

**A G E N D A**  
**PRESTON COUNTY COMMISSION**  
**MARCH 5, 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** – Brandon, Kellee Personal Property 2023  
Poling, Kim & Abby Personal Property 2022  
Poling, Kim & Abby Personal Property 2023  
Samples, Jeremy S Personal Property 2023

**Apportionments** – None

**Recognition of Scheduled Appointments -**

9:31 a.m. Jessica Sell, ROC Congressional Affairs – Smart Community Initiative  
9:40 a.m. Kristy Ash, Preston County Chamber of Commerce – Funding Request  
9:45 a.m. Duane Hamilton, OEM/E911- Budget Revision  
9:50 a.m. Linda Huggins, County Clerk – Approval 2024 Primary Election Pollworker List

**Approval of Minutes** – February 13, 2024

**Estate Settlements List** – February 20, 2024 thru February 21, 2024  
ESTATE NAME: **LOYE A. GRAHAM**  
ESTATE NAME: **LORENA J. SYPOLT**  
ESTATE NAME: **JAMES T. WILES**

**Proceedings in Vacation/Clerk's Fiduciary Report** – February 22, 2024 through February 28, 2024

**Fiduciary Commissioner Report** – None

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

- A. Wade's World of Wonder—Letter of Support
- B. EMS Salary Adjustment
- C. McGrew House Lawn—Farmer's Market
- D. Farmland Protection Contribution
- E. Opioid Settlement Funds
  - i. CD Research

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

- A. Contract with Monitronics—Cameras for Sheriff's Office

**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
  - iii. Animal Shelter – Gutter Drain Project - Estimate
- B. ARPA Audit—FY 22-23
- 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 9:30 a.m., March 5, 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 County Clerk Linda Huggins.

The following persons registered their attendance during the meeting:

Nichole Larew	Deanna Lively	Kevin Likens
Jacob Martin-WV News	Debbie Shahan	LeDeana Teets
Jesse Hale	Duane Hamilton	Stephen L. Wotring
Pam Thomas-EMS	Shawna Knotts-EMS	Jennifer Wotring
Richard "Bo" Burnside	Kristy Ash-PC Chamber	Maggie DeWerd
Kelly C. Fike-TACAS-EMS	Melissa Hagedorn-BAS	Jessica Sell-ROC
Timberly Neidlinger-TACAS-EMS	Susan Anick-ROC	Mitchell Rusiecki BAS

**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.)

SYSTEM DATE	03/05/2024	COUNTY OF PRESTON	PAGE	1
REPORT DATE	03/05/2024	TRANSACTION EDIT LIST	TIME	7:05:27
FILES ID	W	BATCH NUMBER 0600	USER	WVPRMAR

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
			VENDOR NAME	ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME		POSTDATE
VC	20240600-001		0223	07273121300			02/23/2024	BC72	620.07
N	NA	.00	MON POWER	.00 ACCT #110 162 679 531	03/05/2024	02/23/2024	0223	MON POWER	P 03/2024
VC	20240600-002		1515	00541521100			02/27/2024	WM05	59.96
N	NA	.00	P.L. GRIMM	.00 REIMB-MAR 2024	03/05/2024	02/27/2024	1515	P.L. GRIMM	P 03/2024
VC	20240600-003		5823	00170022300			02/18/2024	AG01	8.79
N	NA	.00	BREEZELINE	.00 SERVICE	03/05/2024	02/18/2024	5823	BREEZELINE	P 03/2024
VC	20240600-004		3017	00170021102			02/16/2024	AG01	262.36
N	NA	.00	US CELLULAR	.00 ACCT #832451359	03/05/2024	02/16/2024	3017	US CELLULAR	P 03/2024
VC	20240600-005		0130	00541534100			03/01/2024	WM05	549.00
N	NA	.00	GENERAL COUNTY FUND	.00 MAR 2024 J&S	03/05/2024	03/01/2024	0130	GENERAL COUNTY FUND	P 03/2024
VC	20240600-006		5661	00140121900			03/01/2024	AG01	2500.00
N	01	.00	CGP DEVELOPMENT CO INC	.00 MAR 2024 RENT	03/05/2024	03/01/2024	5661	CGP DEVELOPMENT CO INC	P 03/2024
VC	20240600-007		4068	00198645900			03/05/2024	AG01	10436.00
N	NA	.00	BANK OF THE OZARKS	.00 LEASE PAYMENT	03/05/2024	03/05/2024	4068	BANK OF THE OZARKS	P 03/2024
VC	20240600-008		5985	00170021103			02/05/2024	AG01	2491.33
N	NA	.00	AT&T MOBILITY	.00 ACCT #287305512314	03/05/2024	02/05/2024	5985	AT&T MOBILITY	P 03/2024
VC	20240600-009		0280	00142034100			02/27/2024	AG01	246.67
N	NA	.00	CINTAS CORPORATION	.00 INV #4184624759	03/05/2024	02/27/2024	0280	CINTAS CORPORATION	P 03/2024
VC	20240600-010		0280	00142022500			02/27/2024	AG01	208.06
N	NA	.00	CINTAS CORPORATION	.00 INV #4184624759	03/05/2024	02/27/2024	0280	CINTAS CORPORATION	P 03/2024
VC	20240600-011		0280	00142034500			02/27/2024	AG01	12.08
N	NA	.00	CINTAS CORPORATION	.00 INV #4184624759	03/05/2024	02/27/2024	0280	CINTAS CORPORATION	P 03/2024
VC	20240600-012		5580	00140221900			02/21/2024	AG01	204.72
N	NA	.00	XEROX FINANCIAL	.00 COPIER LEASE	03/05/2024	02/21/2024	5580	XEROX FINANCIAL	P 03/2024

