

A G E N D A
PRESTON COUNTY COMMISSION
AUGUST 6, 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 –

Dixon Debora L PP

Garlitz Laura O PP

Hodges James E PP

Gillispie David PP

Jennifers Creation LLC PP

Root Amy PP

Silbaugh James PP

Stull Douglas & Riddle Buffie PP

Tomczewski David PP

Whetsell Brandon & Julie PP

Wolfe Upholstery PP

Apportionments – None

Recognition of Scheduled Appointments –

9:31 a.m. – Matthew Anderson – Secure Solar Future

9:45 a.m. - Jennifer Cloonan, Frontier – Letter of Support

10:00 a.m. – Amanda Posey, United Way of Monongalia and Preston Counties – Requesting permission to place United Way Campaign Sign on Courthouse Lawn

Approval of Minutes – July 30, 2024

Estate Settlements List – July 22, 2024 thru July 26, 2024

ESTATE NAME: **ALICE MARIE HOVATTER**

ESTATE NAME: **TIMOTHY A. PERRY**

ESTATE NAME: **TIMOTHY RAY WILLIS**

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

Fiduciary Commissioner Report –

Old Business – Consideration and/or action

A. Hazel Run Dam (HHPD) Grant Program Partnership

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. IT Update

B. FYE June 30, 2024 Carryover – Memo and Budget Revision

C. PCC Meeting on 8/13/24 rescheduled: Wednesday, August 14, at 9:30 a.m.

D. Budget Revisions

E. 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., August 6, 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.

Recognition of Public

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

The following persons registered their attendance during the meeting:

Deanna Lively	Sheriff Jim Fields	Craig Felton
Jacob Martin-WV News	Alex Hines	Jordan Burgess-Frontier
Jeniffer Graham-DP	Kevin Likens	Jennifer Cloonan-Frontier
Craig Felton	Matthew Anderson-Secure Solar Futures	

Charles B. Felton, Jr. registered his name before the meeting to speak to the commission with a fund request in the amount of \$1,000.00 to refurbish the WPA 1939 Wall in Rowlesburg.

Commissioners moved the request to next week’s meeting which gives them time to look for the funds.

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 08/06/2024	COUNTY OF PRESTON	PAGE 1
REPORT DATE 08/06/2024	TRANSACTION EDIT LIST	TIME 7:07:22
FILES ID W	BATCH NUMBER 0792	USER WVPRRMAR

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	DUR-DATE	DISCDATE	CHECK	CHK-DATE	SELECT
			VENDOR NAME	ACCOUNT NAME	PAYEE	VENDOR NO	PAYEE	VENDOR NAME	POSTDATE
VC	20240792-001		6059	07273122300		48660	07/31/2024	BC72	2800.00
N	NA	.00	SUNSTOPPERS	WINDOW TINTING	08/06/2024	07/31/2024			P
				COMM CORR PROF SERVICES	6059		SUNSTOPPERS		08/2024
VC	20240792-002		6058	00171734300			07/31/2024	AG01	3127.94
N	NA	.00	WEX BANK	FUEL	08/06/2024	07/31/2024			P
				CENT GARAGE-AUTO SUPPLIES	6058		WEX BANK		08/2024
VC	20240792-003		6058	05640721400			07/31/2024	AA56	135.49
N	NA	.00	WEX BANK	FUEL	08/06/2024	07/31/2024			P
				AVF-TRAVEL	6058		WEX BANK		08/2024
VC	20240792-004		4309	00171734300			07/31/2024	AG01	5465.26
N	NA	.00	WEX BANK	FUEL	08/06/2024	07/31/2024			P
				CENT GARAGE-AUTO SUPPLIES	4309		WEX BANK		08/2024
VC	20240792-005		4309	05640721400			07/31/2024	AA56	140.24
N	NA	.00	WEX BANK	FUEL	08/06/2024	07/31/2024			P
				AVF-TRAVEL	4309		WEX BANK		08/2024
VC	20240792-006		1301	00171721900			08/06/2024	AG01	734.42
N	NA	.00	CLEAR MOUNTAIN BANK	ACCT #00 05054	08/06/2024	08/06/2024			P
				EQUIPMENT-LEASE	1301		CLEAR MOUNTAIN BANK		08/2024
VC	20240792-007		1301	00171721900			08/06/2024	AG01	698.92
N	NA	.00	CLEAR MOUNTAIN BANK	LOAN #910006190	08/06/2024	08/06/2024			P
				EQUIPMENT-LEASE	1301		CLEAR MOUNTAIN BANK		08/2024
VC	20240792-008		5872	07273136100			07/31/2024	BC72	169.78
N	NA	.00	AMAZON CAPITAL SERVICES	SUPPLIES	08/06/2024	07/31/2024			P
				COMM CORR DRUG TEST	5872		AMAZON CAPITAL SERVICES		08/2024
VC	20240792-009		5872	07273122300			07/31/2024	BC72	179.00
N	NA	.00	AMAZON CAPITAL SERVICES	SUPPLIES	08/06/2024	07/31/2024			P
				COMM CORR PROF SERVICES	5872		AMAZON CAPITAL SERVICES		08/2024
VC	20240792-010		5872	00173134121			07/31/2024	AG01	157.45
N	NA	.00	AMAZON CAPITAL SERVICES	SUPPLIES	08/06/2024	07/31/2024			P
				COMM CORR SUPPLIES-GRANT	5872		AMAZON CAPITAL SERVICES		08/2024
VC	20240792-011		5872	00173136021			07/31/2024	AG01	30.99
N	NA	.00	AMAZON CAPITAL SERVICES	SUPPLIES	08/06/2024	07/31/2024			P
				COMM CORR GRP SUPPLIES-GR	5872		AMAZON CAPITAL SERVICES		08/2024
VC	20240792-012		5661	07273121900		614	08/01/2024	BC72	1750.00
N	01	.00	CGP DEVELOPMENT CO INC	RENT	08/06/2024	08/01/2024			P
				COMM CORR-RENT	5661		CGP DEVELOPMENT CO INC		08/2024

