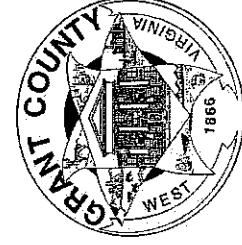


**COUNTY COMMISSION OF GRANT COUNTY**

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



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

ADMINISTRATOR: MICHELLE SITES

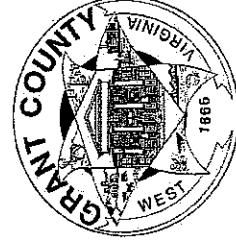
Regularly Scheduled Meeting Agenda  
Location: Courthouse Lower-Level Conference Room  
Tuesday, March 24, 2026 @ 3:30pm  
Amended

- 1) Call to Order
- 2) Consent and Approval
  - a) Minutes
  - b) Budget Revisions
  - c) Board Appointments/Removals/Resignations
- 3) Scheduled Appointments
  - a) Beth Mallow, Grant County Assessor, to hire an employee and discuss exoneration.
  - b) Jeffrey Teter, OES Director, to give an update and discuss personnel.
  - c) Robert McCalley to give update on Petersburg Hike & Bike Trail. (4:30 pm will text Michelle)
- 4) Comments from the Public
- 5) Actions of the Clerk & Estates (See Exhibit A1)
- 6) Exonerations (See Exhibit A2)
- 7) Correspondence
  - a) Sheriff Monthly Settlement Ending February 2026.
  - b) Letter from the WV Public Service Commission of WV in Reference to Disbursement of Wireless E-911 Subscriber Fees.
  - c) Letter from the WV Legislature, Joint Committee on Government & Finance in Reference to Guidance for County Fire Protection Fund and All-County Fire Protection Fund Distributions.
  - d) Minutes of the Grant County PSD Regular Board Meeting of February 20, 2026.
  - e) Grant County Public Service District Compiled Financial Statements June 30, 2025.
- 8) Unfinished Business
  - a) Consideration for Signature the WV Department of Tourism America250 Mural Project Application.
  - b) Consideration for Signature the Land Owner Agreement requesting a minor corporation boundary line adjustment from the City of Petersburg.

Exhibit A

**COUNTY COMMISSION OF GRANT COUNTY**

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



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

ADMINISTRATOR: MICHELLE SITES

Regularly Scheduled Meeting Agenda  
Location: Courthouse Lower-Level Conference Room  
Tuesday, March 24, 2026 @ 3:30pm

- 9) New Business
  - a) Consideration for Signature Mineral County Community Corrections Resolution & Support Letter for Grant Application.
  - b) Surplus of Equipment – 2 Ferris Zero Turn Mowers.
  - c) Opening of Hay Bids and Approval of Contract for Hay Harvesting.
- 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

GRANT COUNTY COMMISSION  
PETERSBURG, WEST VIRGINIA 26847

## GRANT COUNTY COMMISSION MINUTES

**Date:** March 24, 2026      **Time:** 3:30 p.m.      **Location:** Conference Room  
Grant County Courthouse

**Commissioners:**

Tyson Riggleman, President  
Scotty Miley  
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.

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

- Presented for approval were the minutes from the meeting held on March 10, 2026.

A motion was made to approve the minutes.

**MOTION: Miley / unanimously approved**

**b. Budget Revisions**

- None

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

- The following re-appointment was presented:
  - Roy Martin was re-appointed to Airport Authority Board.
- The following resignation was presented:
  - Michelle Smith resigned from Grant Rehabilitation & Care Center Authority Board.

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

**MOTION: Miley / unanimously approved**

**3. Scheduled Appointments**

- a) Beth Mallow, Grant County Assessor, to hire an employee and discuss exoneration.

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**

A motion was made to accept the recommendation of Assessor Beth Mallow for a full-time hire

**MOTION: Miley / unanimously approved**

- b) Jeffrey Teter, OES Director, to give an update and discuss personnel.

Jeffrey Teter, EMS Director, and Mark Arnold appeared before the commission to provide a monthly update on revenue, expenditures, billing, calls, transports, mutual aide, equipment, station, policies, ambulances, preventative maintenance, and hiring personnel for the month of February.

- c) Robert McCauley to give an update on Petersburg Hike & Bike Trail.

