

**A G E N D A**  
**PRESTON COUNTY COMMISSION**  
**FEBRUARY 27, 2024**  
**9:30 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 -**

9:31 a.m. LaDeane Teets, Farmland Protections – Easement Update

9:40 a.m. Bill Benson – Vietnam Veterans Chapter 977 - Application to use Courthouse Lawn

9:45 a.m. Linda Huggins, County Clerk – Employee Hire

**Approval of Minutes – February 7, 2024 and 2024 Board of Equalization**

**Estate Settlements List – February 13, 2024 thru February 15, 2024**

ESTATE NAME: **PAUL E. CALVERT**

ESTATE NAME: **JOHN CHARLES CRAMER**

ESTATE NAME: **JESSIE FEDOROW AKA JESSIE M. MYERS**

**Proceedings in Vacation/Clerk's Fiduciary Report – February 15, 2024 through February 21, 2024**

**Fiduciary Commissioner Report – None**

**Old Business – Consideration and/or action**

A. Appointment of Representative to WV First Foundation Regional Board

B. Opioid Settlement Funds

i. Advisory Board

ii. CD Research

C. Right of Way Agreement for City of Kingwood

D. Appointment of PCEDA Board Representative from Tunnelton

**New Business – Consideration and/or action**

A. Wade's World of Wonder—Letter of Support

B. Preston County Property Safety Enforcement Agency

C. WV Department of Environmental Protection REAP Dilapidated Properties Program

D. Aurora Volunteer Fire Dept—Letter of Good Standing

**OEM Central Garage Report – consideration and/or action -**

**County Administrator's Report – Consideration and/or action**

A. Facilities Report

i. Sheriff's Update

ii. Courthouse Reconfiguration Project Update

B. Budget Revisions

C. 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 9:30 a.m., February 27, 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, Assessor Connie Ervin and County Clerk Linda Huggins.

The following persons registered their attendance during the meeting:

- |                      |                               |
|----------------------|-------------------------------|
| Nichole Larew        | Deanna Lively                 |
| Jacob Martin-WV News | Jennifer Graham-Dominion Post |
| Jesse Hale           | Roy Watkins                   |
| LaDeana Teets        | Alex Hall                     |
| Jim Savage-VVA#977   | Bill Benson-VVA#977           |

Robbie Baylor, Executive Director of the Preston County Economic Development Authority registered her name to speak before the commission regarding the closing of Allegheny Wood Products, which has two facilities in Preston County.

She stated that Work Force WV has initiated a Rapid Response Team (RRT) that will be partnering with the EDA and the Chamber of Commerce to provide support to individuals that have lost their jobs.

The meeting will be March 5, 2024 at the Kingwood Christian Fellowship Church gym.

The RRT provides services for people who have lost their jobs. They can help with career planning, job placement, unemployment claims, classroom training opportunities and stress counseling. She said she has had several Preston County companies reach out to let her know they are hiring and would like to talk to these people. She also noted an 8-week paid training course in Bridgeport with Mitsubishi Heavy Industry Corp. that trains people with sheet metal, who also has a lot of job openings.