TYPE SEPARATE	TRANS-CHK	NUMBER BOX	P.O. NUMBER	VENDOR DISCOUNT-AMT	VENDOR LIQUIDATE-AMT	ACCOUNT NUMBER DESCRIPTION	PROJECT-TASK-COST INVOICE DUE-DATE DISCDATE	TRANDATE CHECK	CASH-CODE CHK-DATE	TRANS-AMOUNT SELECT	POSTDATE
VC	N	20240600-013	NA	.00	4896	00140221900 COPIER LEASE	03/05/2024 16153074	02/29/2024	AG01	P	750.00
						CO CLERK BLDG/EQ RENTS	03/05/2024 4896	02/29/2024	LEAF		03/2024
VC	N	20240600-014	N1	.00	4581	00371634100 INV #9023085499	03/05/2024 4581	02/26/2024	AS03	P	100.75
						DOG & KENNEL SUPPLIES			ZOETIS US LLC		03/2024
VC	N	20240600-015	NA	.00	4236	00371621900 PRINTS	03/05/2024 311642	02/23/2024	AS03	P	34.74
						DOG KENNEL BLDG/EQUIP REN	03/05/2024 4236		HART OFFICE SOLUTIONS		03/2024
VC	N	20240600-016	NA	.00	0296	00141234100 SUPPLIES	03/05/2024 37418089	02/27/2024	AG01	P	56.09
						CO AGENT MAT & SUPPLIES	03/05/2024 0296		QUILL CORP		03/2024
VC	N	20240600-017	NA	.00	0296	00141234100 SUPPLIES	03/05/2024 37441530	02/28/2024	AG01	P	56.09
						CO AGENT MAT & SUPPLIES	03/05/2024 0296		QUILL CORP		03/2024
VC	N	20240600-018	N1	.00	5507	00146023000 FEB 2024	03/05/2024 5507	02/26/2024	AG01	P	1926.85
						CO CLERK OPER-CONTRACT SE			AVENU INSIGHTS &		03/2024
VC	N	20240600-019	NA	.00	1033	00140621400 REIMB-CHARLESTON	03/05/2024 1033	02/28/2024	AG01	P	230.48
						ASSESSOR TRAVEL			CONNIE ERVIN		03/2024
VC	N	20240600-020	NA	.00	5736	07273136100 MONITORING	03/05/2024 5736	01/31/2024	BC72	P	1353.00
						CAM SYSTEMS/TRAC SOLUTION COMM CORR DRUG TEST			CAM SYSTEMS/TRAC SOLUTION		03/2024
VC	N	20240600-021	NA	.00	5747	07273136100 TESTING	03/05/2024 5747	03/01/2024	BC72	P	4800.00
						COMM CORR DRUG TEST			OPANS LLC		03/2024
VC	N	20240600-022	NA	.00	5189	00171721701 EQUIPMENT	03/05/2024 5189	02/15/2024	AG01	P	8189.67
						CENTRAL GARAGE-AFTERMARKE			BEARCOM		03/2024
VC	N	20240600-023	NA	.00	5189	00171721700 PARTS	03/05/2024 5189	02/19/2024	AG01	P	231.00
						CENTRAL GARAGE-M&R-AUTO			BEARCOM		03/2024
VC	N	20240600-024	NA	.00	0276	00771221500 SEPTIC SYSTEM PERMIT	03/05/2024 0276	11/29/2023	AE07	P	180.00
						E911 M&R BLDG & GRNDS			PRESTON CO HEALTH DEPT		03/2024