Robert McCauley appeared before the Commission. There have been two major announcements in the last few days.

1. The Petersburg Hike & Bike Trail paving contract was been awarded to Belt Construction.

2. A release of funds was approved to start the building of the following trails.
  - ◆ Approximate 5-mile riverside trail up Smoke Hole Road
  - ◆ Approximate 2-mile trail that ties in to North Fork Mountain Trail

#### **4. Comments from the Public**

Rhett Dusenberry appeared before the Commission. He stated the Community Project Funding is closed. The Congressman sends his best.

#### **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 Exonerations Exhibit A2.  
**MOTION: Hagerty / unanimously approved**

#### **7. Correspondence**

- a) Sheriff Monthly Settlement ending February 2026.
- b) Letter from the WV Public Service Commission of WV in reference to disbursement of Wireless E-911 Subscriber Fees.
- c) Letter from the WV Legislature, Joint Committee on Government and Finance in reference to guidance for County Fire Protection Fund and All-County Fire Protection Fund distributions.
- d) Minutes of the Grant County PSD Regular Board Meeting of February 20, 2026.
- e) Grant County Public Service District Compiled Financial Statements June 30, 2025.

#### **8. Unfinished Business**

- a) Consideration for Signature the WV Department of Tourism America250 Mural Project Application.

Kelson Thorne and Sarah Moomau appeared before the Commission regarding the Mural Project Application. The mural will be located on the end of Homer Tinney's storage building where the old car wash was located.

A motion was made to approve the signature of WV Department of Tourism America250 Mural Project Application.

**MOTION: Hagerty / unanimously approved**

- b) 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 Mineral County Community Corrections Resolution and Support Letter for Grant Application.

A motion was made to approve the signature of Mineral County Community Corrections Resolution and Support Letter for Grant Application.

**MOTION: Miley / unanimously approved**

- b) Surplus of Equipment – 2 Ferris zero turn mowers.

A motion was made to approve the surplus of equipment.

**MOTION: Miley / unanimously approved**

c) Opening of hay bids and approval of contract for hay harvesting.

**Dog Pound:**

- Donnie Bensenhaver \$4,961.00
  - Bill Waddy \$14,200.00
  - Ethan Ours \$5,100.00
- A Motion was made to accept the bid from Bill Waddy in the amount of \$14,200.00

**MOTION: Hagerty / unanimously approved**

**Airport:**

- Donnie Bensenhaver \$18,107.00
  - Bill Waddy \$14,200.00
- A motion was made to accept the bid from Donnie Bensenhaver in the amount of \$18,107.00

**MOTION: Hagerty / unanimously approved**

**10. Reports from Elected Officials**

Lora Bennett, Grant County Clerk, stated her office is busy preparing for Election Day. Last week they traveled to Mount Storm for voter registration. A total of four seniors registered to vote with two expressing an interest in being a poll worker. Tomorrow they will go to Petersburg High School.

**11. Reports from County Commissioners**

Commissioner Hagerty would like to give a shout out to Parks & Recreation for 2 dogs being adopted. An Almost Heaven WV Swing has been setup and will be a great addition to the town.

Commissioner Miley stated Parks & Recreation has been busy with baseball and softball season starting up. Congratulations to Petersburg Boys' Varsity High School Basketball Team for their successful season. Petersburg Varsity Wrestling Team also did well at the State Tournament.

Michelle Sites attended the Social Studies Fair at Musselman High School and is very pleased that Grant County took several first-place wins.

**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: Hagerty / unanimously approved**

**13. Adjourn**

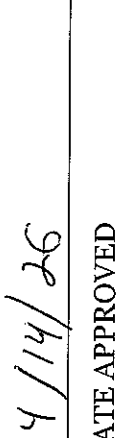
A motion was made to adjourn.

**MOTION: Miley / 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:
  - Sally Mach
  - Elva L. Vance
3. Qualification Orders Granted in the Following Estates:

<u>Estate</u>	<u>Person Qualifying:</u>
• Larry A. Alt	Virginia A. Bergdoll, Administratrix
• Sally Mach	Albert C. Mach II, Administrator
• Teresa L. Keplinger	Ralph E. Keplinger, Administrator
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>
• Emily V. Weatherholtz	Letha Long, Successor
• Elva L. Vance	Edgar A. Vance, Successor

Approved this 24<sup>th</sup> day of March, 2026.

