

A G E N D A
PRESTON COUNTY COMMISSION
JULY 21, 2020
10:30 A.M.

Call to order by President and Pledge of Allegiance.

Roll call of Commissioners.

Recognition of Public.

Review of Bills.

Assessor's Office – Consideration and/or action

Tax Correction List – Teets Allison R, Personal Property

County Court Split – None

Recognition of Scheduled Appointments

10:33 a.m. Preston County Health Department – COVID-19 Virus Update

Approval of Minutes – None

Proceedings in Vacation – July 9, 2020 through July 15, 2020

Estate Settlements – July 6, 2020 thru July 10, 2020

ESTATE NAME: **DAMON BRON BAKER**

ESTATE NAME: **DONALD D. GROVES**

ESTATE NAME: **MARY LEE RADFORD**

ESTATE NAME: **DONALD ALLAN THORN**

Fiduciary Commissioner – None

Old Business – Consideration and/or action –

New Business – Consideration and/or action –

Administrator's Report – Consideration and/or action

A. Update COVID-19 Virus

B. Approve request for reimbursement Homeland Security Grant Sheriff's Department

C. Approve letter of support for Arthurdale Heritage Smithsonian exhibit, *Crossroads* through the Museum on Main Street program

D. Budget Revisions

E. Miscellaneous Correspondence

Personnel Matters- Consideration and/or action

Legal Matters- Consideration and/or action

Information

A. Minutes – June 15, 16, 17, 2020 and June 23, 24, 2020

B. Miscellaneous Correspondence

Commissioners Comments

1:00 pm The Commission will host a Zoom Meeting with the Department of Highways District 4

STATE OF WEST VIRGINIA, COUNTY OF PRESTON, Ss:

The Preston County Commission met in Regular Session at 10:30 a.m., July 21, 2020 in the County Commission Meeting Room in the Annex Building.

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

President Stone then declared the following Commissioners present: Don Smith, Dave Price and Samantha Stone.

Also present was Kathy Mace, County Administrator.

The following persons registered their attendance during the meeting:

V.J. Davis, Director - Preston County Health Department

Biff Armstrong-IT

Connie Ervin-Assessor

Deanna Lively

Angie Whetsell

Commissioner Price moved to authorize payment of all properly presented and approved invoices. Commissioner Smith seconded the motion. A roll call vote was taken with Commissioners Price, Smith and Stone voting yes. Motion carried.

Commissioner Price moved to approve the Tax Correction List, dated July 21, 2020 in the amount of \$17.56 as presented by Assessor Connie Ervin. Commissioner Smith seconded the motion. A roll call vote was taken with Commissioners Price, Smith and Stone voting yes. Motion carried.

There were no Notice of Apportionments, Consolidation of Land or County Court Splits.

Recognition of Scheduled Appointments

10:33 a.m. - Preston County Health Department-COVID-19 Virus Update

Commission President Stone introduced V.J. Davis-Director of the Preston County Health Department with a COVID-19 update.

Mr. Davis reported this morning in West Virginia there are 5,161 cases with 101 deaths. In Preston County, there are 92 positive cases; 22 probable cases; 2 deaths; 95 recoveries and 17 active cases, the lowest it's been in a while.

He said they had the community testing event last weekend. In the two days they tested 730 individuals. Out of the 730, there were 3 positive results. One of the individuals was from Preston County, one from Marion County, and one from Taylor County. He said they had a very good turnout and things went well.

Commissioner Stone asked Mr. Davis what kind of funding the health department is receiving from the state level during this pandemic?

Mr. Davis said the only additional funding that they have received was a CDC grant that was sent to the State of West Virginia as a response to COVID-19. The grant is in the amount of \$60,000.00. They have already received \$30,000.00 and will receive the balance at some point.

He said so far, they have spent about \$80,000.00 in response to COVID-19 and received \$60,000.00 from the state. They also have a threat preparedness grant that they are shifting things to and have the ability to apply for funds through the CARES funds.

Most of their expenses are for salaries for employees.