TYPE SEPARATE	TRANS-CHK	NUMBER BOX	P.O. NUMBER	VENDOR DISCOUNT-AMT	VENDOR LIQUIDATE-AMT	ACCOUNT NUMBER DESCRIPTION	PROJECT-TASK-COST INVOICE DUE-DATE DISCDATE	TRANDATE CHECK	CASH-CODE CHK-DATE	TRANS-AMOUNT SELECT	POSTDATE
VC	N	20240600-025	NA	.00	0336	00170423000 FEB 2024	03/05/2024 0336	03/04/2024	AG01	P	39570.64
						REG JAIL CONTRACT SERVICE			WV REGION JAIL AUTHORITY		03/2024
VC	N	20240600-026	NA	.00	2884	00140645900 HARD DRIVES	03/05/2024 2884	02/29/2024	AG01	P	115.00
						ASSESSOR CAP OUT/EQUIP			GLOBAL SCIENCE & TECH		03/2024
VC	N	20240600-027	NA	.00	2884	00140623000 MAR 2024	03/05/2024 2884	03/01/2024	AG01	P	756.00
						ASSESSOR CONTRACTED SERV			GLOBAL SCIENCE & TECH		03/2024
VC	N	20240600-028	NA	.00	0282	00171721700 JAN 2024	03/05/2024 0282	01/31/2024	AG01	P	972.00
						CENTRAL GARAGE-M&R-AUTO			PRESTON CO SENIOR		03/2024
VC	N	20240600-029	NA	.00	6017	00771221600 SUPPORT PLAN	03/05/2024 6017	03/01/2024	AE07	P	7966.95
						E911 M&R EQUIPMENT			SOUND COMMUNICATIONS INC		03/2024
VC	N	20240600-030	NA	.00	2559	00171622300 ACCT ID: PCAS	03/05/2024 2559	03/05/2024	AG01	P	50.00
						DOG WARDEN-PROF SERVICES			PINEVIEW VET. HOSPITAL		03/2024
VC	N	20240600-031	NA	.00	2559	00371622300 ACCT ID: PCAS	03/05/2024 2559	03/05/2024	AS03	P	10613.48
						DOG & KENNEL PROF SERV			PINEVIEW VET. HOSPITAL		03/2024
VC	N	20240600-032	NA	.00	0223	00140121302 ACCT #110 110 115 984	03/05/2024 0223	03/01/2024	AG01	P	279.00
						UTILITIES MON POWER			MON POWER		03/2024
VC	N	20240600-033	NA	.00	0223	00140121302 ACCT #110 083 937 554	03/05/2024 0223	02/22/2024	AG01	P	16.31
						UTILITIES MON POWER			MON POWER		03/2024
VC	N	20240600-034	N1	.00	4581	00371634100 INV #9023140077	03/05/2024 4581	03/01/2024	AS03	P	192.60
						DOG & KENNEL SUPPLIES			ZOETIS US LLC		03/2024
VC	N	20240600-035	NA	.00	5390	00142034100 SUPPLIES	03/05/2024 5390	02/28/2024	AG01	P	530.24
						CUSTODIAL MAT/SUPPLIES			TT&S SUPPLY INC		03/2024
VC	N	20240600-036	NA	.00	5778	00171721700 ACCT #632855	03/05/2024 5778	03/01/2024	AG01	P	1227.31
						CENTRAL GARAGE-M&R-AUTO			FLEETIO		03/2024

TYPE SEPARATE	TRANS-CHK	NUMBER BOX	P.O. NUMBER	VENDOR DISCOUNT-AMT	VENDOR LIQUIDATE-AMT	ACCOUNT NUMBER DESCRIPTION	PROJECT-TASK-COST INVOICE DUE-DATE DISCDATE	TRANDATE CHECK	CASH-CODE CHK-DATE	TRANS-AMOUNT SELECT	POSTDATE
VC	N	20240600-037	NA	.00	5845	20744256810 ARPA-RAW WATER PROJECT	03/05/2024 5845	03/05/2024	AR207	P	3775.00
						ARPA-PCSD#4			PRESTON CO PUBLIC SERVICE		03/2024
VC	N	20240600-038	NA	.00	5940	20744256822 ARPA-PHASE II SEWER IMPRO	03/05/2024 5940	03/05/2024	AR207	P	78500.00
						ARPA-P CO PUBLIC SERV DIS			PRESTON COUNTY PUBLIC		03/2024
VC	N	20240600-039	NA	.00	2425	20744256816 ARPA-WATER TOWER PROJECT	03/05/2024 2425	03/05/2024	AR207	P	16144.57
						ARPA-TOWN OF TERRA ALTA			TOWN OF TERRA ALTA		03/2024
VC	N	20240600-040	NA	.00	5957	20744256818 ARPA-SEWER PROJECT	03/05/2024 5957	03/05/2024	AR207	P	7776.31
						ARPA-TOWN OF REEDSVILLE			TOWN OF REEDSVILLE		03/2024
VC	N	20240600-041	NA	.00	4271	20744256806 ARPA-RAIL TRAIL LINEAR BK	03/05/2024 4271	03/05/2024	AR207	P	9345.00
						ARPA-PRESTON CO PARKS & R			PRESTON CO PARKS AND		03/2024
VC	N	20240600-042	NA	.00	4277	00140122601 CONT #WV-PR-039-24	03/05/2024 4277	03/02/2024	AG01	P	8897.00
						CO COMM INS WORKERS COMP			WVCORP		03/2024

