

A G E N D A
PRESTON COUNTY COMMISSION
FEBRUARY 07, 2024
9:00 A.M.

Call to order by President and Pledge of Allegiance

Roll call of Commissioners

Recognition of Public

Review of Bills

Assessor's Office

Tax Correction List – None

:

Apportionments – None

Recognition of Scheduled Appointments -

9:01 a.m. Justin Wolfe, OEM/E911 – Budget Revision

9:03 a.m. Linda Huggins, County Clerk – Appoint Ballot Commissioners, two-year terms

9:05 a.m. Mills Group Courthouse Reconfiguration

Approval of Minutes – January 16, 2024

Estate Settlements List – January 23, 2024 thru January 29, 2024

ESTATE NAME: **JERRY C. FIKE**

ESTATE NAME: **EVERETT LINCOLN HARTMAN**

ESTATE NAME: **TERRY ERIC RECKART**

ESTATE NAME: **CHRISTOPHER ALLEN WOLFE**

Proceedings in Vacation/Clerk's Fiduciary Report – January 25, 2024 through January 31, 2024

Fiduciary Commissioner Report – February 7, 2024

MOTION TO ACCEPT AND RECORD FIDUCIARY COMMISSIONER REPORT

2023 Fourth Quarter Estate Status Report - dated January 15, 2024, filed by
Woodrow E. Turner, Fiduciary Commissioner.

MOTION TO ACCEPT AND RECORD FIDUCIARY COMMISSIONER REPORT

Unprogressed Estates Status Report - dated January 18, 2024, filed by
Woodrow E. Turner, Fiduciary Commissioner.

MOTION TO APPROVE FIDUCIARY COMMISSIONER RECOMMENDATIONS/ORDER

Estate of Anna M. Cline - dated January 25, 2024, filed by Hilary M. Bright,
Fiduciary Commissioner.

Old Business – Consideration and/or action

New Business – Consideration and/or action

A. Chamber of Commerce request for Preston County Day Funding

OEM Central Garage Report – consideration and/or action -

County Administrator's Report – Consideration and/or action

A. Update Opioid Settlement Work Session

B. Sheriff's Office Update

C. Budget Revisions

D. Miscellaneous Correspondence

Personnel Matters- Consideration and/or action

Legal Matters- Consideration and/or action

Information

A. Miscellaneous Correspondence

Commissioners' Comments

STATE OF WEST VIRGINIA, COUNTY OF PRESTON, Ss:

The Preston County Commission met in Regular Session at 9:00 a.m., February 7, 2024 in the County Commission Meeting room.

The meeting was called to order by President Don Smith who invited those present to join in the Pledge of Allegiance.

Commissioner Smith then declared the following Commissioners present: Samantha Stone, Hunter Thomas and Don Smith.

Recognition of Public

Also, present was County Administrator Nate Raybeck and Assessor Connie Ervin.

The following persons registered their attendance during the meeting:

Jennifer Graham-Dominion Post	Deanna Lively
Jacob Martin – WV News	Jerry Good
Crystal Thomas	Judge Steve Shaffer
Justin Wolfe	Jesse Hale
Stephen DeNeui -----The Mills Group-----	Michael Mills

No other persons registered before the meeting to address the commission.

Review of Bills

Commissioner Thomas moved to pay the bills that have been properly presented and reviewed. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

Assessor’s Office – Consideration and/or action

Tax Correction List – None
Apportionments –None

Recognition of Scheduled Appointments –

9:01 a.m. Justin Wolfe, OEM/E911- Budget Revision

Commissioner Thomas moved to approve the budget revision as presented by Justin Wolfe for OEM/E911. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried. (See attached.)



**PRESTON COUNTY
E-911 Communication Center**

300 Rich Wolfe Dr.
Kingwood, WV 26537
Phone: 1-304-329-1855
Fax: 1-304-329-2530

Director: Duane Hamilton **Deputy Director: Justin Wolfe**

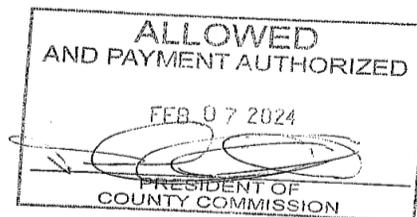
February 7, 2024

To: Preston County Commission
106 W Main St, Suite 202
Kingwood, WV 26537

Re: BUDGET REVISION

Decrease: 001-711-214 \$2,000.00

Increase: 001-711-211-02 \$2,000.00



Reason: To pay bills

Thank You,

Justin R. Wolfe
Justin Wolfe

9:03 a.m. Linda Huggins, County Clerk – Appoint Ballot Commissioners, two-year terms

Commissioner Stone moved to appoint Linda Lilly as the Democrat Ballot Commissioner and Joe Williams as the Republican Ballot Commissioner for the 2024 election. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas, and Smith voting yes. Motion carried.

