/2026	3833	Frontier Communications	304-693-7993-021313-4	\$14,440.71
3/10/2026	3834	Pacific Interpreters	Interpreter Fees	\$85.80
3/10/2026	3835	Seneca Rocks Reg Dev Auth	Rent March 2026	\$20,268.91

Date Approved	Check #	Name	Memo	Amount
3/10/2026	2902	GST	Network Support Assessor	\$510.00
3/10/2026	2903	Riverview Consulting	Contract Wages - Jenny Rexrode	\$1,400.00
3/10/2026	2904	Software Systems	Maintenance Assessor	\$88.70
		<b>General County</b>		
3/10/2026	116587	Grant County CVB	Feb. 2026 Hotel/Motel Tax	\$3,783.20
3/10/2026	116588	Grant County Press	Clerk's publication for estate	\$120.38
3/10/2026	116589	Election Systems & Software	Express Pollbook Update	\$45.03
3/10/2026	116591	WB Mason	Circuit Clerk Office Supplies	\$29.57

3/10/2026	116592	Hunter Carter	Reimbursement of Retirement over deduction	\$78.90
3/10/2026	116594	Carolene Davey	Reimbursement of insurance payment	\$220.50
3/10/2026	116595	AT&T	911/Sheriff/GCA/CH Phone	\$1,690.90
3/10/2026	116596	C-N-C Automotive	Sheriff Oil Change	\$71.99
3/10/2026	116597	Stryker/Flex Financial	GCA Personal Prop Tax on equipment	\$6,588.48
3/10/2026	116598	Grant County PSD	Water Forman, MMF, Camp Echo	\$227.65
3/10/2026	116599	Hardy Telecommunications	CH Phone	\$2,202.89
3/10/2026	116600	Melitte	Employee Insurance	\$303.33
3/10/2026	116601	Share Corp	Supplies CH and Annex	\$202.99
3/10/2026	116602	Tri Co. Firearms	Sheriff Supplies/Ammo	\$153.00
3/10/2026	116603	WVACO	Employee Insurance	\$2,844.00
3/10/2026	116604	Doceo	GCA / CH Copier	\$68.71
3/10/2026	116605	Grant County Press	Roofing/Annex HC System/Dehumidifier Bids	\$204.00
3/10/2026	116606	Potomac Edison	Electric Dog Kennel/Scherr School/Camp Echo	\$1,319.80
3/10/2026	116607	Shrimps Garage	GCA Automotive	\$455.00
3/10/2026	116608	WB Mason	Supplies CH and Annex	\$104.36
3/10/2026	116609	WV Assoc of Circuit Clerks	Dues Circuit Clerk	\$300.00
3/10/2026	JV	VBA	Employee Insurance	\$389.96
3/10/2026	JV	CPRB	DSRS Uniform Fees	\$209.50
3/10/2026	116610	Alexandra Mathias	Travel and Training	\$75.72
3/10/2026	116611	Casto & Harris	Record Books and Voter Cards	\$755.32
3/10/2026	116612	Compiled Tech.	Maintenance Fees	\$3,120.00
3/10/2026	116613	Grant County Press	Estate Publication	\$115.75
3/10/2026	116614	Clerk Lora Bennett	Copy Fees transferred from Misc to clerk acct	\$61.50
3/10/2026	116615	Sheriff of Grant County	Magistrate Court Fund Fees	\$20.00
3/10/2026	116616	C&B Auto Parts	Sheriff Auto Parts	\$28.27
3/10/2026	116617	Central Tie & Lumber	Shop, CH, Annex Supplies	\$1,165.62
3/10/2026	116618	Doceo	Copier	\$36.01
3/10/2026	116619	Mineral Co Comm Corrections	March Monthly Match	\$3,392.83

Grant County Commission  
General County

Meeting Date: 3/10/2026

Date Approved	Check #	Name	Memo	Amount
3/10/2026	116620	PT Armor Inc	Sheriff-Name ID	\$20.00
3/10/2026	JV	Legal Shield	Employee Insurance	\$25.90
3/10/2026	116621	C & B Auto Parts	Shop Supplies and Auto Parts	\$669.76
3/10/2026	116622	Grove St. Tech Repair	Sheriff Oil Change	\$215.82
3/10/2026	116623	Holtzman Oil Corp	GCA Fuel	\$73.28
3/10/2026	116624	Mt. Top PSD	Mt. Top Comm Bldg/Library/GCA water	\$139.50
3/10/2026	116625	Shrimps Garage	GCA Antenna Installation	\$280.00
3/10/2026	116626	Southern Refrigeration Corp	HVAC Supplies for CH/911 & Annex filters	\$2,345.61
3/10/2026	116627	V & W Supply	Annex Supplies	\$379.98
3/10/2026	116628	WV Corp	Worker's Comp.	\$26,238.25
3/10/2026	116629	WV Div of Corrections	Inmate Days	\$18,675.54
3/10/2026	116630	Central Tie & Lumber	Supplies	\$138.73
3/10/2026	166631	Cindy Strosnider	Contract Wages Pros Atty	\$477.00
3/10/2026	116632	Grant County Press	Advertisement - Assessor	\$174.20
3/10/2026	116633	Kristina Fox Goldizen	Contract Wages Pros Atty	\$3,437.50
3/10/2026	116634	VOID	VOID	
3/10/2026	116635	City of Petersburg	Water	\$1,014.29
3/10/2026	116636	Delage Landen	Copier Rental	\$307.75
3/10/2026	116637	Frontier	Phone CH	\$861.38
3/10/2026	116638	Glofety Tire	GCA Inspection	\$19.00
3/10/2026	116639	May Supply	Welton Park supplies	\$54.40
3/10/2026	116640	Medical Claims Assistance	GCA Medical Billing	\$1,568.98
3/10/2026	116641	Micrologic	GCA Internet	\$106.90
3/10/2026	116642	Roberts Oxygen	GCA Medical Supplies	\$602.40
3/10/2026	116643	Stryker/Flex Financial	GCA Supplies	\$374.92
3/10/2026	116644	Superior Industrial Laundries	CH/Annex mats and mop heads	\$168.08
3/10/2026	116645	WB Mason	Cleaning Supplies LAC/CH/Annex/GCA/Shop	\$1,092.55
3/10/2026	JV	PEIA	Health Insurance	\$90,718.84
3/10/2026	JV	RHBT	PEIA Retired Health Benefits	\$806.78

Grant County Commission  
General County

Meeting Date: 3/10/2026

Exhibit A-3

Page 3 of 4