TOTAL TRANSACTION AMOUNT 222235.12

WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371621900  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371622300  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371634100  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00541521100  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00541534100  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121300  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273136100  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256806  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256810  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256816  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256818  
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256822

List of invoices approved for payment  
 this 5th day of March, 2024  
 Int. *[Signature]*

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

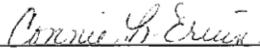
**Tax Correction List –**

Commissioner Stone moved to approve the Tax Correction List dtd March 5, 2024 as presented by Debbie Shahan, Deputy Assessor in the amount of \$768.90. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried. (See attached.)

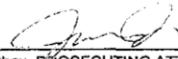
**TAX CORRECTION LIST**

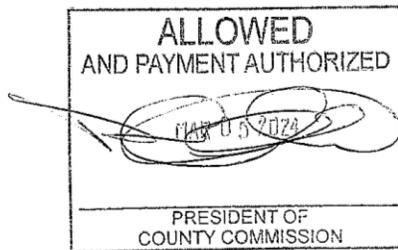
March 5, 2024

DIST	NAME	DESCRIPTION	REASON FOR EXONERATION	TICKET#	ACCT #	AMOUNT	YR	APPR	DENI
17	BRANDON KELLEEE	Personal Property	Double assessed under acct 1076631	312556	0024164	\$ 284.74	2023		
06	POLING KIM & ABBY	Personal Property	Taxpayer error - Did not own 17 Dodge Ram 7/01/21	307343	00253936	\$ 271.68	2022		
06	POLING KIM & ABBY	Personal Property	Taxpayer error - Did not own 17 Dodge Ram 7/01/22	307379	00253936	\$ 53.12	2023		
06	SAMPLES JEREMY S	Personal Property	14 Audi Mill exempt for 23	307479	00265114	\$ 159.36	2023		

  
 Connie R. Ervin, ASSESSOR  
 (submitted for the taxpayer by)

TOTAL: \$ 768.90

  
 Jay Shay, PROSECUTING ATTORNEY  
 (received notice)



**Apportionments –None**

**Recognition of Scheduled Appointments –**

9:31 a.m. Jessica Sell, ROC Congressional Affairs – Smart Community Initiative

Jessica Sell, VP of Congressional Affairs and Community Outreach, a Denver based company based in WV and Russ Guzek, Sr. VP spoke about the Smart Community Initiative that helps keep kids safe, supplements local law enforcement with safety and security measures using computer vision. Their company is a software company that builds algorithms to make existing infrastructure smart.

They are currently in Marion, Putnam, Doddridge, and Taylor Counties. The Commission is open to additional conversation.

9:40 a.m. Kristy Ash, Preston County Chamber of Commerce – Funding Request

This request is for \$4,500 to fund the Preston County Day at the Legislature. Commissioner Smith advised this request will be considered during budget deliberations that will begin next week. (See attached.)

On behalf of the Preston County Chamber of Commerce, I’ve come before you today with a request for funding of the 2025 Preston County Day at the Legislature.

The Chamber is a non-profit, member-driven organization. We receive no county, state or federal funding. We rely solely on member dues and fundraising. Like most non-profits, we have a very small budget. Taking our small budget into consideration, coordinating an event like Preston County Day, which this year cost over \$4,200.00, can have a big impact on our finances. By joining with the WV Association of Counties for the evening reception, we were able to cut the budget for this year’s event by \$1,000.00. Also, we were fortunate this year to secure sponsorships in the amount of \$2,900.00, leaving the Chamber with expenses totaling \$1,300.00. Please keep in mind that the \$4,200 doesn’t include the time spent preparing and coordinating this event.

It is my understanding that the Preston County Commission was part of the initial groups who organized this event in 2012, for the purpose of showcasing our businesses and organization and to give the opportunity for these same leaders to voice their concerns to the decision makers in Charleston. At that time, the Preston County EDA was responsible for coordinating the event. The EDA does receive county funding, so while this was still a huge event to coordinate, there was funding already in place to cover all expenses. So, while the Chamber is happy to coordinate Preston County Day, we would appreciate the same financial support that was given prior to us taking over the event.

Some of you may be asking yourself if this event is beneficial to our businesses, organizations and the community. According to a survey that was conducted with the delegation that attended this year's event, this day at the legislature is very beneficial. Susan Riddle with Visit Mountaineer Country CVB commented, "Preston County Day provides an invaluable opportunity for area leadership and industry representatives to engage directly with state legislators, exchanging insights, ideas and concerns that are crucial for informed decision making and effective policy development. Face to face interactions remain essential for building trust, fostering relationships, and driving meaningful progress."