**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. (See attached.)

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TYPE	TRANS.	NUMBER	P.O. NUMBER	VENDOR	ACCOUNT NUMBER	PROJECT-TASK-COST	INVOICE	TRANDATE	CASH-CODE	TRANS-AMOUNT	
SEPARATE-CHK	BOX		DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT	
					ACCOUNT NAME	PAYEE	VENDOR NO	PAYEE	VENDOR NAME	POSTDATE	
VR	20240596-001			5648	00140434100	02/27/2024	02/17/2024	02/17/2024	AG01	P	54.03
N	NA		.00		WATER	5648					02/2024
					TAX DEPART MAT/SUPPLIES				CRYSTAL SPRINGS		
VR	20240596-002			1549	00173622300	02/27/2024	02/14/2024	02/14/2024	AG01	P	758.58
N	NA		.00		CLIENT ID #19025	1549					02/2024
					PINEVIEW VETERINARY HOSP K-9 PROFESS SERVICES				PINEVIEW VETERINARY HOSP		
VR	20240596-003			0223	00140121302	02/27/2024	02/16/2024	02/16/2024	AG01	P	866.28
N	NA		.00		ACCT #110 088 634 438	0223					02/2024
					UTILITIES MON POWER				MON POWER		
VR	20240596-004			5985	00181334100	02/27/2024	02/05/2024	02/05/2024	AG01	P	38.24
N	NA		.00		ACCT #2873232442654	5985					02/2024
					LITTER CONTROL MAT/SUPPLY				AT&T MOBILITY		
VR	20240596-005			5648	00170034400	02/27/2024	02/17/2024	02/17/2024	AG01	P	61.03
N	NA		.00		WATER	5648					02/2024
					LAW ENFORCE FOOD/DRUGS				CRYSTAL SPRINGS		
VR	20240596-006			4975	00170034100	02/27/2024	02/20/2024	02/20/2024	AG01	P	77.95
N	NA		.00		REIMB-SUPPLIES	4975					02/2024
					LAW ENFORCE MAT & SUPP				RYAN POWLEY		
VR	20240596-007			4796	00170021800	02/27/2024	02/20/2024	02/20/2024	AG01	P	21.40
N	NA		.00		REIMB-POSTAGE	4796					02/2024
					LAW ENFORCE POSTAGE				TONYA MYERS		
VR	20240596-008			5580	00140321900	02/27/2024	5372199	02/09/2024	AG01	P	360.99
N	NA		.00		COPIER	5580		02/09/2024			02/2024
					CIRC CK-EQUIP RENTS				XEROX FINANCIAL		
VR	20240596-009			1184	00140121103	02/27/2024	02/05/2024	02/05/2024	AG01	P	91.40
N	NA		.00		ACCT #287284221967	1184					02/2024
					CO COMM TELEPHONE-AT&T				AT&T MOBILITY		
VR	20240596-010			1184	00771221103	02/27/2024	02/05/2024	02/05/2024	AE07	P	17.68
N	NA		.00		ACCT #287284221967	1184					02/2024
					E-911 TELEPHONE-AT&T				AT&T MOBILITY		
VR	20240596-011			1184	00171121103	02/27/2024	02/05/2024	02/05/2024	AG01	P	96.13
N	NA		.00		ACCT #287284221967	1184					02/2024
					OEM-TELEPHONE-AT&T				AT&T MOBILITY		
VR	20240596-012			0280	00771222300	02/27/2024	02/20/2024	02/20/2024	AE07	P	66.02
N	NA		.00		INV #4183951789	0280					02/2024
					E911 PROFESSIONAL SERVICE				CINTAS CORPORATION		

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SEPARATE-CHK	BOX	DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT
			VENDOR NAME	ACCOUNT NAME	PAYEE	VENDOR NO	PAYEE	VENDOR NAME	POSTDATE
VR	20240596-013		5747	07273136100		55382	12/01/2023	BC72	4200.00
N	NA	.00	OPANS LLC	TESTING	02/27/2024	12/01/2023			P
				COMM CORR DRUG TEST	5747		OPANS LLC		02/2024
VR	20240596-014		5747	07273136100		55433	01/02/2024	BC72	3600.00
N	NA	.00	OPANS LLC	TESTING	02/27/2024	01/02/2024			P
				COMM CORR DRUG TEST	5747		OPANS LLC		02/2024
VR	20240596-015		4236	00140523000		310946	02/16/2024	AG01	121.87
N	NA	.00	HART OFFICE SOLUTIONS	PRINTS	02/27/2024	02/16/2024			P
				PROS ATTY CONTRACTED SERV	4236		HART OFFICE SOLUTIONS		02/2024
VR	20240596-016		4642	00140245900			12/28/2023	AG01	2500.22
N	NA	.00	DELL MARKETING L.P.	COMPUTERS	02/27/2024	12/28/2023			P
				CO CLERK-CAP OUT/EQUIP	4642		DELL MARKETING L.P.		02/2024
VC	20240596-017		0223	00140121302			02/16/2024	AG01	90.14
N	NA	.00	MON POWER	ACCT #110 080 533 703	02/27/2024	02/16/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-018		0223	00140121302			02/16/2024	AG01	91.59
N	NA	.00	MON POWER	ACCT #110 080 536 664	02/27/2024	02/16/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-019		0223	00140121302			02/16/2024	AG01	101.14
N	NA	.00	MON POWER	ACCT #110 162 822 297	02/27/2024	02/16/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-020		0223	00140121302			02/16/2024	AG01	1211.08
N	NA	.00	MON POWER	ACCT #110 088 637 100	02/27/2024	02/16/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-021		0223	00140121302			02/16/2024	AG01	21.52
N	NA	.00	MON POWER	ACCT #110 080 534 768	02/27/2024	02/16/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-022		2884	00142845900		94752	11/30/2023	AG01	167.88
N	NA	.00	GLOBAL SCIENCE & TECH	OUTLETS	02/27/2024	11/30/2023			P
				DATA PROCESS CAP OUT/EQ	2884		GLOBAL SCIENCE & TECH		02/2024
VC	20240596-023		6016	00142021500			02/22/2024	AG01	1920.00
N	NA	.00	MOUNTAINEER TECHNOLOGY	INV #PCC-2024.01/WIRING	02/27/2024	02/22/2024			P
				CUSTODIAL M&R BLD & GRD	6016		MOUNTAINEER TECHNOLOGY		02/2024
VC	20240596-024		0223	00140121302			02/22/2024	AG01	1181.66
N	NA	.00	MON POWER	ACCT #110 088 635 294	02/27/2024	02/22/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024