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		DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT	POSTDATE
			VENDOR NAME	ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME			
VC	20240792-013	N	NA	5747	07273136100	08/06/2024	58866	08/01/2024	BC72	2400.00
			OPANS LLC	.00 TESTING COMM CORR DRUG TEST	5747	08/01/2024	OPANS LLC		P	08/2024
VC	20240792-014	N	NA	0223	07273121300	08/06/2024	07/26/2024	BC72	248.85	08/2024
			MON POWER	.00 ACCT #110 162 679 531 COMM CORR-MISC UTILITES	0223	07/26/2024	MON POWER		P	08/2024
VC	20240792-015	N	NA	4777	00140121400	08/06/2024	08/06/2024	AG01	29.48	08/2024
			DON SMITH	.00 REIMB MORGANTOWN CO COMM TRAVEL	4777	08/06/2024	DON SMITH		P	08/2024
VC	20240792-016	N	NA	3175	00771221400	08/06/2024	73146724	07/12/2024	AE07	178.00
			SLEEP INN	.00 ROOM CHARGES E911 TRAVEL	3175	07/12/2024	SLEEP INN		P	08/2024
VC	20240792-017	N	N1	3769	00173034500	08/06/2024	437127	07/25/2024	AG01	6.00
			TERESA HYRE	.00 ALTERATIONS CH SECURITY UNIFORMS	3769	07/25/2024	TERESA HYRE		P	08/2024
VC	20240792-018	N	N1	6024	00142021500	08/06/2024	08/02/2024	AG01	600.00	08/2024
			NICK FORMAN LAWN CARE LLC	.00 MOWING CUSTODIAL M&R BLD & GRD	6024	08/02/2024	NICK FORMAN LAWN CARE LLC		P	08/2024
VC	20240792-019	N	NA	5390	00142034100	08/06/2024	24-12781	07/31/2024	AG01	409.98
			TT&S SUPPLY INC	.00 SUPPLIES CUSTODIAL MAT/SUPPLIES	5390	07/31/2024	TT&S SUPPLY INC		P	08/2024
VC	20240792-020	N	NA	0130	00541534100	08/06/2024	08/01/2024	WM05	549.00	08/2024
			GENERAL COUNTY FUND	.00 3&S AUG 2024 MAG CT SUPPLIES	0130	08/01/2024	GENERAL COUNTY FUND		P	08/2024
VC	20240792-021	N	01	5661	00140121900	08/06/2024	550	08/01/2024	AG01	2500.00
			CGP DEVELOPMENT CO INC	.00 RENT CO COMM BLDG/EQUIP RENTS	5661	08/01/2024	CGP DEVELOPMENT CO INC		P	08/2024
VC	20240792-022	N	NA	4068	00198645900	08/06/2024	09/02/2024	AG01	10842.62	08/2024
			BANK OF THE OZARKS	.00 LEASE PAYMENT CO COMM CAP OUTLAY	4068	09/02/2024	BANK OF THE OZARKS		P	08/2024
VC	20240792-023	N	NA	2884	00142823000	08/06/2024	97850	07/31/2024	AG01	4950.00
			GLOBAL SCIENCE & TECH	.00 3 YR ANTI-VIRUS DATA PROCESS CONT SERVICE	2884	07/31/2024	GLOBAL SCIENCE & TECH		P	08/2024
VC	20240792-024	N	NA	2884	00142823000	08/06/2024	97722	08/01/2024	AG01	3280.00
			GLOBAL SCIENCE & TECH	.00 COURTHOUSE NETWORK-AUG 20 DATA PROCESS CONT SERVICE	2884	08/01/2024	GLOBAL SCIENCE & TECH		P	08/2024