I've included the survey results for your review along with several letters in support of Preston County Day from Preston County businesses and organizations.

Comments like, "The event gives us the opportunity to highlight our organizations to those around the state." "At the event, we were able to connect with two individuals who we had not been able to contact with via email or phone," Our state department actually sent 5 people to the Capitol this year." "Several legislators commented on how Preston County Day always has informative displays in addition to the buckwheat breakfast." "They are impressed with how the entire community is represented." "I think there is something to be said when over 50 people from Preston County travel over 2 hours to go and display the passion, love and dedication they have for our country." "During our meeting with Secretary Carmichael, he commented on how great it was to see so many Prestonians in Charleston." Tim Davis with Bionic tire commented in a meeting recently that by attending the 2023 Preston County Day at the Legislature he was given the opportunity to speak to key people, like Mitch Carmichael, which helped him progress his business plans to where they are today.

At this year's event, we had 10 businesses displaying in the Senate Lobby, over 50 business professionals, elected officials and Preston County citizens in attendance. Our delegation was recognized in the Senate Chambers, our photo was taken, our resolution was read and accepted and the Chamber's Vice President, Steve Wotring, was able to deliver a beautiful invocation. We met with important decision makers including Secretary Mitch Carmichael, Senator Glen Jeffries, representatives from Attorney General Morrissey's office and Senator Mike Woelfel's office along with representatives from the WV Tourism office. Our delegation also had the opportunity to meet with our local legislators to discuss their concerns. Issues like the lack of childcare facilities, funding for small business, economic development, the drug epidemic and tourism were all addressed.

We served over 500 people a traditional Preston County Buckwheat Cake breakfast. We were able to give five of Preston High's Pro Start students the opportunity to experience preparing, making and serving a meal to a large crowd along with the opportunity to visit the Capitol, the museum and to be recognized in the Senate Chambers. The buckwheat cake breakfast is a big part of the total cost to coordinate Preston County Day, however, this has become a tradition and contributes to the overall success of the day.

In closing, we feel that networking with and being in front of the decision makers in Charleston is vitally important to our members, business owners and the community. We are requesting that you allocate funding in the 2025 budget to cover all costs related to Preston County Day at the Legislature, so that our business leaders and the community can continue to benefit from the connections made during this important annual event.

9:45 a.m. Duane Hamilton, OEM/E911 – Budget Revision

Commissioner Thomas moved to approve the budget revision for 911 as presented by Duane Hamilton. 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**

March 5, 2024

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

Re: BUDGET REVISION

Decrease: 007-712-459 \$8,000.00

Increase: 007-712-216 \$8,000.00

Reason: Recorder Maintenance

Thank You,

  
Duane Hamilton



9:50 a.m. Linda Huggins, County Clerk – Approval 2024 Primary Election Pollworker List

Commissioner Thomas moved to approve the 2024 Primary Election Appointment of Pollworkers List. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

### Approval of Minutes – February 13, 2024

Commissioner Stone moved to approve the Minutes of February 13, 2024. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried.

### Estate Settlements – February 20, 2024 thru February 21, 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 02/20/2024 thru 02/21/2024 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, March 5, 2024.

ESTATE NUMBER: **3632**  
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement  
SETTLEMENT RECORDED: February 20, 2024  
ESTATE NAME: **LOYE A. GRAHAM**  
EXECUTRIX DBN: **KARAN K. GRAHAM**

ESTATE NUMBER: **4645**  
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement  
SETTLEMENT RECORDED: February 20, 2024  
ESTATE NAME: **LORENA J. SYPOLT**  
EXECUTRIX: **REBECCA L. ROBINSON**

ESTATE NUMBER: **4635**  
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement  
SETTLEMENT RECORDED: February 21, 2024  
ESTATE NAME: **JAMES T. WILES**  
ADMINISTRATRIX: **BRITTANY KELLY**

Subscribed and sworn to before me on 02/28/2024.

*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 22, 2024 through February 28, 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 22, 2024 thru February 28, 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 22, 2024, through Wednesday, February 28, 2024

The County Commission of Preston County this 5<sup>th</sup> day of March, 2034 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 22, 2024, the following matters were disposed of in the presence of the Clerk:**

The said estate of **CHRISTINE CROUCHER**, deceased was referred to **HILARY BRIGHT**, a FIDUCIARY COMMISSIONER for the Preston County Commission, for settlement thereof.

The last will and testament of **BERNICE CATHERINE MANKINS**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**DOROTHY L. WILLIAMS**, who was named in the last will and testament of **BERNICE CATHERINE MANKINS**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

**On, Friday, February 23, 2024, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **JOHN H. DALEY**, 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.