9:05 a.m. Mills Group Courthouse Reconfiguration

Michael Mills and Stephen DeNeui, from the Mills Group, presented slides of the Courthouse Reconfiguration and the process

Preston County Courthouse 2nd Floor



Preston County Courthouse 2nd Floor
Concept 2/07/2024

MILLS GROUP
ARCHITECTURE • PLANNING • INTERIOR

The Mills Group is working closely with the Supreme Court to adhere to their regulations and guidelines and Judge Shaffer and staff to accommodate all the needs being very conscious of maintaining security.

The historic exterior and/or core is not changing and the courthouse will not shut down for these renovations. (See attached.)

Preston County Courthouse 2nd Floor

1. Client Considerations
 - Capital / Cost
 - State Supreme Court
 - Security
 - Program
2. Historic Building Concerns
 - Maintenance
 - Preserving Historic Resources (SHPO)
3. Phasing / Logistics
 - Construction Sequence
 - Court Operations



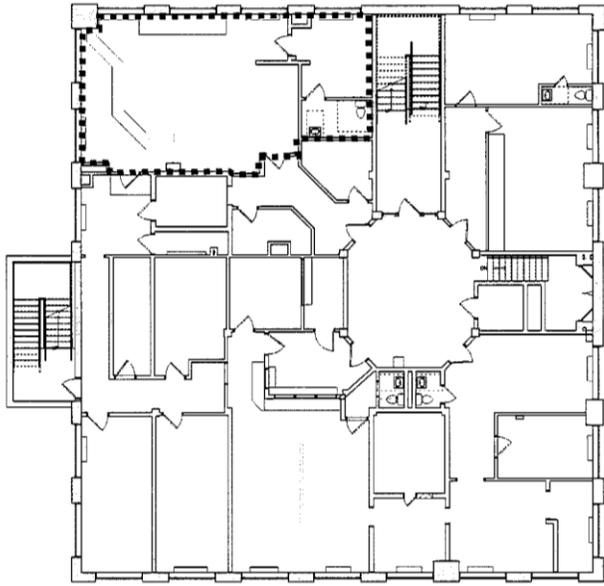
Preston County Courthouse 2nd Floor
Concept 2/07/2024

