

A G E N D A

PRESTON COUNTY COMMISSION JULY 9, 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 – No Appointments at this time

Approval of Minutes – June 18, 2024

Estate Settlements List – June 24, 2024 thru June 26, 2024

ESTATE NAME: BARBARA J. BANISTER

ESTATE NAME: THELMA A. DEWITT

ESTATE NAME: JAMES FREDERICK HENLINE, JR.

ESTATE NAME: MARK EDWARD READD

Proceedings in Vacation/Clerk's Fiduciary Report – June 27 through July 3, 2024

Fiduciary Commissioner Report – None

Old Business – Consideration and/or action

New Business – Consideration and/or action

Courthouse Reconfiguration Project Update-Consideration and/or action

A. Update from Facilities Supervisor

County Administrator's Report – Consideration and/or action

A. Coal Severance Carryover 24-25

B. Discussion of Procedure for Setting Additional Holidays

C. Budget Revisions

D. Miscellaneous Correspondence

Personnel Matters- Consideration and/or action

A. Executive Session

Legal Matters- Consideration and/or action

A. Executive Session

Information

Commissioners' Comments

STATE OF WEST VIRGINIA, COUNTY OF PRESTON, Ss:

The Preston County Commission met in Regular Session at 9:30 a.m., July 9, 2024 in the County Commission Meeting room.

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

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

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
WARNING: INVOICE NUMBER EXISTS MORE THAN ONCE IN THIS BATCH FOR SPECIFIED VENDOR									
VC	20240750-025		4812	00771222300		0033-24	05/23/2024	AE07	600.00
N	NA	.00	.00	SERVICE TOWERS SERVICES	06/30/2024	05/23/2024			P
				PREMIER CONSTRUCTION					06/2024
WARNING: INVOICE NUMBER EXISTS MORE THAN ONCE IN THIS BATCH FOR SPECIFIED VENDOR									
VC	20240750-026		4021	00771221600		2306509	06/30/2024	AE07	64.00
N	NA	.00	.00	ACCT #500103	06/30/2024	06/30/2024			P
				AQUA FILTER FRESH INC	4021				06/2024
VC	20240750-027		4836	00171122200			06/30/2024	AG01	13.65
N	NA	.00	.00	SERVICE	06/30/2024	06/30/2024			P
				LANGUAGE LINE SERVICES	4836				06/2024
VC	20240750-028		5648	00140234100			07/06/2021	AG01	61.17
N	NA	.00	.00	WATER	06/30/2024	07/06/2021			F
				CRYSTAL SPRINGS	5648				06/2024
VC	20240750-029		4009	00173136021		8959294	05/08/2024	AG01	74.65
N	NA	.00	.00	WORKBOOKS	06/30/2024	05/08/2024			P
				HAZELDEN	4009				06/2024
VC	20240750-030		5941	07273136100			06/30/2024	BC72	262.50
N	NA	.00	.00	TESTING	06/30/2024	06/30/2024			F
				Q LABS INC	5941				06/2024
VC	20240750-031		5941	07273136100			06/30/2024	BC72	542.00
N	NA	.00	.00	TESTING	06/30/2024	06/30/2024			F
				Q LABS INC	5941				06/2024
VC	20240750-032		5941	07273136100			05/31/2024	BC72	1800.00
N	NA	.00	.00	TESTING	06/30/2024	05/31/2024			F
				Q LABS INC	5941				06/2024
VC	20240750-033		5747	07273136100		55801	07/01/2024	BC72	3000.00
N	NA	.00	.00	TESTING	06/30/2024	07/01/2024			F
				OPANS LLC	5747				06/2024
VC	20240750-034		5447	07273121900		155150	06/30/2024	BC72	47.18
N	NA	.00	.00	PRINTS	06/30/2024	06/30/2024			F
				JUSTTECH LLC	5447				06/2024
VC	20240750-035		5872	00173136021			06/30/2024	AG01	2095.65
N	NA	.00	.00	SUPPLIES	06/30/2024	06/30/2024			F
				AMAZON CAPITAL SERVICES	5872				06/2024
VC	20240750-036		0223	07273121300			06/26/2024	BC72	230.34
N	NA	.00	.00	ACCT #110 162 679 531	06/30/2024	06/26/2024			F
				MON POWER	0223				06/2024