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		DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT	POSTDATE
			VENDOR NAME	ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME			
VC	20240792-025	N	NA	2884	00142823000	08/06/2024	97800	07/31/2024	AG01	2025.00
			GLOBAL SCIENCE & TECH	.00 3 YR ANTI-VIRUS DATA PROCESS CONT SERVICE	2884	07/31/2024	GLOBAL SCIENCE & TECH		P	08/2024
VC	20240792-026	N	NA	3654	00771221900	08/06/2024	07/25/2024	AE07	11217.33	08/2024
			US CELLULAR	.00 TOWER RENT E911 BLDG & EQUIP RENTS	3654	07/25/2024	US CELLULAR		P	08/2024
VC	20240792-027	N	NA	4236	00371621900	08/06/2024	323953	07/19/2024	AS03	15.01
			HART OFFICE SOLUTIONS	.00 PRINTS DOG KENNEL BLDG/EQUIP REN	4236	07/19/2024	HART OFFICE SOLUTIONS		P	08/2024
VC	20240792-028	N	NA	4236	00771221600	08/06/2024	324702	07/29/2024	AE07	5.15
			HART OFFICE SOLUTIONS	.00 PRINTS E911 M&R EQUIPMENT	4236	07/29/2024	HART OFFICE SOLUTIONS		P	08/2024
VC	20240792-029	N	NA	0005	00771222300	08/06/2024	41573110	07/24/2024	AE07	200.00
			PEST MANAGEMENT SERVICES	.00 BEE TREATMENT E911 PROFESSIONAL SERVICE	0005	07/24/2024	PEST MANAGEMENT SERVICES		P	08/2024
VC	20240792-030	N	NA	4896	00140421900	08/06/2024	16882614	07/23/2024	AG01	244.68
			LEAF	.00 COPIERS TAX OFF - BLDG/EQUIP RENT	4896	07/23/2024	LEAF		P	08/2024
WARNING: INVOICE NUMBER EXISTS MORE THAN ONCE IN THIS BATCH FOR SPECIFIED VENDOR										
VC	20240792-031	N	NA	4896	00140121900	08/06/2024	16882614	07/23/2024	AG01	119.53
			LEAF	.00 COPIER CO COMM BLDG/EQUIP RENTS	4896	07/23/2024	LEAF		P	08/2024
WARNING: INVOICE NUMBER EXISTS MORE THAN ONCE IN THIS BATCH FOR SPECIFIED VENDOR										
VC	20240792-032	N	NA	4896	00140521900	08/06/2024	16882614	07/23/2024	AG01	186.15
			LEAF	.00 COPIER PROS ATTY-BLDG/EQUIP RENT	4896	07/23/2024	LEAF		P	08/2024
WARNING: INVOICE NUMBER EXISTS MORE THAN ONCE IN THIS BATCH FOR SPECIFIED VENDOR										
VC	20240792-033	N	NA	4896	00141221900	08/06/2024	16882614	07/23/2024	AG01	193.64
			LEAF	.00 COPIER CO AGENT - EQUIP RENT	4896	07/23/2024	LEAF		P	08/2024
WARNING: INVOICE NUMBER EXISTS MORE THAN ONCE IN THIS BATCH FOR SPECIFIED VENDOR										
VC	20240792-034	N	NA	0280	00142034100	08/06/2024	07/30/2024	AG01	352.06	08/2024
			CINTAS CORPORATION	.00 INV #4200390459 CUSTODIAL MAT/SUPPLIES	0280	07/30/2024	CINTAS CORPORATION		P	08/2024
VC	20240792-035	N	NA	0280	00142022500	08/06/2024	07/30/2024	AG01	202.75	08/2024
			CINTAS CORPORATION	.00 INV #4200390459 CUSTODIAL LAUN/DRY CLEAN	0280	07/30/2024	CINTAS CORPORATION		P	08/2024