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SEPARATE-CHK	BOX	DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT
			VENDOR NAME	ACCOUNT NAME	PAYEE	VENDOR NO	PAYEE	VENDOR NAME	POSTDATE
VC	20240596-025		0223	00140121302			02/22/2024	AG01	74.10
N	NA	.00	MON POWER	ACCT #110 088 635 047	02/27/2024	02/22/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-026		5910	00171622300		1431	02/13/2024	AG01	270.90
N	NA	.00	ALMOST HEAVEN PET	SERVICE	02/27/2024	02/13/2024			P
				DOG WARDEN-PROF SERVICES	5910		ALMOST HEAVEN PET		02/2024
VC	20240596-027		4581	00371634100			02/19/2024	AS03	269.25
N	NA	.00	ZOETIS US LLC	INV #9023017805	02/27/2024	02/19/2024			P
				DOG & KENNEL SUPPLIES	4581		ZOETIS US LLC		02/2024
VC	20240596-028		4236	00140121900		310983	02/16/2024	AG01	1.97
N	NA	.00	HART OFFICE SOLUTIONS	PRINTS	02/27/2024	02/16/2024			P
				CO COMM BLDG/EQUIP RENTS	4236		HART OFFICE SOLUTIONS		02/2024
VC	20240596-029		0276	00171622300		021624	02/16/2024	AG01	883.65
N	NA	.00	PRESTON CO HEALTH DEPT	VACCINATION	02/27/2024	02/16/2024			P
				DOG WARDEN-PROF SERVICES	0276		PRESTON CO HEALTH DEPT		02/2024
VC	20240596-030		5867	00142023000		3091016	12/01/2023	AG01	595.00
N	NA	.00	MONITRONICS	FIRE SYS MONIT/SHERIFF DE	02/27/2024	12/01/2023			P
				CUSTODIAL CONT SERVICES	5867		MONITRONICS		02/2024
VC	20240596-031		0280	00142034100			02/20/2024	AG01	254.62
N	NA	.00	CINTAS CORPORATION	INV #4183951286	02/27/2024	02/20/2024			P
				CUSTODIAL MAT/SUPPLIES	0280		CINTAS CORPORATION		02/2024
VC	20240596-032		0280	00142034500			02/20/2024	AG01	12.08
N	NA	.00	CINTAS CORPORATION	INV #4183951286	02/27/2024	02/20/2024			P
				CUSTODIAL UNIFORMS	0280		CINTAS CORPORATION		02/2024
VC	20240596-033		0280	00142022500			02/20/2024	AG01	159.61
N	NA	.00	CINTAS CORPORATION	INV #4183951286	02/27/2024	02/20/2024			P
				CUSTODIAL LAUN/DRY CLEAN	0280		CINTAS CORPORATION		02/2024
VC	20240596-034		2046	00771221104			02/20/2024	AE07	2218.67
N	NA	.00	FRONTIER	ACCT #3041891897112503-4	02/27/2024	02/20/2024			P
				E-911 TELEPHONE FRONTIER	2046		FRONTIER		02/2024
VC	20240596-035		3792	00171121102			02/10/2024	AG01	159.32
N	NA	.00	US CELLULAR	ACCT #854806714	02/27/2024	02/10/2024			P
				OEM-TELEPHONE-US CELL	3792		US CELLULAR		02/2024
VC	20240596-036		5580	00140221900		5451831	02/18/2024	AG01	78.44
N	NA	.00	XEROX FINANCIAL	COPIER	02/27/2024	02/18/2024			P
				CO CLERK BLDG/EQ RENTS	5580		XEROX FINANCIAL		02/2024