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	20240750-037		3765	00173134121			06/08/2024	AG01	38.47
N	NA	.00	.00	SUPPLIES	06/30/2024	06/08/2024			F
				CLEAR MOUNTAIN BANK	3765				06/2024
VC	20240750-038		3765	07273121800			06/13/2024	BC72	4.70
N	NA	.00	.00	POSTAGE	06/30/2024	06/13/2024			F
				CLEAR MOUNTAIN BANK	3765				06/2024
VC	20240750-039		5778	00171721700			07/01/2024	AG01	381.25
N	NA	.00	.00	ACCT #632855	06/30/2024	07/01/2024			F
				FLEETIO	5778				06/2024

TOTAL TRANSACTION AMOUNT 100282.58

WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00142022500
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00142034100
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00181334100
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00870521900
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121300
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121800
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121900
 WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273136100

List of invoices approved for payment
 this 9th day of July, 2024
 Int. *[Signature]*

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	20240751-001		4068	00198645900			08/02/2024	AG01	10436.00
N	NA	.00	.00	LEASE PAYMENT	07/09/2024	08/02/2024			F
				BANK OF THE OZARKS	4068				07/2024
VC	20240751-002		3247	00142021500			07/03/2024	AG01	225.00
N	N1	.00	.00	MOWING	07/09/2024	07/03/2024			F
				HOY C WILES	3247				07/2024
VC	20240751-003		1238	20744256820			07/09/2024	AR207	91400.00
N	NA	.00	.00	CIVIC CTR CEILING REPLACEM	07/09/2024	07/09/2024			F
				KINGWOOD PARKS RECREATION	1238				07/2024
VC	20240751-004		4277	00140122600		111678	07/01/2024	AG01	105.00
N	NA	.00	.00	GEN LIABILITY	07/09/2024	07/01/2024			F
				WVCORP	4277				07/2024
VC	20240751-005		5867	00142023000		3130818	06/01/2024	AG01	398.86
N	NA	.00	.00	SERVICES	07/09/2024	06/01/2024			F
				MONITRONICS	5867				07/2024
VC	20240751-006		5867	00142023000		3130820	06/01/2024	AG01	7266.52
N	NA	.00	.00	SERVICES	07/09/2024	06/01/2024			F
				MONITRONICS	5867				07/2024
VC	20240751-007		5867	00142023000		3130819	06/01/2024	AG01	66.52
N	NA	.00	.00	SERVICES	07/09/2024	06/01/2024			F
				MONITRONICS	5867				07/2024
VC	20240751-008		4929	00140522000			06/24/2024	AG01	100.00
N	NA	.00	.00	RENEWAL/ACCT #120003	07/09/2024	06/24/2024			F
				WV NEWS	4929				07/2024
VC	20240751-009		1157	00141321200			06/28/2024	AG01	1577.12
N	NA	.00	.00	INV #CD2094315	07/09/2024	06/28/2024			F
				ES&S	1157				07/2024
VC	20240751-010		4581	00371634100			07/01/2024	AS03	357.90
N	N1	.00	.00	INV #9024470795	07/09/2024	07/01/2024			F
				ZOETIS US LLC	4581				07/2024
VC	20240751-011		1301	00171721900			07/19/2024	AG01	734.42
N	NA	.00	.00	ACCT #00 05054	07/09/2024	07/19/2024			F
				CLEAR MOUNTAIN BANK	1301				07/2024
VC	20240751-012		1301	00171721900			07/09/2024	AG01	698.92
N	NA	.00	.00	LOAN #910006190	07/09/2024	07/09/2024			F
				CLEAR MOUNTAIN BANK	1301				07/2024