MILLS GROUP
ARCHITECTURE • PLANNING • INTERIOR

Existing 2nd Floor

Existing walls

1 Courtroom

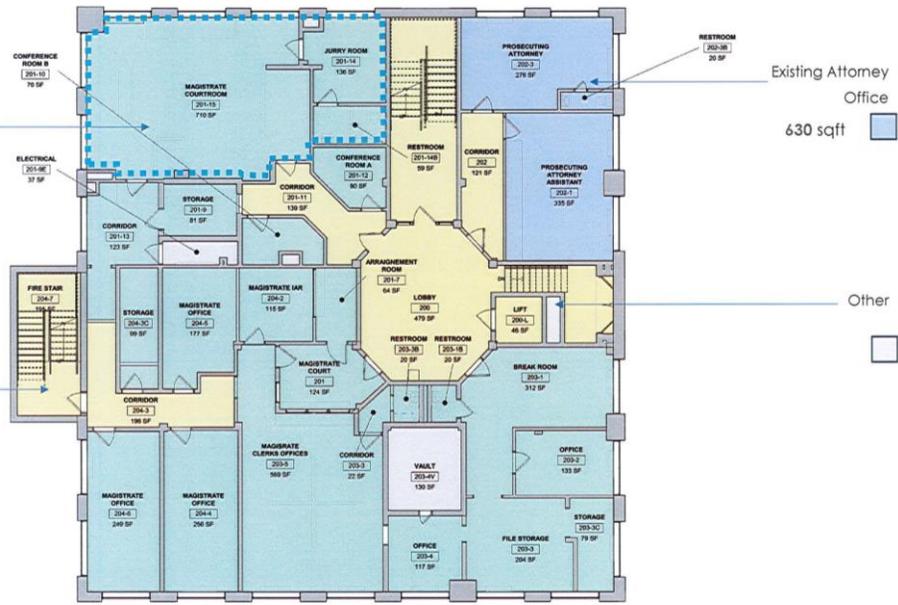


Zones

Existing Magistrate Court
2422 sqft

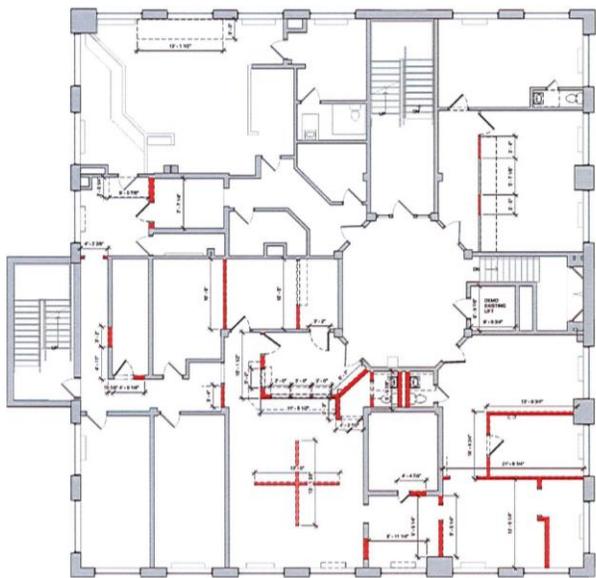
Circulation

1 Courtroom



Selected Demolition

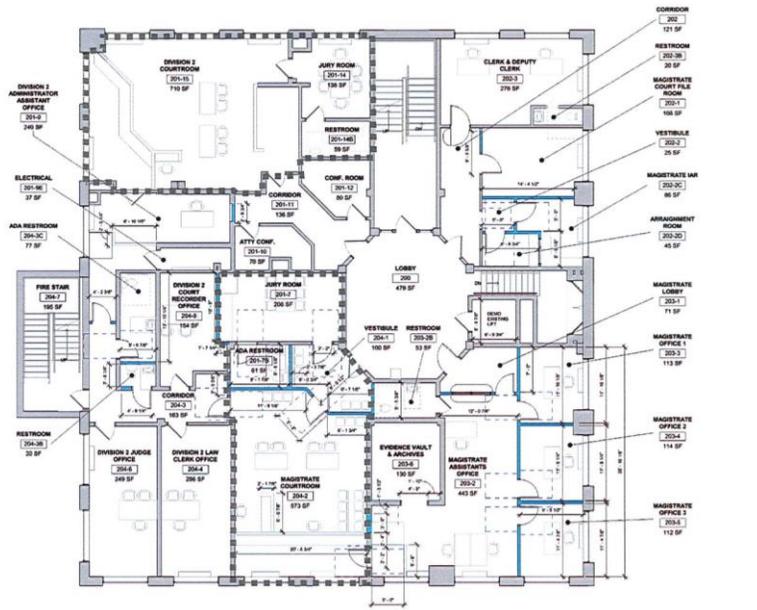
Remove Selected Walls



2nd Floor New Work

 New Walls

 2 Courtrooms



Preston County Courthouse 2nd Floor
Concept 2/07/2024

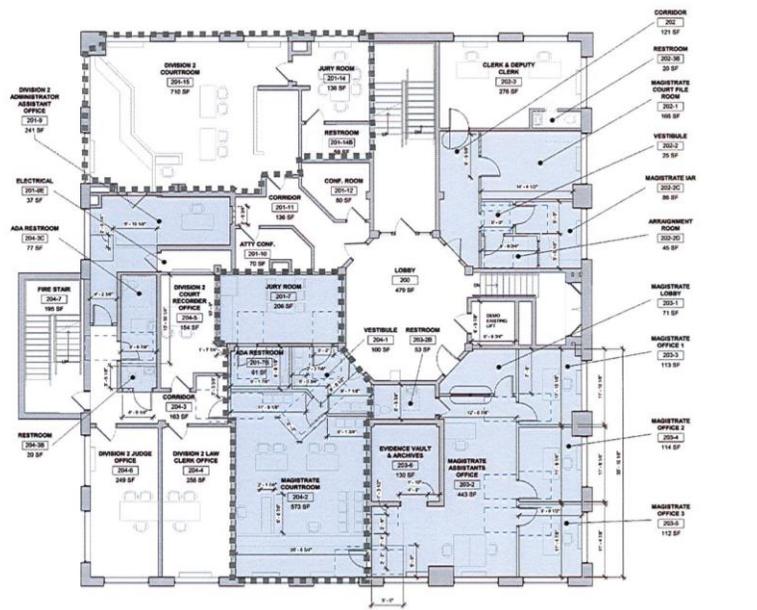


2nd Floor New Work

 New Work Area
2,840 sq ft

2nd Floor Total Area
6,662 sq ft

 2 Courtrooms



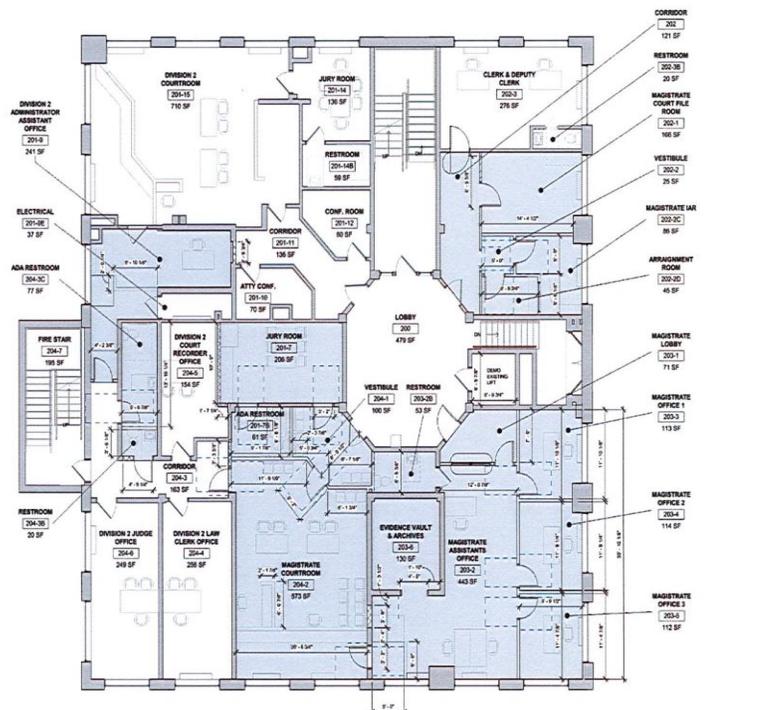
Preston County Courthouse 2nd Floor
Concept 2/07/2024



2nd Floor New Work

Preston County Magistrate Court
Minimum Facilities Space Requirements:

Magistrate Court Space- 2 nd Floor	Minimum SF	Proposed SQ FT
Magistrate 1	100 SF	113 SF
Magistrate 2	100 SF	114 SF
Magistrate 3	100 SF	112 SF
Assistant Shared Space	80 SF (x3) = 240 SF	443 SF - 25 SF (landing/future lift) = 418 SF
Clerk	200 SF	276 SF
Courtroom	300 SF	573 SF
Courtroom Vestibule	None	100 SF
Jury Room	None	206 SF
ADA Jury Restroom	None	61 SF
Evidence Vault & Archives	None	130 SF
In-Person Arraignment Room	None	45 SF
Video Arraignment Room	None	86 SF
File Room	None	166 SF
Clerk Private Restroom	None	20 SF
Internal Lobby	None	71 SF
MC Clerk, V/IAR, PAT Hallway	None	121 SF
Staff Private Restroom	None	53 SF