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		DISCOUNT-AMT	LIQUIDATE-AMT	DESCRIPTION	DUE-DATE	DISCDATE	CHECK	CHK-DATE	SELECT	POSTDATE
			VENDOR NAME	ACCOUNT NAME	PAYEE VENDOR NO		PAYEE VENDOR NAME			
VC	20240792-036	N	NA	0280	00142034500	08/06/2024	07/30/2024	AG01	23.70	08/2024
			CINTAS CORPORATION	.00 INV #4200390459 CUSTODIAL UNIFORMS	0280	07/30/2024	CINTAS CORPORATION		P	08/2024
VC	20240792-037	N	NA	0280	00142034100	08/06/2024	07/23/2024	AG01	175.14	08/2024
			CINTAS CORPORATION	.00 INV #4199703414 CUSTODIAL MAT/SUPPLIES	0280	07/23/2024	CINTAS CORPORATION		P	08/2024
VC	20240792-038	N	NA	0280	00142022500	08/06/2024	07/23/2024	AG01	134.46	08/2024
			CINTAS CORPORATION	.00 INV #4199703414 CUSTODIAL LAUN/DRY CLEAN	0280	07/23/2024	CINTAS CORPORATION		P	08/2024
VC	20240792-039	N	NA	0280	00142034500	08/06/2024	07/23/2024	AG01	23.70	08/2024
			CINTAS CORPORATION	.00 INV #4199703414 CUSTODIAL UNIFORMS	0280	07/23/2024	CINTAS CORPORATION		P	08/2024
VC	20240792-040	N	N1	4581	00371634100	08/06/2024	07/29/2024	AS03	364.75	08/2024
			ZOETIS US LLC	.00 INV #9024765240 DOG & KENNEL SUPPLIES	4581	07/29/2024	ZOETIS US LLC		P	08/2024
VC	20240792-041	N	NA	0223	00140121302	08/06/2024	07/30/2024	AG01	526.19	08/2024
			MON POWER	.00 ACCT #110 110 115 984 UTILITIES MON POWER	0223	07/30/2024	MON POWER		P	08/2024
VC	20240792-042	N	NA	3017	00170021102	08/06/2024	07/16/2024	AG01	262.36	08/2024
			US CELLULAR	.00 ACCT #832451359 SHERIFF TELEPHONE-US CELL	3017	07/16/2024	US CELLULAR		P	08/2024
VC	20240792-043	N	NA	5823	00170022300	08/06/2024	07/18/2024	AG01	8.79	08/2024
			BREEZELINE	.00 SERVICE LAW ENFORCE PROF SERVICES	5823	07/18/2024	BREEZELINE		P	08/2024
VC	20240792-044	N	NA	0336	00170423000	08/06/2024	07/31/2024	AG01	51648.25	08/2024
			WV REGION JAIL AUTHORITY	.00 JULY 2024 REG JAIL CONTRACT SERVICE	0336	07/31/2024	WV REGION JAIL AUTHORITY		P	08/2024
VC	20240792-045	N	NA	0186	00140121301	08/06/2024	07/31/2024	AG01	109.81	08/2024
			KINGWOOD WATER WORKS	.00 ACCT #2298 UTILITIES KING WATER	0186	07/31/2024	KINGWOOD WATER WORKS		P	08/2024
VC	20240792-046	N	NA	0186	00140121301	08/06/2024	07/31/2024	AG01	109.81	08/2024
			KINGWOOD WATER WORKS	.00 ACCT #2316 UTILITIES KING WATER	0186	07/31/2024	KINGWOOD WATER WORKS		P	08/2024
VC	20240792-047	N	NA	0186	00140121301	08/06/2024	07/31/2024	AG01	401.68	08/2024
			KINGWOOD WATER WORKS	.00 ACCT #2329 UTILITIES KING WATER	0186	07/31/2024	KINGWOOD WATER WORKS		P	08/2024