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 POSTDATE
		VENDOR NAME		ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME		
VC	20240751-013		5189	00771221600		5752767	07/02/2024	AE07	3415.00
N	NA	BEARCOM	.00	JULY 2024	07/09/2024	07/02/2024	BEARCOM		07/2024
				E911 M&R EQUIPMENT	5189				
VC	20240751-014		5300	00771221101		741425	07/01/2024	AE07	499.99
N	NA	PRODIGI	.00	ACCT #01000986	07/09/2024	07/01/2024	PRODIGI		07/2024
				E-911 TELEPHONE-PRODIGI	5300				
VC	20240751-015		5300	00140121101		742358	07/01/2024	AG01	4644.33
N	NA	PRODIGI	.00	ACCT #DC300285	07/09/2024	07/01/2024	PRODIGI		07/2024
				CO COMM TELEPHONE-PRODIGI	5300				
VC	20240751-016		5661	07273121900		613	07/01/2024	BC72	1750.00
N	01	CGP DEVELOPMENT CO INC	.00	RENT	07/09/2024	07/01/2024	CGP DEVELOPMENT CO INC		07/2024
				COMM CORR-RENT	5661				
VC	20240751-017		5286	00171721900			07/03/2024	AG01	300.96
N	NA	ENTERPRISE FM TRUST	.00	LEASE PAYMENTS	07/09/2024	07/03/2024	ENTERPRISE FM TRUST		07/2024
				EQUIPMENT-LEASE	5286				
VC	20240751-018		5286	00171721900			07/03/2024	AG01	4810.06
N	NA	ENTERPRISE FM TRUST	.00	LEASE PAYMENTS	07/09/2024	07/03/2024	ENTERPRISE FM TRUST		07/2024
				EQUIPMENT-LEASE	5286				

TOTAL TRANSACTION AMOUNT 128786.60

WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371634100
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121900
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256820

List of invoices approved for payment
 this 24th day of July, 2024
 Int. *Standa Neugebauer*

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 POSTDATE
		VENDOR NAME		ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME		
VR	20240761-001		6029	00170023300		06/03/2024	AG01		25.00
N	NA	REVEAL BY TACTACAM	.00	SERVICE	06/25/2024	06/03/2024	US BANK		06/2024
				LAW ENFORCE-INVEST. EXP.	5916				
VR	20240761-002		5365	00170034100		06/03/2024	AG01		3465.00
N	NA	AMMOMAN	.00	AMMO	06/25/2024	06/03/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-003		4092	00170034100		06/04/2024	AG01		124.00
N	NA	AMAZON	.00	INK CARTRIDGE	06/25/2024	06/04/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-004		4081	00170023300		06/05/2024	AG01		18.40
N	NA	USPS	.00	POSTAGE	06/25/2024	06/05/2024	US BANK		06/2024
				LAW ENFORCE-INVEST. EXP.	5916				
VR	20240761-005		4092	00170034100		06/05/2024	AG01		31.34
N	NA	AMAZON	.00	DIVIDER TABS	06/25/2024	06/05/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-006		4092	00170034100		06/05/2024	AG01		37.01
N	NA	AMAZON	.00	CD MAILERS	06/25/2024	06/05/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-007		4092	00140434100		06/05/2024	AG01		12.99
N	NA	AMAZON	.00	RUBBER BANDS	06/25/2024	06/05/2024	US BANK		06/2024
				TAX DEPART MAT/SUPPLIES	5916				
VR	20240761-008		4092	00140434100		06/06/2024	AG01		4.99
N	NA	AMAZON	.00	PENS	06/25/2024	06/06/2024	US BANK		06/2024
				TAX DEPART MAT/SUPPLIES	5916				
VR	20240761-009		2884	00170034100		06/06/2024	AG01		28.84
N	NA	GLOBAL SCIENCE & TECH	.00	NOTARY STAMP	06/25/2024	06/06/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-010		4092	00173622100		06/06/2024	AG01		49.65
N	NA	AMAZON	.00	TRAINING COLLAR	06/25/2024	06/06/2024	US BANK		06/2024
				K9 TRAIN & EDUCATION	5916				
VR	20240761-011		3789	00170022200		06/07/2024	AG01		63.60
N	NA	SAM'S CLUB	.00	MEMBERSHIP	06/25/2024	06/07/2024	US BANK		06/2024
				LAW ENFORCE DUES/SUBSCRIP	5916				
VR	20240761-012		0340	00173634100		06/06/2024	AG01		718.00
N	NA	STREETS STORE	.00	DOG KENNELS	06/25/2024	06/06/2024	US BANK		06/2024
				K-9 MAT & SUPPLIES	5916				