  
\_\_\_\_\_  
President

**Exhibit A-1**

Waiver of Final Settlement for the following:

- Elton Harper Raines

IN THE COUNTY COMMISSION OF GRANT COUNTY, WEST VIRGINIA

In The Matter of The Estate of Elton Harper Raines

WAIVER OF FINAL SETTLEMENT

STATE OF WEST VIRGINIA,

COUNTY OF GRANT, TO-WIT:

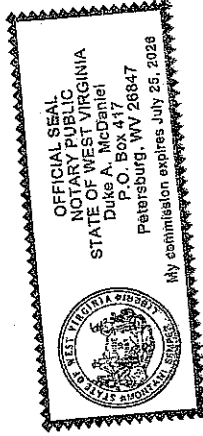
Kathy Ziegelhefer, first duly sworn, deposes and says that:

- (1) I am the duly appointed and acting personal representative of the Estate of Elton Harper Raines.
- (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) 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.

*Kathy Ziegelhefer*  
 KATHY ZIEGELHEFER, Administratrix

Taken, subscribed and sworn to before the undersigned authority by Kathy Ziegelhefer, Administratrix, in the county aforesaid this 29th day of December, 2025.

My Commission Expires: 1/25/26



*Kathy Ziegelhefer*  
 NOTARY PUBLIC

*[Signature]*  
 President, County Commission

03/24/26  
 Date Approved

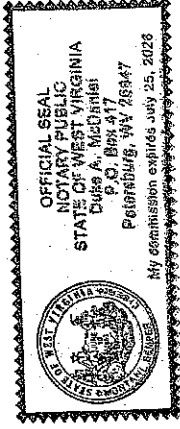
Hallie R. Raines  
HALLIE R. RAINES  
BENEFICIARY

STATE OF WEST VIRGINIA,

COUNTY OF GRANT, to-wit:

The foregoing Waiver and Application for Short Form Settlement was acknowledged before me this the 19 day of December, 2025, by Hallie R. Raines, Beneficiary.

My Commission Expires: 7/25/26  
[Signature]  
NOTARY PUBLIC



**Exhibit A-2**

Exonerations for the following:

- John H & Phyllis Waddy

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 **Waddy, John H. & Phyllis** in **Milroy District** amounting totaling \$ 212.19 **Class II**, being taxes for the years of **2004- 2024** on **map 448, parcel 32.9** assessed value of **1,425** for each year for the following reason:

**Mr. Waddy has been paying taxes on a 9.22 ac and a 5.48 tract of property the Grant County Commission and the Grant County Airport Authority acquired through the exercise of eminent domain by court order Case No. 04-C-58 on July 14, 2004 and recorded in book 23, page 201. The previous administration in the Assessor Office failed to correct the Waddy's land assessment and values. The property was appraised with farm values.**

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:

**Refund: Values each year were 1,425 and a total of taxes to be refunded will be \$ 212.19 for years 2004-2024.**

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 5/1/25

Taxpayer

Date

*Elizabeth Mallow* 3-24-26  
 Assessor Date

Signature on File 3-24-26

Prosecuting Attorney

Date

*John H. Waddy* 3-24-26  
 Prosecuting Attorney Date

President

Date

3-24-26

## IN THE CIRCUIT COURT OF GRANT COUNTY, WEST VIRGINIA

GRANT COUNTY COMMISSION, and  
GRANT COUNTY AIRPORT AUTHORITY,  
Plaintiffs,

v.

JOHN WADDY and  
PHYLLIS WADDY,  
Defendants.

Case No. 04-C-58  
Judge Andrew N. Frye, Jr.

FINAL ORDER

On the 21<sup>st</sup> and 22<sup>nd</sup> days of August 2008, this matter came on before this Court, the Honorable Andrew N. Frye, Jr. presiding, for a jury trial. The Plaintiffs were present in person and by their counsel, J. Paul Geary, II, and the Defendants were present in person and by their counsel, John Ours.

After voir dire, a twelve-person jury of land freeholders was seated. Jurors in this matter were Timothy A. Goldizen; Rebecca S. Harman; William L. Elswick, II; Roger L. Nesselrodt, Jr.; Mildred E. Whetzel; Debra S. Mitchell; Roger L. Judy; Marvin Crites; Diana Sites; Elizabeth A. Berg; Nancy Marie Shobe; and Dawn E. Rohrbaugh. Timothy A. Goldizen served as foreperson for the jury.