**SUSANNE DALEY**, was named as SUCCESSOR thereof, qualified as such. No bond was required.

The last will and testament of **JON MAX MILLER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**STEVEN WALTON MILLER**, who was named in the last will and testament of **JON MAX MILLER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

**On, Monday, February 26, 2024, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **LOWELL T. LAREW**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**MARJORIE J. LAREW**, who was named in the last will and testament of **LOWELL T. LAREW**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **RAYMOND ROSCOE GIBSON**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**SANDRA K. GIBSON**, who was named in the last will and testament of **RAYMOND ROSCOE GIBSON**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

**On, Tuesday, February 27, 2024, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **JOHN EDWIN SNYDER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**DARLENE BOWINS SNYDER**, who was named in the last will and testament of **JOHN EDWIN SNYDER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Subscribed and sworn to before me on 02/28/2024.

*Linda Huggins*

Clerk of the Preston County Commission

By:

*Ashley Cole*

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. Wade’s World of Wonder – Letter of Support**

Commissioner Stone moved to approve both Letters of Support to Senator Manchin and Senator Capito for potential Congressional Directed Spending for Wade’s World of Wonder. 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**

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



March 5, 2024

Senator Joe Manchin  
900 Pennsylvania Avenue, Suite 629  
Charleston, WV 25302

Dear Senator Manchin,

I am writing this letter in strong support of the Congressionally Directed Spending request submitted by Preston County Parks & Recreation for funding in the FY 2025 budget. As President of the Preston County Commission, I have had the opportunity to witness firsthand the invaluable impact that Preston County Parks & Recreation has had on our community towards improving the health, wellness, and quality of life for all of the county’s residents.

Preston County Parks & Recreation plays a critical role in developing recreational programs and public spaces for those who live in or visit Preston County. Through their innovative programs and dedicated efforts, they have consistently demonstrated a commitment to developing recreation opportunities that are accessible to people of all ages and abilities. The proposed funding would enable them to build the Wade’s World of Wonder Playground and finally give our county its first fully inclusive and accessible intergenerational public park.

I believe that investing in Preston County Parks & Recreation is not only a wise use of taxpayer dollars but also an essential step towards guaranteeing recreation access for diverse user groups and expanding access for our rural communities who have historically lacked convenient recreation opportunities. Their work aligns closely with the priorities of our community and this project in particular will give residents access to the benefits of inclusive, multigenerational play for both children and adults.

Furthermore, Preston County Parks & Recreation has a proven track record of fiscal responsibility and transparency. They have consistently demonstrated their ability to effectively manage resources and deliver results in a timely manner. I am confident that any funds allocated to them will be used efficiently and effectively to achieve the intended objectives.

In conclusion, I urge you to give serious consideration to this funding request from Preston County Parks & Recreation. The work they do is vital to our community, and the proposed funding would allow them to continue making a positive impact for years to come. Please do not hesitate to reach out to me if you require any further information or clarification regarding this request.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Don Smith", is written over a horizontal line.

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)

PRESTON COUNTY COMMISSION



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

March 5, 2024

Senator Shelley Moore Capito  
500 Virginia Street East, Suite 950  
Charleston, WV 25301

Dear Senator Capito,

I am writing this letter in strong support of the Congressionally Directed Spending request submitted by Preston County Parks & Recreation for funding in the FY 2025 budget. As President of the Preston County Commission, I have had the opportunity to witness firsthand the invaluable impact that Preston County Parks & Recreation has had on our community towards improving the health, wellness, and quality of life for all of the county's residents.

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B. EMS Salary Adjustment

Commissioner Stone advised that the Salary Enhancement Funds have been received by the County on or about February 9, 2024.

The commissioners agreed that the EMS Service Contract needs put in place before any funds are dispersed.

There was discussion regarding the language of the code being very vague. Administrator Raybeck read directly from the code 16-4C-25A that the fund was established to support/supplement the salaries or provide crisis response for County Emergency Medical Services. Crisis response is defined as however the EMS Association defines crisis. The goal is for retention.

A Special Session was scheduled for Thursday, March 14, 2024 at 10:30 a.m. to work on the draft and potentially take official action.

C. McGrew House Lawn – Farmer's Market

Commissioner Stone moved to approve the use of the McGrew House Lawn for the County Seat Farmers Market beginning May 18<sup>th</sup> and running thru October, 2024 based on the vendors growing season. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried. (See attached.)

1301 Bolyard Road  
Bruceton Mills, WV 26525  
February 26, 2024

Preston County Commission  
106 West Main Street, Ste. 202  
Kingwood, WV 26537  
Via email [awhetsell@prestoncountywv.gov](mailto:awhetsell@prestoncountywv.gov)

Dear Commissioners,

My husband and I are taking over the administration of the County Seat Farmers Market. I am writing to request the use of the McGrew House grounds for the setup of the market again this season. I have spoken with a representative of the McGrew Society, and they do not object to the market operating on the McGrew House grounds again this year.