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 POSTDATE
		VENDOR NAME		ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME		
VR	20240761-013		4092	00140434100		06/07/2024	AG01		53.80
N	NA	AMAZON	.00	TAPE	06/25/2024	06/07/2024	US BANK		06/2024
				TAX DEPART MAT/SUPPLIES	5916				
VR	20240761-014		4092	00170034100		06/07/2024	AG01		22.28
N	NA	AMAZON	.00	NOTES	06/25/2024	06/07/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-015		6047	00170022100		06/11/2024	AG01		199.00
N	NA	KTS LAW ENFORCEMENT	.00	TRAINING	06/25/2024	06/11/2024	US BANK		06/2024
				LAW ENFORCE TRAIN/EDUC	5916				
VR	20240761-016		4759	00173622200		06/13/2024	AG01		50.00
N	NA	NAPWDA	.00	DUES	06/25/2024	06/13/2024	US BANK		06/2024
				K-9 UNIT-DUES & SUBSCRIP	5916				
VR	20240761-017		6048	00173622100		06/12/2024	AG01		140.00
N	NA	PACKTRACK	.00	DUES	06/25/2024	06/12/2024	US BANK		06/2024
				K9 TRAIN & EDUCATION	5916				
VR	20240761-018		4092	00142022301		06/14/2024	AG01		389.74
N	NA	AMAZON	.00	SUPPLIES	06/25/2024	06/14/2024	US BANK		06/2024
				PROFESSIONAL SERV-FLOOD D	5916				
VR	20240761-019		1739	00142022301		06/18/2024	AG01		493.36
N	NA	WALMART	.00	BLINDS,TV & MOUNT	06/25/2024	06/18/2024	US BANK		06/2024
				PROFESSIONAL SERV-FLOOD D	5916				
VR	20240761-020		4092	00142022301		06/18/2024	AG01		1312.78
N	NA	AMAZON	.00	SHREDDER,OIL,CHAIR	06/25/2024	06/18/2024	US BANK		06/2024
				PROFESSIONAL SERV-FLOOD D	5916				
VR	20240761-021		4092	00170034100		06/18/2024	AG01		33.66
N	NA	AMAZON	.00	LEGAL PADS	06/25/2024	06/18/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-022		4092	00170034100		06/20/2024	AG01		23.83
N	NA	AMAZON	.00	SUPPLIES	06/25/2024	06/20/2024	US BANK		06/2024
				LAW ENFORCE MAT & SUPP	5916				
VR	20240761-023		4092	00173634100		06/20/2024	AG01		21.59
N	NA	AMAZON	.00	DOG COLLAR	06/25/2024	06/20/2024	US BANK		06/2024
				K-9 MAT & SUPPLIES	5916				
VR	20240761-024		4092	00142022301		06/20/2024	AG01		80.08
N	NA	AMAZON	.00	BLIND	06/25/2024	06/20/2024	US BANK		06/2024
				PROFESSIONAL SERV-FLOOD D	5916				