Each side presented opening statements. The Plaintiffs called Bruce Hyre, Jr. and Mark Sturgill as their witnesses and the Defendants called Gerald Sites, Bill Waddy, Mark C. Geary, John Waddy, and Larry M. McDaniel. All witnesses were duly sworn and subject to cross-

examination. A view of the property was taken during the course of the trial.

After jury instructions were read and closing arguments were made, the jury began its deliberations. The jury asked one question of the Court and the answer to same was agreed upon

by the parties and given in open Court on the record. At the conclusion of deliberations the jury returned the following verdict:

We the jury, upon evidence presented, award to John Waddy and Phyllis Waddy as "just compensation" for their property taken on

July 14, 2004, the following amounts:

5.48 Acre Tract: \$ 130,800.00

9.22 Acre Tract: \$ 92,200.00

Total: \$ 223,000.00

Accordingly, it is hereby ADJUDGED and ORDERED:

1. The Grant County Commission and Grant County Airport Authority SHALL pay unto John Waddy and Phyllis Waddy the amount of \$223,000.00, as determined by the jury, as just compensation for the 5.48 acre tract and 9.22 acre tract that they acquired through the exercise of eminent domain.

2. Inasmuch as \$114,000.00 has previously been paid to John Waddy and Phyllis Waddy pursuant to W.Va. Code § 54-2-14a, judgment in the excess amount of \$109,000.00 is hereby rendered against the Grant County Commission and the Grant County Airport Authority plus interest at a rate of 10% shall be applied to the \$109,000.00 from the date of filing of the petition on July 15, 2004 until the date the Plaintiffs tender payment unto the Defendants.

3. The Plaintiffs are also responsible for all court costs as taxed by the Clerk.

4. The Circuit Clerk shall provide a copy of this Order to all counsel of record.

5. Nothing remaining to be done in this matter, it shall be removed from the docket and placed among the actions ended.

ENTERED AUG 28 2008

ENTERED this 28 day of August 2008.

*Andrew M. Fry*  
JUDGE

*File BK 23  
by 202*

**COUNTY COMMISSION OF GRANT COUNTY**

5 Highland Avenue  
Petersburg, WV 26847  
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COMMISSIONERS: TYSON K. RIGGLEMAN  
SCOTTY W. MILEY  
KEVIN P. HAGERTY

ADMINISTRATOR: MICHELLE SITES

**RESOLUTION**

WHEREAS: the Grant County Commission participates in the Mineral County Community Corrections Program; and

WHEREAS: a Mineral County Community Corrections Board was established pursuant with West Virginia State Code and is comprised of 100% of Mineral County residents; and

WHEREAS: West Virginia State Code §62-11-6(g) states, "If a community criminal justice board represents more than one county, the appointed membership of the board, excluding any ex officio members, shall include an equal number of members from each county, unless the county commission of each county agrees in writing otherwise."

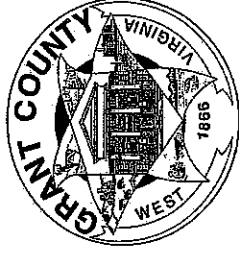
NOW, THEREFORE BE IT RESOLVED THAT the Grant County Commission relinquishes its right to equal representation on the Mineral County Community Corrections Board.

APPROVED and ADOPTED on this the twenty-fourth day of March, 2026.

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

**COUNTY COMMISSION OF GRANT COUNTY**

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Petersburg, WV 26847  
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COMMISSIONERS: TYSON K. RIGGLEMAN  
SCOTT W. MILEY  
KEVIN P. HAGERTY

ADMINISTRATOR: MICHELLE SITES

March 24, 2026

Chad A. Smith  
Senior Criminal Justice Specialist  
West Virginia Division of Justice and Community Services (DJCS)  
1124 Smith Street, Suite 3100  
Charleston WV 25301-1323

Re: Letter of Commitment

Dear Mr. Smith,

I am writing you to show my commitment to the Mineral County Community Criminal Justice Board.

The Mineral County Community Corrections Program is aimed at providing an effective alternative to incarceration. This program provides an increased number of community-based sanctions, Alternative Sentencing, and treatment options to offenders, while reducing the total cost to provide corrections.