We intend to operate the market on Saturday mornings starting at 9 a.m. We will close the market at either 11 a.m. or noon depending on vendor preference. We would also like to potentially operate the market on Tuesday evenings, again depending on vendor preference. This year, we would like to operate the market starting May 18, if we have vendors ready, and would like to continue the market through October based on our vendors' growing season. Of course, we do not intend to operate the market on the week of the Buckwheat Festival.

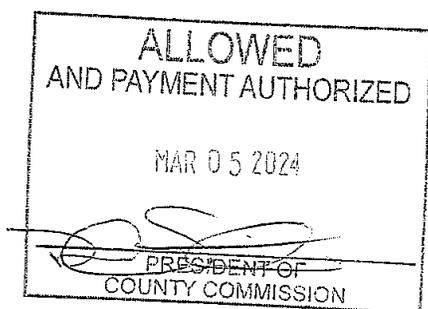
I have also been informed that insurance for the market will be provided again this year through Main Street Kingwood. I have not received any documentation of this but have been told that I should be receiving it this week. As soon as I receive this documentation, I can forward it to you. If something happens and insurance through Main Street Kingwood should fall through, we will obtain other insurance with the commission listed as a secondary insured and provide the documentation to you.

If you should have any further questions or need any further information from us, you can reach us at 304-282-3975. Thank you for your consideration.

Sincerely,



Susan G. Ringer



#### D. Farmland Protection Contribution

There was question as to whether the commission could fund the \$500.00 request for food for a Farmland Protection Program dinner. No motion was made. The topic was moved to next week's agenda.

#### E. Opioid Settlement Funds

##### i. CD Research

Looking at a 6-month Certificate of Deposit with Clear Mountain Bank at a rate of 5.10%. There was question regarding waiving penalty fees for early withdrawal. This will be added to next week's agenda.

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

##### A. Contract with Monitronics – Cameras for Sheriff's Office

Commissioner Thomas moved to enter into a contract with Monitronics in the amount of \$1,948.53 for the purchase of the camera dome intensifier 2.8 to 12mm advanced NDAA installation and camera products and authorize the President of the Preston County Commission to sign. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried. (See attached.)

SYSTEM MODIFICATION AUTHORIZATION

BH Security, LLC (f/k/a Monitronics International, Inc.) (the "Company"), 1661 Old Philadelphia Pike, Suite A Lancaster, PA 17602. Call 877-877-0345.

DATE 2/14/2024 CUSTOMER # 83360 CONTRACT # 25788 JOB/Work Order #

SITE NAME: Preston County Sheriff Department
SITE ADDRESS: 103 W Main St Kingwood, WV 26537
BILLING NAME: Preston County Commission
BILLING ADDRESS: 106 W Main St Ste 202 Kingwood, WV 26537

You are hereby authorized to perform the following specifically described system modification:

- Checked boxes for Sale, Repair Service T & M, and Inspection Service. Other options like Install, Lease, and Equipment Sale are unchecked.

Estimated Installation Start Date 2/14/2024 Estimated Installation Completion Date 2/29/2024

ADDITIONAL CHARGE FOR ABOVE MODIFICATION: \$ 1,948.53 plus applicable sales tax. Customer P.O.#

Installation Fee: (a) \$ 1,948.53 Upon Signing this Agreement Deposit Amount: \$ 0.00
(b) \$ 0.00 Additional Per Month for the service(s) listed below;

The Customer agrees to pay the Company the above charges. This System Modification Authorization modifies the original agreement between the Company and the Customer (the "Agreement"). All of the terms and conditions of the Agreement remain in full force and effect, except to the extent specifically modified by this System Modification Authorization.

Customer-Provided Equipment. In order to provide installation or repair service, Company may require the use of certain tools or equipment (such as lifts, tow motors, bucket trucks, scaffolding, etc.). It is Company's standard practice to secure the tools and equipment required to complete each installation or repair service, which may include renting tools or equipment, to the extent necessary. Customer is responsible for all costs associated with procuring and renting such equipment as set forth in a Statement of Work. Customer may request that Company use any tool or equipment of Customer ("Customer-Provided Equipment"), however, Company is in no way obligated to use any Customer-Provided Equipment. In the event Company agrees to use any Customer-Provided Equipment, Customer shall be solely responsible for providing the Customer-Provided Equipment as agreed between Customer and Company. Customer represents and warrants that any Customer-Provided Equipment is in good working order, up to date on all required maintenance, can be safely operated, and is current on any and all required inspections. Customer further represents the Customer-Provided Equipment will be made available to Company, without restriction, at the time and place as agreed between Customer and Company. Company has no responsibility for the condition or repair of any Customer-Provided Equipment and is not responsible or liable for any loss, impairment, or condition of the Customer-Provided Equipment. Should Company determine, in its sole and exclusive discretion, that any Customer-Provided Equipment is unsafe, unavailable, or otherwise not appropriate for or able to fulfill the necessary function, Company may immediately halt the installation or repair service and require Customer to reschedule to a later date. In addition to all fees and charges associated with the originally-scheduled appointment, Customer will be responsible for any additional fees or charges incurred as a result of rescheduling.