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
VR	20240761-025		4092	00142022301		06/25/2024	06/23/2024	AG01	-1097.92
N	NA	AMAZON	.00	.00 CREDIT-SHREDDER	5916	06/23/2024	US BANK		06/2024
VR	20240761-026		4092	00170022200		06/25/2024	06/24/2024	AG01	14.99
N	NA	AMAZON	.00	.00 MEMBERSHIP	5916	06/24/2024	US BANK		06/2024
VR	20240761-027		6049	00170034100		06/25/2024	06/27/2024	AG01	1155.60
N	NA	WETHEPEOPLEHOLSTERS	.00	.00 HOLSTERS	5916	06/27/2024	US BANK		06/2024
VR	20240761-028		6045	00140421200		06/25/2024	06/01/2024	AG01	252.52
N	NA	INDEED	.00	.00 JOB AD	5916	06/01/2024	US BANK		06/2024
VR	20240761-029		1739	00140434100		06/25/2024	06/11/2024	AG01	467.33
N	NA	WALMART	.00	.00 CHECKS	5916	06/11/2024	US BANK		06/2024
VR	20240761-030		4092	00142022301		06/25/2024	06/12/2024	AG01	176.80
N	NA	AMAZON	.00	.00 OFFICE CHAIR	5916	06/12/2024	US BANK		06/2024
VR	20240761-031		5171	00170023300		06/25/2024	06/26/2024	AG01	4.27
N	NA	WALGREENS	.00	.00 SALINE	5916	06/26/2024	US BANK		06/2024

WARNING: 2024 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00140421200

TOTAL TRANSACTION AMOUNT 8372.53

List of transaction paid for on
 the State Purchasing Card for
June, 2024 *LN*

Assessor's Office

Tax Correction List – None
Apportionments – None

Recognition of Scheduled Appointments – No Appointments at this time

Approval of Minutes – June 18, 2024

Commissioner Thomas moved to approve the Minutes of June 18, 2024. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

Estate Settlements – June 24, 2024 thru June 26, 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 commencement 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 06/24/2024 thru 06/26/2024 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, July 9, 2024.

- ESTATE NUMBER: **4720**
 SETTLEMENT TYPE: Report of Receipts, Disbursements and Distribution; Affidavit
 SETTLEMENT RECORDED: June 24, 2024
 ESTATE NAME: **BARBARA J. BANISTER**
 ADMINISTRATOR: JOHN BANISTER
- ESTATE NUMBER: **4559**
 SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
 SETTLEMENT RECORDED: June 26, 2024
 ESTATE NAME: **THELMA A. DEWITT**
 EXECUTRIX: LINDA L. FREELAND
- ESTATE NUMBER: **3976**
 SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
 SETTLEMENT RECORDED: June 26, 2024
 ESTATE NAME: **JAMES FREDERICK HENLINE, JR.**
 ADMINISTRATOR: KENNETH R. HENLINE
- ESTATE NUMBER: **4781**
 SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
 SETTLEMENT RECORDED: June 25, 2024
 ESTATE NAME: **MARK EDWARD READD**
 ADMINISTRATRIX: BRENDA L. MCGUINN
 ATTORNEY: JACOB TROMBLEY
 GAYDOS & TURNER
 PO BOX 585
 KINGWOOD, WV 26537-0585

Subscribed and sworn to before me on 07/03/2023.

Linda Higgins

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 – June 27, 2024 through July 3, 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 June 27, 2024 thru July 3, 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, June 27, 2024, through Wednesday, July 3, 2024

The County Commission of Preston County this 9th day of July, 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, June 27, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **WILLARD PAUL CHRISTOPHER**, 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.

CORA LEE CHRISTOPHER, was named as **SUCCESSOR** thereof, qualified as such. No bond was required.

The last will and testament of **DONALD L. LOUDERMILK**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

LORI L. GARCIA, who was named in the last will and testament of **DONALD L. LOUDERMILK**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

On, Friday, June 28, 2024, the following matters were disposed of in the presence of the Clerk:

More than 60 days since the date of death or the surviving spouse or heir, upon a motion, **ROBIN SIGLEY** was appointed and qualified as **SUCCESSOR** of the Small Estate Affidavit Intestate that was filed for **MISTY FAWN KNOTTS**, deceased. No bond was required.

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, **SALLY ANN HARVEY-DEEP** was appointed and qualified as **ADMINISTRATRIX** of the estate of **SHARALYN JOANN SHREVE**, deceased. Bond was 1,200,000.

A duly Authenticated copy of the last will and testament of **WILMA K. EVERLY**, deceased, a late resident of **FAYETTE CO, PENNSYLVANIA**, was admitted to record. And an Ancillary Affidavit Testate was filed.