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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	20240792-048	NA	0186	00140121301	08/06/2024	07/31/2024	07/31/2024	AG01	388.49
N			KINGWOOD WATER WORKS	ACCT #1016 UTILITIES KING WATER	0186		KINGWOOD WATER WORKS		08/2024
VC	20240792-049	NA	0186	00140121301	08/06/2024	07/31/2024	07/31/2024	AG01	80.22
N			KINGWOOD WATER WORKS	ACCT #1314 UTILITIES KING WATER	0186		KINGWOOD WATER WORKS		08/2024
VC	20240792-050	NA	0186	00140121301	08/06/2024	07/31/2024	07/31/2024	AG01	80.22
N			KINGWOOD WATER WORKS	ACCT #1317 UTILITIES KING WATER	0186		KINGWOOD WATER WORKS		08/2024
VC	20240792-051	NA	0186	00140121301	08/06/2024	07/31/2024	07/31/2024	AG01	109.81
N			KINGWOOD WATER WORKS	ACCT #6832 UTILITIES KING WATER	0186		KINGWOOD WATER WORKS		08/2024
VC	20240792-052	NA	0186	00140121301	08/06/2024	07/31/2024	07/31/2024	AG01	200.72
N			KINGWOOD WATER WORKS	ACCT #1661 UTILITIES KING WATER	0186		KINGWOOD WATER WORKS		08/2024
VC	20240792-053	NA	0186	00140121301	08/06/2024	07/31/2024	07/31/2024	AG01	592.68
N			KINGWOOD WATER WORKS	ACCT #2315 UTILITIES KING WATER	0186		KINGWOOD WATER WORKS		08/2024
VC	20240792-054	NA	4236	00140121900	08/06/2024	06/17/2024	06/17/2024	AG01	3.05
N			HART OFFICE SOLUTIONS	CO COMM BLDG/EQUIP RENTS	4236	321306	HART OFFICE SOLUTIONS		08/2024
VC	20240792-055	NA	5895	20744256808	08/06/2024	08/06/2024	08/06/2024	AR207	31493.59
N			PRESTON CO YOUTH CENTER	ARPA-PRESTON YOUTH CENTER	5895		PRESTON CO YOUTH CENTER		08/2024
VC	20240792-056	NA	1708	00240156800	08/06/2024	08/06/2024	08/06/2024	AC02	3620.00
N			MCGREW SOCIETY	CONTRIBUTION-ROOF REPAIR CONTRIBUTIONS	1708		MCGREW SOCIETY		08/2024
VC	20240792-057	NA	4669	20744256824	08/06/2024	07/02/2024	07/02/2024	AR207	16987.58
N			MOTOROLA SOLUTIONS INC	ARPA-PRESTON CO OEM/911	4669		MOTOROLA SOLUTIONS INC		08/2024
VC	20240792-058	NA	4896	00771222300	08/06/2024	07/31/2024	07/31/2024	AE07	469.09
N			LEAF	COPIER E911 PROFESSIONAL SERVICE	4896	16931573	LEAF		08/2024
VC	20240792-059	NA	4021	00771223000	08/06/2024	07/31/2024	07/31/2024	AE07	64.00
N			AQUA FILTER FRESH INC	ACCT #500103 E911 CONTRACTED SERV	4021	2315016	AQUA FILTER FRESH INC		08/2024

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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	20240792-060	NA	2389	00771221600	08/06/2024	08/06/2024	08/06/2024	AE07	115.00
N			BUSINESS RADIO LICENSING	E911 M&R EQUIPMENT	2389		BUSINESS RADIO LICENSING		08/2024
VC	20240792-061	NA	1786	00171721700	08/06/2024	08/01/2024	08/01/2024	AG01	213.64
N			FISHER AUTO PARTS, INC.	CENTRAL GARAGE-M&R-AUTO	1786		FISHER AUTO PARTS, INC.		08/2024
VC	20240792-062	NA	5286	00171721900	08/06/2024	08/03/2024	08/03/2024	AG01	60.53
N			ENTERPRISE FM TRUST	LEASE PAYMENT EQUIPMENT-LEASE	5286		ENTERPRISE FM TRUST		08/2024
VC	20240792-063	NA	5286	00171721900	08/06/2024	08/03/2024	08/03/2024	AG01	4501.04
N			ENTERPRISE FM TRUST	LEASE PAYMENTS EQUIPMENT-LEASE	5286		ENTERPRISE FM TRUST		08/2024
VC	20240792-064	NA	4896	00140221900	08/06/2024	07/31/2024	07/31/2024	AG01	750.00
N			LEAF	COPIER & PRINTER CO CLERK BLDG/EQ RENTS	4896	16921368	LEAF		08/2024

TOTAL TRANSACTION AMOUNT 169663.02

WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371621900
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00371634100
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 00541534100
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121300
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273121900
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273122300
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 07273136100
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256808
 WARNING: 2025 BUDGET HAS BEEN EXCEEDED FOR ACCOUNT 20744256824

List of invoices approved for payment
 this 6th day of Aug, 2024
 Int. Leh

Assessor's Office

Tax Correction List -

Commissioner Thomas moved to approve the Tax Correction List dtd August 6, 2024, as presented by Assessor Connie Ervin in the amount of \$1,361.92. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioner Thomas, Stone and Smith voting yes. Motion carried. (See attached.)