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SEPARATE-CHK	BOX	DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT
			VENDOR NAME	ACCOUNT NAME	PAYEE	VENDOR NO	PAYEE	VENDOR NAME	POSTDATE
VC	20240596-037		5918	05640734100		6984625	02/18/2024	AA56	49.00
N	NA	.00	QUENCH USA INC	AVF-MATERIALS & SUPPLIES	02/27/2024	02/18/2024			P
					5918		QUENCH USA INC		02/2024
VC	20240596-038		0223	00140121302			02/23/2024	AG01	1151.00
N	NA	.00	MON POWER	ACCT #110 086 272 223	02/27/2024	02/23/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024
VC	20240596-039		0223	00140121302			02/23/2024	AG01	420.04
N	NA	.00	MON POWER	ACCT #110 081 397 009	02/27/2024	02/23/2024			P
				UTILITIES MON POWER	0223		MON POWER		02/2024

WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371634100  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273136100

TOTAL TRANSACTION AMOUNT 24314.48

List of invoices approved for payment  
 this 27 day of Feb, 2024  
 Int. Sch

**Assessor’s Office – Consideration and/or action**

**Tax Correction List – None**

**Apportionments –None**

**Recognition of Scheduled Appointments –**

9:31 a.m. LaDeana Teets, Farmland Protections – Easement Update

Ms. Teets presented an easement update and a request for \$500 to buy food for their 20<sup>th</sup> year farmland protection program dinner. This request will be considered during budget deliberations. (See attached.)

**Preston County Commission Report**

**February 27, 2024**

**Summary of Easements in the Program**

- Preston County has eight farms protected with easements with a total of 1,108 acres.
- Two farms are located in Gladesville, one in Aurora, one in Kingwood, two in Terra Alta and two in Bruceton Mills area.
- PCFPB is working on five more with the Stone Farm in Kingwood with 188 acres, the Stemple Farm in Eglon with 148 acres, the Kepple-Lutz Farm in Aurora with 120 acres, the Bjorkman Farm in Reedville with 175 acres and the Morgan Farm in Bruceton Mills with 41 acres. These five farms will add another 672 acres when completed.

Current Board Members are:

Name	Office Held	Board Member	Beginning Term	Term Expires
Samantha Stone	Advisor	County Commissioner	January 1, 2019	N/A
Roberta Baylor	Secretary	EDA Director	July 1, 2005	N/A
Carrie See	Member	Farm Bureau	July 1, 2022	June 30, 2026
William Grose	Chairman	Public Member	Sept. 15, 2016	June 30, 2024
Kevin Lyons	Treasurer	Public Member	July 1, 2020	June 30, 2024
Art Mouser	Vice Chairman	Mon Conservation	July 1, 2022	June 30, 2026
Luke Seese	Member	Farmer	July 1, 2020	June 30, 2024

On Saturday, June 22, 2024, Preston County will be celebrating 20 years of the farmland protection program. The event will be on the Bill Bjorkman Farm on Dogtown Road, from 6-8, with a meal and guest speakers. Our speakers for the evening will be Commissioner of Agriculture Kent Leonhardt, Assistant Commissioner Joe Hatton, Senator Randy Smith, Delegate George Street, Commissioner Samantha Stone and Chairman Bill Grose. We are preparing a video of some of the farms with interviews with our landowners and present and former board members. Invitations to the event will be sent out in May.

The Board currently has a total of \$992,195.77 in all bank accounts. We will be hoping to spend most of this money by the end of this year. We will be taking applications but we will be filing them for now.