CUSTOMER SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS COMPANY, ITS REPRESENTATIVES, EMPLOYEES, CONTRACTORS, AND AFFILIATES FROM ANY AGAINST ANY AND ALL CLAIMS, ACTIONS PROCEEDINGS, LOSSES, PENALTIES, DAMAGES, COSTS AND EXPENSES (INCLUDING BUT NOT LIMITED TO REASONABLE ATTORNEYS' FEES) ARISING OUT OF OR IN CONNECTION WITH COMPANY'S USE OF ANY CUSTOMER-PROVIDED EQUIPMENT. The foregoing indemnification is in addition to and shall not limit any other indemnification set forth in the Agreement.

CUSTOMER UNDERSTANDS THAT COMPANY SHALL PERFORM THE WORK AND/OR SERVICES IN ACCORDANCE WITH THE INSTRUCTIONS PROVIDED BY CUSTOMER AS OUTLINED HEREIN. IT IS CUSTOMER'S RESPONSIBILITY TO PROMPTLY NOTIFY COMPANY OF ANY CHANGES OR UPDATES IN THE INSTRUCTIONS CONTAINED HEREIN, INCLUDING ANY CONDITION, INFORMATION, OR OTHER CHANGE TO CUSTOMER'S SYSTEM, SITE, OR CIRCUMSTANCE WHICH MAY HAVE AN EFFECT ON COMPANY'S PERFORMANCE OF THE MONITORING SERVICES. ANY CHANGES OR UPDATES SHALL BECOME EFFECTIVE ONLY WHEN REDUCED TO WRITING AND SIGNED BY BOTH PARTIES.

Date 3/5/24 Customer's Signature [Handwritten Signature]

Sales Representative: Frank Danko Date 2/14/2024

Authorized Company Representative: [Handwritten Signature]

BH Security, LLC, P.O. Box 814530, Dallas, TX 75381; License information available at https://brinkshome.com/about-us/licensing or by calling 800.628.6093. AL: 009, Complaints against licensees may be directed to the Alabama Electronic Security Board of Licensure, 7956 Vaughn Rd, Montgomery 36116, (334) 264-9388; AR: CMPY-0002746 Regulated by: Dept. of Arkansas State Police, 1 State Police Plaza Dr., Little Rock, AR: 72209, 501-618-8600; CA: ACO788 Alarm Company Operators are licensed and regulated by the Bureau of Security & Investigative Services, Dept. of Consumer Affairs, Sacramento, CA 95814; CT: HIC.0670644; DE: FAL-0372 / CSRS.L-0068; FL: EG13000528; GA: LVA206124; LVU406847; IA: AS-3419, AS-3420, C122255; IL: 127.000918; MD: 22PLJ-SS15250; MI: 3691301095, 8002000134; NC: Licensed by the Alarm Systems Licensing Board of the State of North Carolina, 3101 Industrial Drive Suite 104 Raleigh, North Carolina 27603, BPN 008691P1M, SP.FA.LV.36167; NJ: 124 Halsey Street Newark, New Jersey 07102, Burg & Fire Business license 34BF0065700; NY: 12000330683 Licensed by NYS Dept. of State; OR: 7055; PA: Pennsylvania Home Improvement Contractor Registration Number: PA133864; RI: 2311; SC: BAC.13690, FAC.13659; TN: 448; TX: ACR-1937157, B07727, TX Dept of Public Safety Regulatory Services Division 5806 Guadalupe Street Austin TX 78752; UT: 297872-6591; VA: 11-15156, 2705179325 Class A Contractor Classification ESC and FAS; WA: BRINKHS823LL, BRINKHS820K5; WV: WV060670 ng. 1

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

Commissioner Stone made a motion to approve the change order from Panhandle Cleaning and Restoration and authorize the President to sign in the amount of \$934.12. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried. (See attached.)



C. Budget Revisions

See budget revision above under 9:45 a.m. for Duane Hamilton OEM/E911.

D. Miscellaneous Correspondence

Received the certification of valuation from the Assessor to allow work to begin on carry over.

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

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

**Information**

A. Miscellaneous Correspondence

**Commissioners Comments**

At 10:49 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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*03/05/2024*