TAX CORRECTION LIST

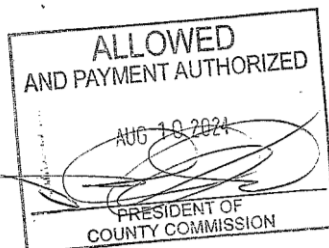
August 6, 2024

ID	NAME	DESCRIPTION	REASON FOR EXONERATION	TICKET#	ACCT#	AMOUNT	YR
19	BOON DEBRIL	Personal Property	Taxpayer error, mhi acct copied, his removed in error	80000614	250254	\$ 76.94	2024
11	GARLITZ LAURA O	Personal Property	System valued 22 Honda CRV incorrectly	310821	206552	\$ (792.36)	2024
02	HODGES JAMES E & PHILLIS	Personal Property	Taxpayer error - Did not own 20 Merc July 1, 2023	302383	254655	\$ 305.36	2024
01	GILLISPIE DAVID & CAROLYN	Personal Property	Taxpayer error - Did not own 22 Toyo July 1, 2023	300488	244096	\$ 437.02	2024
10	JENNIFERS CREATIONS ILLC	Personal Property	Accountant error	303646	268368	\$ 188.76	2024
01	ROOT AMY	Personal Property	Clerical Error - Neither vehicle marked owned on form	307008	237235	\$ 231.18	2024
20	SILBAUGH JAMES H	Personal Property	Clerical Error - Incorrectly assessed in wrong district	313194	258587	\$ 62.26	2024
01	STULL DOUGLAS & RIDGLE BUFT	Personal Property	Billed on both IPP & RE	301208	00267110	\$ 47.78	2023
02	TOMCZEWSKI DAVID J	Personal Property	Taxpayer error-submitted for in error - moved to OH Nov 22	303580	1067455	\$ 416.86	2024
08	WHITSELL BRANDON & JULIE	Personal Property	Taxpayer error - MHI copied, veh not processed	80000739	258465	\$ 379.04	2024
10	WOLFE UPHOLSTERY	Personal Property	Accountant error	310439	234801	\$ 28.08	2024

TOTAL: \$ 1,361.92

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

Jay Shaw
 Jay Shaw, PROSECUTING ATTORNEY
 (received notice)



Apportionments – None

Recognition of Scheduled Appointments –

9:31 a.m. Matthew Anderson – Secure Solar Future

Mr. Anderson gave a presentation on the company he works for called Secure Solar Future. His company builds, owns, operates and maintains solar panels by utilizing a PPA, a Solar Power Purchase Agreement Service. The contracts run 20,25,30, or 35 years, with 35 years being the life of the solar panels.

This company works a lot with schools and essentially becomes their utility company. Secure Solar Future contracts a specific rate for the life of the contract so the customer can determine energy expenses for the future. The amount never goes up and if it doesn't produce, you are credited.

Mr. Anderson noted they employ student employees from the CTE program, at the school, to help install the panels which gives the students an opportunity to get hands on experience to decide if it's something they would like to pursue.

In addition, they also have a roofing company.

The commission will seek legal advice before entering into a contract and speak with the school system to see if they are interested in being involved.

9:45 a.m. Jennifer Cloonan, Frontier – Letter of Support

Jennifer Cloonan, Director of Cyber Partnership of Frontier, requested a letter of support for fiber internet expansion in Preston County.

In 2020, Frontier went into a major financial leadership transformation with all new leadership, and board of directors and set a goal to fiberize America and the specific goal was to build 10 million fiber locations by the end of 2025. They are more than 1/2 way there.

This year they built 388K new fiber locations, thus far and their goal is 1.3M locations.

West Virginia was allocated \$1.2 billion from a Broadband Equity Access and Deployment Program from the \$42 billion that was allocated nationwide to make internet available to all communities.

A full application is expected to open in September and run to November. She said the letters make a difference on the ranking of the project. The more support letters elevate and amplify the need for the people that make the decisions.

This request will be placed on the August 20, 2024 agenda after some review.

10:00 a.m. Amanda Posey, United Way of Monongalia and Preston Counties – Requesting permission to place United Way Campaign Sign on Courthouse Lawn

Commissioner Stone moved to allow permission to place a United Way Campaign Sign on the Courthouse Lawn. Commissioner Thomas seconded the motion. A roll call vote was taken with Commissioners Stone, Thomas and Smith voting yes. Motion carried.

Approval of Minutes – July 30, 2024

Commissioner Thomas moved to approve the Minutes of July 30, 2024. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

Estate Settlements – July 22, 2024 thru July 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 07/22/2024 thru 07/26/2024 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, August 6, 2024.

ESTATE NUMBER: **4793**
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
SETTLEMENT RECORDED: July 26, 2024
ESTATE NAME: **ALICE MARIE HOVATTER**
EXECUTRIX: LAURA LEONA LARUE

ESTATE NUMBER: **4322**
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
SETTLEMENT RECORDED: July 22, 2024
ESTATE NAME: **TIMOTHY A. PERRY**
EXECUTRIX: DANITA L. PERRY

ESTATE NUMBER: **4610**
SETTLEMENT TYPE: Affidavit and Waiver of Final Settlement
SETTLEMENT RECORDED: July 26, 2024
ESTATE NAME: **TIMOTHY RAY WILLIS**
ADMINISTRATOR: TOM WILLIS
FIDUCIARY COMMISSIONER: HILARY M. BRIGHT
PO BOX 37
KINGWOOD, WV 26537-0037

Subscribed and sworn to before me on 07/31/2024.