Approval of Minutes – None

Proceedings in Vacation – July 9, 2020 through July 15, 2020

Under **NEW BUSINESS** Commissioner Smith moved to dispense with the reading in open court of the proceedings of the Clerk of this Commission, had in vacation on, July 9, 2020 through July 15, 2020 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

Estate from Thursday, July 9, 2020, through Wednesday, July 15, 2020

The County Commission of Preston County this 21st day of July, 2020, 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, July 9, 2020, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **WILLARD BRAY BOLINGER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

CONNIE SUE BOLINGER, who was named in the last will and testament of **WILLARD BRAY BOLINGER**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

On, Friday, July 10, 2020, the following matters were disposed of in the presence of the Clerk:

A duly copy of the last will and testament of **FLOYD VAUGHN MYERS**, deceased, late a resident of Preston County, was admitted to record.

On, Tuesday, July 14, 2020, 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, **CINDY K GLOVER** was appointed and qualified as **ADMINISTRATRIX** of the estate of **DAVID A GLOVER**, deceased. No bond was required.

Subscribed and sworn to before me on 07/16/2020

Linda Huggins
Clerk of the Preston County Commission

By
Karen Kurilko, Deputy Clerk

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

Estate Settlements – July 6, 2020 thru July 10, 2020

Commissioner Price 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 07/06/2020 thru 07/10/2020 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 21, 2020.

- ESTATE NUMBER: 3458
ESTATE NAME: **DAMON BRON BAKER**
ADMINISTRATRIX: AUDREY BAKER
SETTLEMENT: AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT
FILED: 07/10/2020
- ESTATE NUMBER: 3482
ESTATE NAME: **DONALD D. GROVES**
EXECUTRIX: SUSAN K. (VALLONGA) VALLELONGA
SETTLEMENT: REPORT OF RECEIPTS, DISBURSEMENTS AND DISTRIBUTION; AFFIDAVIT
FILED: 07/06/2020
- ESTATE NUMBER: 2564
ESTATE NAME: **MARY LEE RADFORD**
ADMINISTRATOR: DARREN RADFORD
SETTLEMENT: REPORT OF RECEIPTS, DISBURSEMENTS AND DISTRIBUTION; AFFIDAVIT
FILED: 7/09/20
- ESTATE NUMBER: 3530
ESTATE NAME: **DONALD ALLAN THORN**
ADMINISTRATRIX: KYLA THORN
SETTLEMENT: AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT
FILED: 07/07/2020

Subscribed and sworn to before me on 07/21/2020

Linda Huggins
Clerk of the Preston County Commission

By
Karen Kurilko, Deputy Clerk

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

Fiduciary Commissioner – None

Old Business – Consideration and/or action

New Business – Consideration and/or action

Administrator’s Report – Consideration and/or action

President Stone recognized Kathy Mace for the Administrators Report.

A. Update COVID-19 Virus

Ms. Mace has submitted an application with the CARES funding. She said similar to Mr. Davis’ situation, staff has been diverted significantly in response to COVID-19 and this is some of her request. She will be working together with Mr. Davis on what he would like to submit.

She said he also has a PPE grant that he is working simultaneously with the county’s PPE money to stockpile.

Ms. Mace said the facilities continue to monitor people that come in and she will be working with the health department to determine how long to proceed with the practice. She said they want to welcome people back when they feel it’s appropriate and safer for everyone.

The Preston County Commission will meet July 28, 2020 at 9:00 a.m. at the Extension Office on Court Street, Kingwood.

There will be a 10:00 a.m. appointment with an Attorney from Bowles Rice, requesting an initial order and public hearing for PSD#4 and Bruceton Water to merge.

B. Approve request for reimbursement Homeland Security Grant Sheriff's Department
 Ms. Mace presented a request for reimbursement for a Homeland Security Grant for the Preston County Sheriff's Department for the purchase of laptop computers in the amount of \$45,000.00.

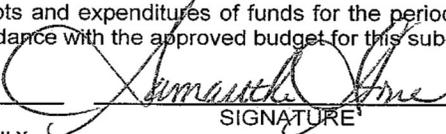
Commissioner Price moved for the President to be authorized to sign the Homeland Security Grant. Commissioner Smith seconded the motion. A roll call vote was taken with Commissioners Price, Smith and Stone voting yes. Motion carried. (See attached.)