Preston County Courthouse 2nd Floor
Concept 2/07/2024



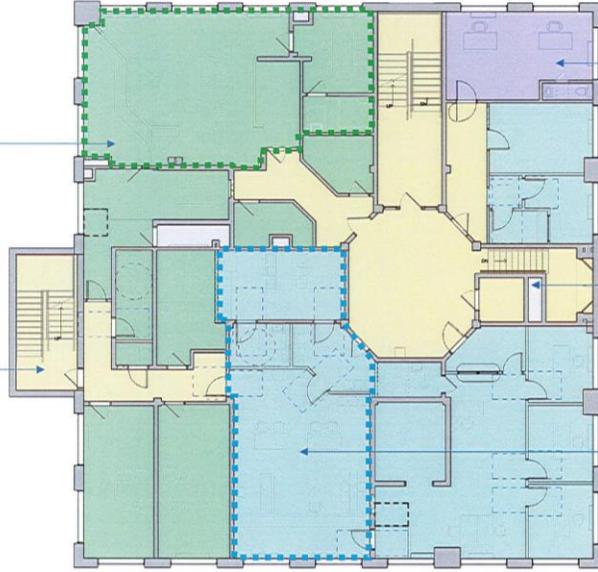
Zones

Division 2 Court

2076 sqft

Division 2 Courtroom

Circulation



Clerk Office

296 sqft



Other



Magistrate Court

2372 sqft



Magistrate Courtroom

Preston County Courthouse 2nd Floor
Concept 2/07/2024



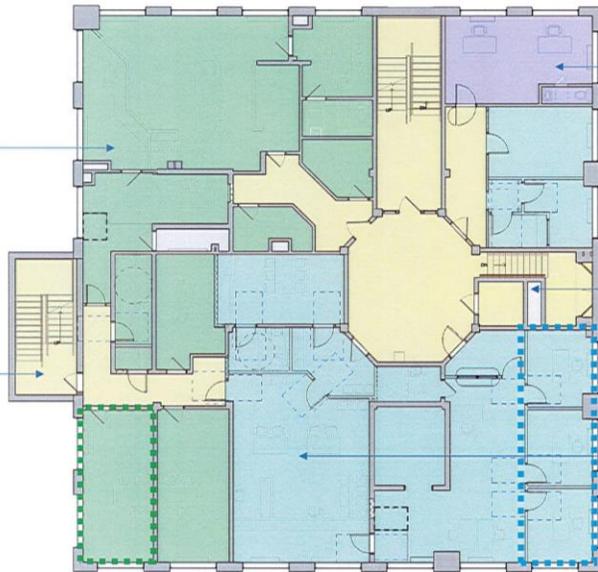
Zones

Division 2 Court

2076 sqft

Division 2 Judge Office

Circulation



Clerk Office

296 sqft



Other



Magistrate Court

2372 sqft



Magistrate Offices

Preston County Courthouse 2nd Floor
Concept 2/07/2024



Zones

Division 2 Court

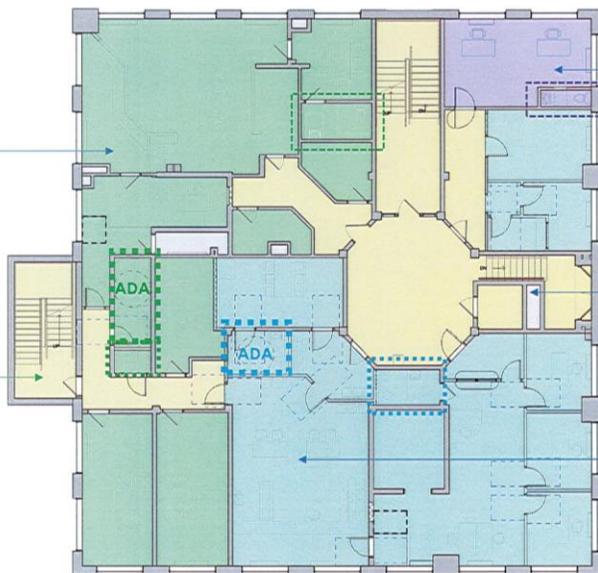
2076 sqft

Circulation



Existing Restrooms

New Restrooms



Clerk Office

296 sqft



Other



Magistrate Court

2372 sqft



Preston County Courthouse 2nd Floor
Concept 2/07/2024



Estate Settlements – January 23, 2024 thru January 29, 2024

Commissioner Thomas moved that the proceeding estate settlements and/or waivers thereof, having been filed for a period of ten (10) days prior to the commencements of this term and there being no exceptions or objections filed thereto, be approved and confirmed. (See attached.)

United States of America



State of West Virginia

County of Preston, ss:

Settlement List

Notice is hereby given that the following estate(s) have been submitted for settlement from 01/23/2024 thru 01/29/2024 in the Preston County Clerk's Office at 106 West Main Street, Suite 103, Kingwood, WV 26537-1131. For approval by the Preston County Commission on Wednesday, February 7, 2024.