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 – July 25, 2024 through July 31, 2024

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

United States of America



State of West Virginia

County of Preston, ss:

Clerk's Fiduciary Report

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

The County Commission of Preston County this 6th day of August, 2024 proceeded to examine the report of the Clerk of the Commission of the Fiduciary and Probate matters had before her during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to-wit:

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

DANNY BRUCE SHEETS, SR. who was the first named EXECUTOR of the estate of **ALICE MARIE HOVATTER**. Prior to the completion and settlement of the estate **DANNY BRUCE SHEETS, SR.** passed away. This required the second named EXECUTRIX to be appointed. Therefore, **LAURA LEONA LARUE**, who was named in the last will and testament of **ALICE MARIE HOVATTER**, deceased, as EXECUTRIX DBN thereof, qualified as such. No bond was required.

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, **KATHY D. SHEETS** was appointed and qualified as ADMINISTRATRIX of the estate of **DANNY BRUCE SHEETS, SR.**, deceased. No bond was required.

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

The said estate of **CHARLES HEROY JOHNSON**, deceased was referred to **OLIVIA DEVALL**, a FIDUCIARY COMMISSIONER for the Preston County Commission, for settlement thereof.

The last will and testament of **MILLARD W. HAWKINS AKA MILLARD WADE HAWKINS**, 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.

CHARLOTTE ANN HAWKINS, was named as SUCCESSOR and qualified as such no bond was required.

Upon presentation of the Last Will and Testament for **MILLARD W. HAWKINS AKA MILLARD WADE HAWKINS**, the Intestate Administration that was commenced by **DARLA CALVERT** was revoked and she was removed as ADMINSTRATRIX.

Subscribed and sworn to before me on 07/31/2023.

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 –

Old Business- Consideration and/or action –

A. Hazel Run Dam (HPD) Grant Program Partnership

Commissioner Thomas noted that after further research, it was determined that the deadline for the Hazel Run Dam (HPD) Grant was February 29, 2024. The announcement date for the 2024FY was November of 2023.

This will be kept active to see if there is an announcement for the 2025FY.

New Business – Consideration and/or action –

Courthouse Reconfiguration Project Report-Consideration and/or action

A. Update from Facilities Supervisor

- Replaced the pole in the lower parking lot and repaired the Prodigy lines
- Waiting on a call on the fresh air for the Assessor's Office from Pine Hollow
- Courthouse – remodel is moving quickly. All the ceiling is in. Finishing the bathroom in the Magistrates Office. Dropping lights and electrical should be done by tomorrow. The flooring will start a few days early (Thursday). Next week will be punch out list. Looking at moving everyone on the 19th and 20th and start the demo Wednesday and Thursday on Phase III.
- Sheriff's Department – working with Bogg's for another quote on some remediation to try to get things cleaned up there. Looking for a more detailed quote.

County Administrator's Report – Consideration and/or action

A. IT Update

- Main focus has been on replacing several systems throughout the county. (5 computers in the tax office, 7 in the county clerk's office, and 5 in the sheriff's office. The Prosecuting Attorney's Office received new scanners and new printers. 911 received 4 new computers (3 for CAD stations and one for the flood plain managers.)
- Cleaned up the WI-FI and the DHCP Pool. Moved numerous amounts of devices from the county WI-FI to guest WI-FI.
- Decommissioned 3 servers that can be re-allocated to new environments
- Cleaned up D&S (how the networks communicate). A trust issue with D&S between the tax office and clerks' office has been resolved.
- Supplies - went thru and organized cables and hardware
- Access control & security – took control of the systems, hardware and software
- Removed access from any old IT personnel and installed SOFO (anti-virus) on all systems that's been replaced
- Back-ups are being set in place
- Deployed password managers to different departments
- Removed some license but not the access.
- Remote software for quick fixes
- Currently working on and highly recommends upgrading everybody in their licensing on Microsoft 365
- Accounts – doing some office administration to review contracts, cut costs, to save money
- Camera Systems – looking and learning the systems
- Also discussed some needs moving forward

B. FYE June 30, 2024 Carryover – Memo and Budget Revision

County Administrator, Nate Raybeck, presented a memorandum of Unencumbered and Restricted Funds for FYE June 30, 2024 and thanked and gave much appreciation to the bookkeeper, Mary Rodeheaver, for all her assistance with the following document.