An Ancillary Affidavit Intestate was filed for **GUY CALVIN LIPSCOMB**, deceased a late resident of **GARRETT CO, MARYLAND**.

On, Monday, July 1, 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, **HOWARD Z. PLUM** was appointed and qualified as **ADMINISTRATOR** of the estate of **MARY MARGARET PLUM**, deceased. No bond was required.

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, **BYRON V. SMITH** was appointed and qualified as **ADMINISTRATOR** of the estate of **WILLIAM CHARLES SMITH**, deceased. Bond was 351,469.00.

On, Tuesday, July 2, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **VELMA JEAN BUCKLEW**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

STEVEN ROBE, who was named in the last will and testament of **VELMA JEAN BUCKLEW**, deceased, as **CO EXECUTOR** thereof, qualified as such. No bond was required.

TINA M. KENDALL, who was named in the last will and testament of **VELMA JEAN BUCKLEW**, deceased, as **CO EXECUTOR** thereof, qualified as such. No bond was required.

GREGORY ROBE, who was named in the last will and testament of **VELMA JEAN BUCKLEW**, deceased, as **CO EXECUTOR** thereof, qualified as such. No bond was required.

The last will and testament of **LULA B. MYERS AKA LULU MYERS**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

CLIFFORD B. MYERS, who was named in the last will and testament of **LULA B. MYERS AKA LULU MYERS**, deceased, as **CO EXECUTOR** thereof, qualified as such. No bond was required.

KEVIN MYERS, who was named in the last will and testament of **LULA B. MYERS AKA LULU MYERS**, deceased, as **CO EXECUTOR** thereof, qualified as such. No bond was required.

Subscribed and sworn to before me on 07/03/2023.

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 –

New Business – Consideration and/or action –

Courthouse Reconfiguration Project Report

A. Update from Facilities Supervisor

- Cutting vault wall tonight after hours
- Demo beginning for Phase II
- Drain spout issue at Extension Office has been corrected
- Brinks is here this week doing fire alarm inspections in the Annex

County Administrator’s Report – Consideration and/or action

A. Coal Severance Carryover 24-25

Commissioner Thomas moved to approve the 2024-2025 Coal Severance Budget Carryover. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried. (See attached.)



**MEMORANDUM
Preston County Commission**

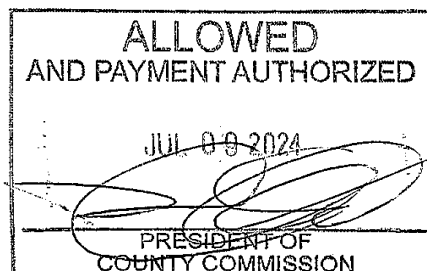
Date: July 9, 2024
 To: Bookkeeping
 From: Nate Raybeck, Administrator
 Subject: Budget Revision to put in the carryover funds and unencumbered funds from the 2023-2024 budget into 2024-2025 Coal Severance Budget

COAL SEVERANCE FUND CARRYOVER

CASH BALANCE as of June 30, 2024	\$271,435
LESS estimated Carryover	-\$225,000
UNENCUMBERED FUNDS	\$46,435

BUDGET REVISION

INCREASE FUND BALANCE	002-298-000	\$46,435
INCREASE CONTRIBUTIONS	002-401-568	\$46,435



RESOLUTION

At a regular session of the county commission, held July 9, 2024
the following order was made and entered.

SUBJECT: The revision of the Levy Estimate (Budget) for the County of
PRESTON. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief
inspector of public offices, the county commission does hereby direct the budget
be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH
NO APPROPRIATION OF INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as
shown on number 1, of Coal Severance Fund, a copy of which is entered as
part of this record.

The adoption of the foregoing resolution having been moved by
Commissioner Thomas, and duly seconded by Commissioner Stone
the vote thereon was as follows:

Commissioner	<u>Quint Thomas</u>	<input checked="" type="radio"/> Yes or No
Commissioner	<u>[Signature]</u>	<input checked="" type="radio"/> Yes or No
Commissioner	<u>Tamarick Ane</u>	<input checked="" type="radio"/> Yes or No

WHEREUPON, President Smith, declared said resolution duly adopted,
and it is therefore ADJUDGED and ORDERED that said resolution be, and same is,
hereby adopted as so stated above, and the County Clerk is authorized to fix
his/her signature on the attached "Request for Revision to Approved Budget" to
be sent to the State Auditor for approval.