ESTATE NUMBER: 4729
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
SETTLEMENT RECORDED: January 29, 2024
ESTATE NAME: **JERRY C. FIKE**
ADMINISTRATOR: KEITH A. FIKE

ESTATE NUMBER: 4196
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
SETTLEMENT RECORDED: January 25, 2024
ESTATE NAME: **EVERETT LINCOLN HARTMAN**
ADMINISTRATOR: TERRY HARTMAN
FIDUCIARY COMMISSIONER: OLIVIA S HARRIS-DEVALL
P.O. BOX 516
KINGWOOD, WV 26537-0516

ESTATE NUMBER: 4339
SETTLEMENT TYPE: Final Settlement
SETTLEMENT RECORDED: January 23, 2024
ESTATE NAME: **TERRY ERIC RECKART**
ADMINISTRATRIX: PATRICIA JORDAN
ATTORNEY: WOODROW E. TURNER
GAYDOS & TURNER
P.O. BOX 585
KINGWOOD, WV 26537

ESTATE NUMBER: 4515
SETTLEMENT TYPE: Report of Receipts, Disbursements and Distribution; Affidavit
SETTLEMENT RECORDED: January 25, 2024
ESTATE NAME: **CHRISTOPHER ALLEN WOLFE**
ADMINISTRATRIX: SHARON F. WOLFE
FIDUCIARY COMMISSIONER: OLIVIA HARRIS -DEVALL
P.O. BOX 516
KINGWOOD, WV 26537-0516

Subscribed and sworn to before me on 01/31/2024.

Linda Huggins

Linda Huggins
Clerk of the Preston County Commission

By *Tammy Johnson*

Tammy Johnson
Deputy Clerk/Probate

Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

Proceedings in Vacation – January 25, 2024 through January 31, 2024

Under **New Business** Commissioner Stone moved to dispense with the reading in open court of the Proceedings of the Clerk of this Commission, had in vacation on January 25, 2024 thru January 31, 2024 inclusive, and to approve and confirm the same as presented by the County Clerk, there having been no exception or objections filed thereto. (See attachment.)

United States of America



State of West Virginia

County of Preston, ss:

Clerk's Fiduciary Report

Estates from Thursday, January 25, 2024, through Wednesday, January 31, 2024

The County Commission of Preston County this 7th day February, 2024, proceeded to examine the report of the Clerk of the Commission of the Fiduciary and Probate matters had before her during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to-wit:

On, Friday, January 26, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **DONNA MARIE ALBRIGHT**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record and a Small Estate Affidavit Testate was filed.

TINA MARIE BELL was named as **SUCCESSOR** thereof, qualified as such. No bond was required.

The last will and testament of **BOBBY ALLEN ALBRIGHT, AKA BOBBIE ALLEN ALBRIGHT**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

TINA MARIE BELL, who was named in the last will and testament of **BOBBY ALLEN ALBRIGHT, AKA BOBBIE ALLEN ALBRIGHT**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

The last will and testament of **S. MADELINE GRAHAM, AKA SARAH MADELINE GRAHAM**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

MARK C. GRAHAM, who was named in the last will and testament of **S. MADELINE GRAHAM, AKA SARAH MADELINE GRAHAM**, deceased, as **EXECUTOR** thereof, qualified as such. No bond was required.

On, Monday, January 29, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **DESSIE MARIE LEONARD**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

BILLIE R. STEMPLE, who was named in the last will and testament of **DESSIE MARIE LEONARD**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

On, Tuesday, January 30, 2024, the following matters were disposed of in the presence of the Clerk:

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, **DONNA RODEHEAVER** was appointed and qualified as **ADMINISTRATRIX** of the estate of **HEATH ALLEN RODEHEAVER**, deceased. No bond was required.

Subscribed and sworn to before me on 01/31/2024.

Linda Huggins

Linda Huggins
Clerk of the Preston County Commission

By *Tammy Johnson*

Tammy Johnson
Deputy Clerk/Probate

Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried.

Fiduciary Commissioner Report – February 7, 2024

MOTION TO ACCEPT AND RECORD FIDUCIARY COMMISSIONER REPORT

2023 Fourth Quarter Estate Status Report – dated January 15, 2024, filed by Woodrow E. Turner, Fiduciary Commissioner.

MOTION TO ACCEPT AND RECORD FIDUCIARY COMMISSIONER REPORT – February 7, 2024

(Retain one copy for minutes; return completed copy to Clerk with original settlements)

It was moved by Commissioner Stone that the following Fiduciary Commissioner Report be Accepted.