Commissioner Thomas moved to approve the Memorandum for Unencumbered and Restricted Funds for FYE June 30, 2024 in the amount of \$378,369. 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

August 6, 2024

Unencumbered and Restricted Funds for FYE June 30, 2024

General Fund

1. Cash Balance as of June 30, 2024	\$2,769,134
2. Certificates of Deposit as of June 30, 2024	\$535,979
	\$3,305,113

LESS

1. Estimated Carryover	\$2,800,000
2. Payroll Payables ¹	\$24,381
	(\$2,824,381)

Balance \$480,732

In addition to Payroll Payables and our Estimated Carryover, the following restricted funds from FYE June 30, 2024 must be accounted for when calculating our total amount of unencumbered funds.

Restricted Hotel/Motel-Arts	\$13,664
Restricted Hotel/Motel-Beautification	\$65,477
Restricted Hotel/Motel-CVB June 2024	\$6,760
Restricted Hotel/Motel-Parks & Rec June 2024	\$4,462
Restricted LEDA-Grant-PC Historical Society	\$2,000
Restricted LEDA-Grant-Camp Board	\$10,000
	(\$102,363)

TOTAL UNENCUMBERED FUNDS AS OF JUNE 30, 2024 \$378,369

¹ Payroll Payables in the amount of \$24,381 are accounted for through a Journal Entry by the Bookkeeper.

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



MEMORANDUM
Preston County Commission

Date: August 6, 2024
To: Bookkeeping
From: Nate Raybeck, Administration
Subject: Budget Revision – Carryover 2024-2025

INCREASE	001-299-000 (Fund Balance)	\$378,369
INCREASE	001-297-000 (Restricted Fund Balance)	\$102,363
INCREASE	001-903-568 (Hotel/Motel-Arts)	\$13,664
INCREASE	001-913-568 (Hotel/Motel-Beautification)	\$65,477
INCREASE	001-911-568 (Hotel/Motel-CVB June 2024)	\$6,760
INCREASE	001-900-567 (Hotel/Motel-Parks & Rec June 2024)	\$4,462
INCREASE	001-443-568-01 (LEDA-Grant-PC Historical Society)	\$2,000
INCREASE	001-443-568-06 (LEDA-Grant-Camp Board)	\$10,000
INCREASE	001-699-999-99 (Contingencies)	\$100,000
INCREASE	001-428-216 (Data-M&R Equipment) ²	\$27,292
INCREASE	001-428-223 (Data-Prof Services) ³	\$20,000
INCREASE	001-420-215 (M&R Bldg & Ground) ⁴	\$230,000
INCREASE	001-401-109 (Co Comm Extra Help) ⁵	\$1,000
INCREASE	001-401-104 (FICA)	\$77

ALLOWED
AND PAYMENT AUTHORIZED
AUG 06 2024
PRESIDENT OF
COUNTY COMMISSION

² We are anticipating the need for three additional servers rough estimate on said servers is \$8-9,000 each.
³ As explained in the IT Update, the licensing that was previously purchased for Microsoft Office is not tied to a specific user, but rather is shared across users. This cost allows for purchase of an individual license specific to a particular user.
⁴ Apart from the Courthouse Reconfiguration project, a variety of both needed and unforeseen building projects have come to light and these must be addressed.
⁵ The extra help and FICA increase here is to cover the cost of canvassers supplied by the commission for the 2024 General Election.

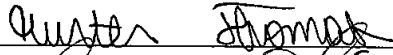


RESOLUTION

At a regular session of the county commission, held (Month, day and year) August 6, 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 3, 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 Stone, and duly seconded by Commissioner Thomas the vote thereon was as follows:

<u></u>	<u>Yes</u> or No
<u></u>	<u>Yes</u> or No
<u></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.

C. PCC Meeting on 8/13/24 rescheduled: Wednesday, August 14, at 9:30 a.m.

D. Budget Revisions – See “B” Above

E. Miscellaneous Correspondence

- Still accepting letters of qualification and resumes for the EMS Advisory Board. These will be accepted until 11:59 p.m. on Thursday, August 22, 2024 with the voting of the board to take place on August 27, 2024.

Personnel Matters – Consideration and/or action

A. Executive Session

At 10:50 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: Nate Raybeck, Don Smith, Hunter Thomas, Samantha Stone and County Clerk Linda Huggins.

At 11:20 a.m., Commissioner Thomas moved to come out Executive Session and reenter open session. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Thomas, Stone and Smith voting yes. Motion carried.

President Smith advised that no action was taken as a result of the Executive Session.

Legal Matters - Consideration and/or action

A. Executive Session

Information

Commissioners Comments

At 11:30 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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08/06/2024