I fully support this grant proposal and will continue to serve on the board as required by the program guidelines.

Thank you for your consideration of this grant proposal.

Sincerely,

Tyson K. Riggleman  
President  
Grant County Commission

Date Approved	Check #	Name	Memo	Amount
		Grant County Commission	Meeting Date: 3/24/2026	Page 1 of 4
		E911		
3/24/2026	3836	US Bank	PCard	\$393.94
3/24/2026	3837	Sheriff of Grant County	Payroll Reimbursement Salaries & Benefits 24/25	\$330,000.00
3/24/2026	3838	AT&T	Phone 304-693-7171	\$75.51
3/24/2026	3839	Delage Landen	Copier Rental	\$270.65
3/24/2026	3840	Frontier Communications	304-257-5451-072307-4	\$937.71
3/24/2026	3841	Kia Ketterman	Mileage-Fingerprinting	\$13.30
3/24/2026	3842	MonPower	Electric Towers	\$396.60
3/24/2026	3843	Potomac Edison	Electric 911	\$136.39
3/24/2026	3844	Seneca Rocks RDA	Utilities	\$403.59
		Assessor Valuation		
3/24/2026	2905	US Bank	Assessor Scanner/Fuel/Meals/Lodging	\$3,515.88
3/24/2026	2906	AWVA	Assessor Conference	\$900.00
3/24/2026	2907	Docco	Copier Rental	\$155.74
3/24/2026	2908	RiverView Consulting	Contract Wages	\$1,400.00
3/24/2026	2909	Sheriff of Grant County	Fuel	\$51.43
		Magistrate		
3/24/2026	2327	AT&T	Magistrate Phone	\$56.28
		American Rescue Funds		
3/24/2026	135	Smoky Joe Enterprises LLC	Building Demo/Bayard	\$18,323.75
		Coal Severance		
3/24/2026	2910	Cutting Edge Small Eng Repair	Parks - Mowers	\$35,888.96
3/24/2026	2911	Potomac Valley Transit Authority	Funds for 2026 Budget	\$5,000.00
3/24/2026	2912	Living Water Ministry	Donation 25-26	\$5,000.00



Grant County Commission	Meeting Date:	3/24/2026	Exhibit A-3
			Page 3 of 4
116682	Petersburg Electronics	GCA Phone Supplies	\$59.99
3/24/2026	Petersburg Oil	Fuel Sheriff/Parks/911/GCA	\$4,664.70
3/24/2026	116684	Pitney Bowes	\$133.59
3/24/2026	116685	Potomac Edison	\$4,566.76
3/24/2026	116686	Region 8	\$221.78
3/24/2026	116687	Shentel	\$384.20
3/24/2026	116688	Software Systems	\$13.00
3/24/2026	116689	AT&T	\$326.26
3/24/2026	116690	Bound Tree	\$770.37
3/24/2026	116691	Canon Financial Services	\$371.20
3/24/2026	116692	City Electric Supply	\$616.17
3/24/2026	116693	Freedom Ag & Energy Coop.	\$3,206.23
3/24/2026	116694	Potomac Edison	\$3,286.22
3/24/2026	116695	Select Specialty Products	\$658.00
3/24/2026	116696	Shentel	\$152.84
3/24/2026	116697	Utilitac	\$22,998.02
3/24/2026	116698	WB Mason	\$116.19
3/24/2026	116699	WB Mason	\$154.27
3/24/2026	116700	Avenu Insights & Analytics	\$358.15
3/24/2026	116701	Frontier	\$220.00
3/24/2026	116702	Frontier	\$474.00
3/24/2026	116703	Grant County Press	\$277.80
3/24/2026	116704	WVU Grant Memorial Hospital	\$518.04
3/24/2026	116705	Grove Street Pharmacy	\$8.79
3/24/2026	116706	Medical Claims Assistance	\$6,004.37
3/24/2026	116707	Micrologic	\$106.90
3/24/2026	116708	Pitney Bowes	\$1,046.37
3/24/2026	116709	Pullin, Fowler, Flanagan, Brown & Poe PLLC	\$175.00
3/24/2026	116710	Roberts Oxygen	\$303.74
3/24/2026	116711	Simmons Parts & Service	\$169.95