The Preston County Farmland Protection Board would like to thank the County Commission for making our job possible to save and set aside Preston County farmland for future generations by supporting us with a part of the transfer excise tax.

LaDeana Teets,  
PCFPB Director

9:40 a.m. Bill Benson – Vietnam Veterans Chapter 977 – Application to use Courthouse Lawn

Jim Savage, President of the Vietnam Veterans of America, Preston County Chapter, presented the commission with a request to use the Courthouse Lawn on March 29, 2024 at noon for the National Vietnam War Veterans Day Observance.

Commissioner Stone moved to approve the application to use the Courthouse Lawn March 29, 2024 for the National Observance Day of Vietnam Veterans Chapter 977. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried. (See attached.)

**PRESTON COUNTY COMMISSION**

**Application to use Preston County Courthouse Lawn**

Must be submitted 15 days prior to the event date

Name of Organization VIETNAM VETERANS Chapter 977

Address PO Box 803  
MASONTOWN WV. 26542

Describe Event \*\* NATIONAL VIETNAM WAR  
VETERANS Day

(submit additional sheet if needed)

\*\* Depending on the type of event being held and the length of the event your organization may be required to show proof of liability insurance. If Proof of Insurance is required it must be submitted to the County Commission at least 7 days prior to the date of the event

Date(s) and time(s) of event MARCH 29 2024 12:00 NOON

Do you want to ring the bell?  yes  
 no

Contact Person Name Bill BENSON

Address 14658 Brandonville Pike  
BRUCETON MILLS WV 26525

Phone (304) 379-4233 (best number to reach you)

Email address Bill Benson 57 @ ICloud.com

Bill Benson  
Signature of Authorized Person for Organization  
Coordinator  
Title

FEB 13 2024  
Date

**APPROVAL**

[Signature]  
Preston County Commission, President

2/27/2024  
Date

**WAIVER OF LIABILITY**

Must be submitted to Preston County Commission 15 days prior to the event date

The VIETNAM VETERANS OF AMERICA Chapter 977 accepts full  
name of organization

responsibility and liability for the NATIONAL VIETNAM WAR VETERANS DAY  
name of event

held MARCH 29-2024 12:00 NOON  
date(s) and time(s)

on the Preston County Courthouse lawn.

Therefore, the VIETNAM VETERANS OF AMERICA Chapter 977  
name of organization

will hold the Preston County Commission harmless from any liability.

Bill Benson  
Signature of Authorized Person for Organization  
Coordinator  
Title

FEB-13-2024  
Date



**VIETNAM VETERANS OF AMERICA**  
Chapter 977 – Preston County, WV  
PO Box 803, Masontown, WV 26542

FOR IMMEDIATE RELEASE  
March 1, 2024

Bill Benson  
Vietnam Veterans of America  
Chapter 977  
(304) 379-4233

**Preston County Honor Guard Hosting National Vietnam War Veterans Day Observance**

*Community Is Invited to Participate on March 29 at 12:00 noon*

**Kingwood, WV:** The Preston County Honor Guard, consisting of members from all VFW Posts and the Vietnam Veterans Chapter 977, will honor all Vietnam Era Veterans from all branches of service. The National Vietnam War Veterans Day program will be held on the lawn of the Preston County courthouse on March 29th at 12:00 noon.

The program will include guest speakers, a traditional three-shot rifle volley; TAPS; and prayer for all who have served, are now serving, and those who are still missing in action. A musical tribute of patriotic songs will be performed and members of the community are encouraged to participate.

All residents are welcome to attend to remember and honor all those who have served.

Thank you all for your generous support.

Anyone wanting to purchase a Veteran Brick for installation in the fall of 2024 may contact Vietnam Veterans of America Chapter 977 at

Post Office Box 803 Masontown WV 26542.

###

9:45 a.m. Linda Huggins, County Clerk – Employee Hire

Commissioner Thomas moved to approve the hire of Amanda Stewart as a full-time Deputy County Clerk at a rate of \$14/hr. beginning March 5, 2024 with a probationary period being recognized. 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 Clerk  
Linda Huggins  
106 W Main St. Suite 103  
Kingwood WV 26537

February 27, 2024

Dear Preston County Commissioners,

I request your advice and consent to hire,  
Amanda Stewart as a full time Deputy County Clerk.  
This position will start at \$14.00 per hour beginning March 5, 2024.  
A Probationary Period will be recognized.