WEST VIRGINIA Department of Military Affairs & Public Safety Homeland Security State Administrative Agency (SAA) Homeland Security Program	REQUEST FOR REIMBURSEMENT
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<p style="text-align: center;">DMAPS/SAA APPROVAL</p> <p>I have reviewed the attached documentation and believe this expenditure falls within grant guidelines and that sufficient funds exist to process and pay.</p> <p>Homeland Security Grant Manager _____</p> <p>I have reviewed the attached documentation and to the best of my knowledge and belief this expenditure falls within West Virginia's HS Strategy, Goals and Objectives and/or grant guidelines.</p> <p>Director, Homeland Security SAA SAA Point of Contact _____</p> <p>Based on the approval by the Homeland Security Grant Manager and Homeland Security Point of Contract, I authorize this request for reimbursement to be processed and paid.</p> <p>State Homeland Security Advisor _____</p> <p>I certify that this report presents actual receipts and expenditures of funds in accordance with the approved budget for this subgrant.</p> <p>Grant Accountant/Auditor _____</p> <p>This RFR Corresponds with Financial Report # _____</p> <p>State Agencies: Please indicate the account that you would like the funding transferred to via IET.</p> <p>_____</p>	<p>Sub-grantee: Preston County Commission</p> <p>Address:</p> <p>106 W. Main St., Ste 202 Kingwood, WV 26537</p> <p>Subgrant Number: 19-LE-57</p> <p>Funds are hereby requested to cover expenditures</p> <p>FROM: 10/01/2019 TO: 03/31/2020</p> <p>Planning: \$ _____</p> <p>Equipment: \$ <u>45,000</u> _____</p> <p>Training: \$ _____</p> <p>Exercises: \$ _____</p> <p>Organization: \$ _____</p> <p>TOTAL Requested Amount: \$ 45,000</p> <p>DMAPS/SAA:</p> <p>OASIS - GRTAWD Document ID: _____</p> <p>OASIS - IN Document ID: _____</p>
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CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in complete accordance with the approved budget for this sub-grant.

BY: Samantha Stone, President  07/21/2020
 TYPED NAME & TITLE SIGNATURE DATE
 Authorized Official or Grant Financial Officer ONLY

C. Approve letter of support for Arthurdale Heritage Smithsonian exhibit, *Crossroads* through the Museum on Main Street Program

Ms. Mace presented a letter of support for Arthurdale Heritage, Inc. to host a traveling Smithsonian Exhibit, *Crossroads* through the Museum about rural America.

Commissioner Price moved to sign the Letter of Support for Arthurdale Heritage and help promote rural America. Commissioner Smith seconded the motion. A roll call vote was taken with Commissioners Price, Smith and Stone voting yes. Motion carried. (See attached.)

PRESTON COUNTY COMMISSION



Samantha Stone, President
Dave Price, Commissioner
Don Smith, Commissioner

July 21, 2020

Kyle Warmack
West Virginia Humanities Council
1310 Kanawha Blvd E
Charleston, WV 25301

July 21, 2020

Dear Mr. Warmack,

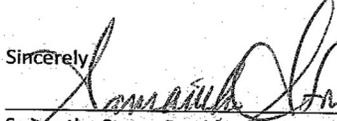
Please consider this correspondence as a Letter of Support for Arthurdale Heritage, Inc. to host the traveling Smithsonian exhibit, *Crossroads* through the Museum on Main Street program. This exhibit will feature not only the history of Arthurdale, but of our region itself in comparing it to rural America at large. It will also provide a unique opportunity to bring the Smithsonian to our community and allow access to world-class exhibits for all of our neighbors.

For over 35 years, Arthurdale Heritage has played a key role in preserving and interpreting the history of rural Preston County to visitors and locals alike, making the organization an excellent choice as a host of this exhibit and facilitator of community dialogue.

As a partner in the community, the Preston County Commission would likewise be a partner with Arthurdale Heritage so that the voices of many Prestonains are heard throughout this display.

The Preston County Commission fully supports Arthurdale Heritage in hosting *Crossroads* and believe it would be a great asset to Preston County to encourage conversations about change in our community.

Sincerely,


Samantha Stone, President


Dave Price, Commissioner


Don Smith, Commissioner

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.org

D. Budget Revisions

Kathy Mace presented budget revisions for the Preston County Commission, OEM, and the Sheriff's Department.