2023 Fourth Quarter Estate Status Report - dated January 15, 2024, filed by Woodrow E. Turner, Fiduciary Commissioner.

Said motion was seconded by Commissioner Thomas.

Discussion called for. Question called for. A roll call vote was taken with Commissioners

Stone, Thomas and Smith voting yes. Motion carried.

MOTION TO ACCEPT AND RECORD FIDUCIARY COMMISSIONER REPORT

Unprogressed Estates Status Report – dated January 18, 2024, filed by Woodrow E. Turner, Fiduciary Commissioner.

MOTION TO ACCEPT AND RECORD FIDUCIARY COMMISSIONER REPORT – February 7, 2024

(Retain one copy for minutes; return completed copy to Clerk with original settlements)

It was moved by Commissioner Thomas that the following Fiduciary Commissioner Report be Accepted.

Unprogressed Estates Status Report - dated January 18, 2024, filed by Woodrow E. Turner, Fiduciary Commissioner.

Said motion was seconded by Commissioner Stone.

Discussion called for. Question called for. A roll call vote was taken with Commissioners

Thomas, Stone and Smith voting yes. Motion carried.

MOTION TO APPROVE FIDUCIARY COMMISSIONER RECOMMENDATIONS/ORDER

Estate of Anna M. Cline – dated January 25, 2024, filed by Hilary M. Bright, Fiduciary Commissioner.

MOTION TO APPROVE FIDUCIARY COMMISSIONER RECOMMENDATIONS/ORDER,

February 7, 2024

(Retain one copy for minutes; return completed copy to Clerk with original settlements)

It was moved by Commissioner Thomas that the following Fiduciary Commissioner Recommendation and Order Revoking Certificate and Authorization of Small Estate be approved and confirmed, having no Objections filed thereto.

Estate of Anna M. Cline - dated January 25, 2024, filed by Hilary M. Bright, Fiduciary Commissioner.

Said motion was seconded by Commissioner Stone.

Discussion called for. Question called for. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

Old Business- Consideration and/or action -

New Business – Consideration and/or action

A. Chamber of Commerce request for Preston County Day Funding

Commissioner Stone moved to make a contribution of \$1,000. to the Chamber of Commerce for Preston County Day at the legislature. Commissioner Smith seconded the motion. Discussion called for.

There was discussion regarding whether it was worth the time and effort to attend Preston County Day at the legislature or if they would be better served to go down before or after the legislature is out of session.

After a lengthy discussion, Commissioner Thomas moved to give the Preston County Chamber a \$500 contribution for Preston County Day. Commissioner Stone seconded the motion with additional discussion called for.

Commissioner Stone spoke about working with Kristie Ash to see where they can be more effective to maximize what they are doing in Charleston.

Nate Raybeck, County Administrator, asked if there had ever been any form of tracking metrics done? A survey was suggested.

Discussions continued with the Commissioners and Assessor Connie Ervin, who believed her time in Charleston to be very beneficial.

Commissioner Thomas called for question and a vote on the matter. A roll call vote was taken with Commissioners Thomas and Stone voting yes. Commissioner Smith voted no. Motion carried.

OEM Central Garage Report – consideration and/or action - None

County Coordinator’s Report-Consideration and/or action

President Smith recognized Nate Raybeck with the County Coordinator’s Report.

A. Update Opioid Settlement Work Session

Mr. Raybeck described the session as a wonderfully attended and informative work session with a number of great ideas being discussed as they look for the best solutions for the people of Preston County.

B. Sheriff’s Office Update

Edison Electric is officially in the building and work on the electrical boxes is continuing at pace. The power will be off in the entire Sheriff’s Building this Friday.

Panhandle Cleaning and Restoration is at the punch list phase. The facilities supervisor and Panhandle have arrived at a list of a separation of duties for the remaining items. PC&R is starting tomorrow and should be concluded by Monday, February 12th.

C. Budget Revisions –

See budget revisions presented under the 9:01 a.m. Recognition of Scheduled Appointments with Justin Wolfe, OEM/E911.

D. Miscellaneous Correspondence

Personnel Matters – Consideration and/or action

Legal Matters - Consideration and/or action

Information

A. Miscellaneous Correspondence

Commissioners Comments

At 9:54 a.m., there being no further business to come before the Commission, President Smith declared the Regular Session adjourned.

Commissioner

Commissioner

Commissioner

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02/07/2024