  
Respectfully,  
Linda Huggins  
Preston County Clerk



**Approval of Minutes – February 7, 2024 and 2024 Board of Equalization**

Commissioner Thomas moved to approve the Minutes of February 7, 2024 and the 2024 Board of Equalization. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

**Estate Settlements – February 13, 2024 thru February 15, 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 02/13/2024 thru 02/15/2024 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 Tuesday, February 27, 2024.

ESTATE NUMBER: **4603**  
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement  
SETTLEMENT RECORDED: February 13, 2024  
ESTATE NAME: **PAUL E. CALVERT**  
EXECUTRIX: PAULA MARIE CALVERT BASS

ESTATE NUMBER: **4669**  
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement  
SETTLEMENT RECORDED: February 14, 2024  
ESTATE NAME: **JOHN CHARLES CRAMER**  
ADMINISTRATOR: JOHN A. CRAMER

ESTATE NUMBER: **4376**  
SETTLEMENT TYPE: Report of Receipts, Disbursements and Distribution; Affidavit  
SETTLEMENT RECORDED: February 15, 2024  
ESTATE NAME: **JESSIE FEDOROW AKA JESSIE M. MYERS**  
EXECUTRIX: MARY K. TEETS

Subscribed and sworn to before me on 02/21/2024.

*Linda Huggins*

Clerk of the Preston County Commission

By: *Ashley Cole*  
Ashley Cole, Deputy Clerk

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

**Proceedings in Vacation – February 15, 2024 through February 21, 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 February 15, 2024 thru February 21, 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, February 15, 2024, through Wednesday, February 21, 2024**

The County Commission of Preston County this 27<sup>th</sup> day of 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, Thursday, February 15, 2024, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **SHIRLEY CRAMER-LOSS**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**JAY CARL CRAMER**, who was named in the last will and testament of **SHIRLEY CRAMER-LOSS**, deceased, as CO EXECUTOR thereof, qualified as such. No bond was required.

**CHARLES RANDALL CRAMER**, who was named in the last will and testament of **SHIRLEY CRAMER-LOSS**, deceased, as CO EXECUTOR thereof, qualified as such. No bond was required.

**On, Friday, February 16, 2024, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **RONALD RAY BRICKER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**MARY CATHERINE BRICKER**, who was named in the last will and testament of **RONALD RAY BRICKER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Subscribed and sworn to before me on 02/21/2024.

Clerk of the Preston County Commission

By:   
Ashley Cole, Deputy Clerk

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

**Fiduciary Commissioner Report – None**

**Old Business- Consideration and/or action –**

**A. Appointment of Representative to WV First Foundation Regional Board**

Commissioner Thomas moved to appoint Lola Burke as the County Commission Representative on the WV First Foundation Regional Board. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

## B. Opioid Settlement Funds

### i. Advisory Board

Commissioner Thomas recommended a 9-member board that would be the County's Advisory Board to help advise the County Commission on how to best utilize and spend the Opioid Funds. This board would consist of one member from the Preston County Health Department, Mon Health, Probation Office, Community Corrections, Sheriff's Office, DHHR, Board of Education and two (2) public at-large members. Commissioner Stone seconded the motion. Discussion called for.

1. Discussed having the regional board representative, if they fit the criteria, to be on the board and be able to brief the advisory board.

2. A non-voting commissioner does not need to be on the board. Any or all can attend meetings but not vote.

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

It was suggested letters of interest be submitted by March 27, 2024 for review; to be approved at the following weeks meeting.

### ii. CD Research

Commissioner Stone received information back from Clear Mountain Bank and WesBanco regarding short term CD rates for the opioid funds. She is waiting on additional responses from other banks. She asked that this subject will be added to next week's agenda.

## C. Right of Way Agreement for City of Kingwood

Commissioner Thomas moved to approve the City of Kingwoods Right of Way Agreement. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

## D. Appointment of PCEDA Board Representative from Tunnelton

Commissioner Stone moved to appoint Diane Bolyard to the Preston County Economic Development Authority Board to represent the Town of Tunnelton. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried.