B. Discussion of Procedure for Setting Additional Holidays

Commissioner Stone made a motion that all additional days declared by the Governor,
as special observances, will be observed by the county commission. Commissioner
Thomas seconded the motion. A roll call vote was taken with Commissioners Stone and
Thomas voting yes and Commissioner Smith voting no. Motion carried.

C. Budget Revisions

Mr. Raybeck presented budget revisions needed for Community Corrections.

Commissioner Thomas moved to approve the budget revisions as presented by Nate
Raybeck for Community Corrections. Commissioner Stone seconded the motion. A roll call
vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.
(See attached.)

159 PLAZA COURT, SUITE N
KINGWOOD, WV 26537
(304) 329-0937 PHONE
(304) 329-0937 FAX



KASEY D. FOY
PROGRAM COORDINATOR
LORI LAMBERT
TREATMENT SPECIALIST
SHAY HUFFMAN, CASE MANAGER
DIANNA MOLLOHAN, ADMIN ASSISTANT

July 9, 2024

Mary Rodeheaver

Bookkeeping

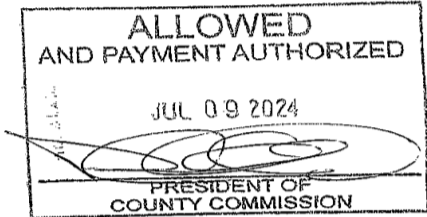
BUDGET REVISION REQUEST: to bring the approved Community Corrections Grant into the General County fund budget for the fiscal year ending 2024.

INCREASE:	001-323-15P	\$100,000
INCREASE:	001-731-103.21	\$74,000
INCREASE:	001-731-104.21	\$5,661
INCREASE:	001-731-106.21	\$6,660
INCREASE:	001-731-226.21	\$1,394
INCREASE:	001-731-341.21	\$6,000
INCREASE:	001-731-360.21	\$4,000

Thanks,

Kasey D. Foy, Director

Preston County Community Corrections



RESOLUTION

At a regular session of the county commission, held (Month, day and year) July 9, 2024 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of PRESTON. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number 2, of the General County Fund, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Commissioner Thomas, and duly seconded by Commissioner Stone the vote thereon was as follows:

<u>Thomas</u>	<u>Yes</u> or No
<u>Stone</u>	<u>Yes</u> or No
<u>Smith</u>	<u>Yes</u> or No

WHEREUPON, President Smith, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the County Clerk is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

D. Miscellaneous Correspondence

- Annual in-service training August 11-13, 2024 at Canaan Valley by the Auditor’s Office is now open for registration this year.
- Brinks is currently on site and working in the Annex Building on the fire alarms

Personnel Matters – Consideration and/or action

A. Executive Session

At 9:47 a.m., Commissioner Thomas moved to go into Executive Session for personnel. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

Those in attendance for the Executive Session were Samantha Stone, Hunter Thomas, Nate Raybeck, Don Smith and County Clerk, Linda Huggins.

EXECUTIVE SESSION

At 9:56 a.m., Commissioner Stone moved to come out of Executive Session and reenter open session. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissions Stone, Thomas and Smith voting yes. Motion carried.

Commissioner Stone advised that no action was taken as a result of the Executive Session.

Legal Matters - Consideration and/or action

A. Executive Session

At 9:44 a.m., Commissioner Stone moved to go into Executive Session for a legal matter. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried.

Those in attendance for the Executive Session were Samantha Stone, Hunter Thomas, Nate Raybeck, and Don Smith.

EXECUTIVE SESSION

At 9:47 a.m., Commissioner Stone made a motion to come out of Executive Session and reenter open session. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried.

Commissioner Stone advised that no action was taken as a result of the Executive Session.

Information

Commissioners Comments

At 9:57 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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07/09/2024