## **New Business – Consideration and/or action**

### A. Wade's World of Wonder – Letter of Support

Nothing presented, add to agenda for next week.

### B. Preston County Property Safety Enforcement Agency

Tentatively set March 14, 2023 at 9:00 a.m. for a meeting with the Preston County Property Safety Enforcement Agency.

### C. WV Department of Environmental Protection REAP Dilapidated Properties Program

Commissioner Thomas stated last year a program was set forth by the State Legislature to use ARPA funds for dilapidated buildings. Last year a survey was done, the county qualified for funding, but the application was never completed so the opportunity was missed.

He was advised, by Director John King, that the current ordinance was not appealing to the grant advisory board. It was recommended to reach out to the WV Land Use and Sustainable Law Clinic for assistance to look at the ordinance to determine how to improve it and adhere it to WV State Code.

### D. Aurora Volunteer Fire Dept – Letter of Good Standing

Commissioner Stone made a motion to authorize the President to sign the Letter of Support for the Aurora Volunteer Fire Department. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried. (See attached.)

PRESTON COUNTY COMMISSION



Don Smith, President  
Hunter Thomas, Commissioner  
Samantha Stone, Commissioner

February 27, 2024

Alcohol Beverage Control Administration  
900 Pennsylvania Ave., 4<sup>th</sup> Floor  
Charleston, WV 25302

RE: Aurora Volunteer Fire Department — Mini Mega Bash  
23942 George Washington Hwy.  
Aurora, WV 26705

To Whom It May Concern:

The Preston County Commission is aware that the Aurora Volunteer Fire Department will be holding the Mini Mega Bash from 11 a.m. to 5:30 p.m. April 6, 2024, at the facility at 23942 George Washington Highway in Preston County. This event requires no permits from the Preston County Commission. The Preston County Commission has no objection to the event being held on that date.

If you have any questions, please contact the commission office at 304-329-1805.

Sincerely,

Don Smith, President  
Preston County Commission

Preston County Courthouse Annex • 106 West Main Street, Suite 202, Kingwood, West Virginia 26537  
Phone (304)329.1805 • Fax (304)329.3192 • TDD (304)329.0652  
[www.prestoncountywv.gov](http://www.prestoncountywv.gov)

**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. Facilities Report**

**i. Sheriff’s Update**

Mr. Raybeck and the facilities supervisor are meeting tomorrow to go over the final punch list items. The fire marshal will be here Friday at 9:00 a.m.

**ii. Courthouse Reconfiguration Project Update**

H.E. Neumann has installed the chiller lines. Some testing will occur this week with the completion either Friday or Monday at the latest.

**B. Budget Revisions – None**

**C. Miscellaneous Correspondence**

The Mills Group has delivered a copy of the design development drawings for the Courthouse Remodel. The drawings have been reviewed by the maintenance supervisor and the county coordinator. There’s a question as to whether the current lighting fixtures need replaced with LED lighting. President Smith gave the approval to move forward with this request.

**Personnel Matters – Consideration and/or action**

**Legal Matters - Consideration and/or action**

**Information**

A. Miscellaneous Correspondence

- Commissioner Stone noted that the Wade’s World of Wonder Playground Property that the County Commission deeded to Preston County Parks and Recreation Commission, by the hospital, is in the process of being reverted back to the County Commission. (The playground location was relocated.) All commissioners agreed to proceed. This will be added to next week’s agenda.
- Received a letter from the County Fire Board with an explanation of what they would like to do with the funds received in the amount of \$124K. It stated the Fire Board would like to allocate those funds towards a burn building training facility.

Commissioner Stone noted a master plan for this kind of structure was developed in 2010 to be built on county property down below the 911 Center. She plans to propose it at the next fire meeting.

- Letter received from Susan Ringer regarding the Preston Farmer’s Market. This will be added to the agenda for next week.

**Commissioners Comments**

At 10:15 a.m., there being no further business to come before the Commission, President Smith declared the Regular Session adjourned.

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*Commissioner*

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*Commissioner*

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*Commissioner*

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*02/27/2024*