Commissioner Smith moved to approve all the budget revisions as they have been presented by Kathy Mace. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone voting yes. Motion carried. (See attached.)



MEMORANDUM
Preston County Commission

Date: July 21, 2020
 To: Bookkeeper
 From: Kathy Mace *Kathy Mace*
 County Administrator
 Subject: Budget Revision

Please revise the General County Fund FY ending 6-30-2021 to bring the Community Corrections Grant into the general fund. The revision request is:

INCREASE:	001-323-15P	\$100,000
INCREASE:	001-731-103.21	\$87,500
	001-731-104.21	\$3,900
	001-731-106.21	\$8,600

ALLOWED
AND PAYMENT AUTHORIZED
 JUL 21 2020
Amanda Stone
 PRESIDENT OF
COUNTY COMMISSION



MEMORANDUM
Preston County Commission

Date: July 21, 2020
 To: Bookkeeper
 From: Kathy Mace *Kathy Mace*
 County Administrator
 Subject: Budget Revision

DECREASE	001-401-566 (Contributions)	\$3,600
INCREASE	001-413-219 (Elections Rent)	\$3,600

ALLOWED
AND PAYMENT AUTHORIZED
 JUL 21 2020
Amanda Stone
 PRESIDENT OF
COUNTY COMMISSION



MEMORANDUM
Preston County Commission

Date: July 21, 2020
To: Bookkeeper
From: Kathy Mace *Kathy Mace*
County Administrator
Subject: Budget Revision – VOCA July 2020 through September 2020

DECREASE	001-401-566 (Contributions)	\$1,124
INCREASE	001-322-016 (Revenue)	\$11,061
INCREASE	001-442-103-16 (Salary)	\$9,596
INCREASE	001-442-104-16 (FICA)	\$734
INCREASE	001-442-106 (Retirement)	\$960
INCREASE	001-442-105-16 (Insurance)	\$144
INCREASE	001-442-226-16 (Workers Comp)	\$20
INCREASE	001-442-218-16 (Postage)	\$247
INCREASE	001-442-214-16 (Travel)	\$484

ALLOWED
AND PAYMENT AUTHORIZED
JUL 21 2020
Samuel Stone
PRESIDENT OF
COUNTY COMMISSION



PRESTON COUNTY
OFFICE OF EMERGENCY MANAGEMENT

300 RICH WOLFE DRIVE
KINGWOOD, WV 26537
Phone: 1-304-329-1855
Fax: 1-304-329-2530

Duane Hamilton Director
Justin Wolfe Assistant Director

7-14-2020
Preston County Commission
106 W Main Street
Kingwood, WV 26537

RE: Budget Revisions

Decrease Ln# 007-733-459 in the amount of \$494.00

Increase Ln# 007-733-103 in the amount of \$420.00

Increase Ln# 007-733-104 in the amount of \$32.00

Increase Ln# 007-733-106 in the amount of \$42.00

Reason; Line Item Adjustments due to an oversite on original budget

Thank You,

Duane Hamilton
Duane Hamilton
Director OEM/ E-911

ALLOWED
AND PAYMENT AUTHORIZED
JUL 21 2020
Samuel Stone
PRESIDENT OF
COUNTY COMMISSION



PRESTON COUNTY SHERIFF'S DEPARTMENT

SHERIFF DANIEL R. LOUGHRIE

103 West Main Street

Kingwood, West Virginia 26537

Law Enforcement: 304-329-1611

FAX: 304-329-2794

TDD: 304-329-0652

Tax Office: 304-329-0105

Date: 07/21/2020
To: Bookkeeping
From: Sheriff's Department
Subject: Budget Revisions

Sheriff's Department

Table with 3 columns: Description, Code, Amount. Rows include Revenues INCREASE (001-382-006, \$2133.00), Expenditures INCREASE (001-708-103, \$1728.00), Expenditures INCREASE (001-708-104, \$133.00), Expenditures INCREASE (001-708-106, \$208.00), Expenditures INCREASE (001-708-226, \$64.00).

Handwritten signature of Daniel R. Loughrie

Daniel R. Loughrie

Stamp: ALLOWED AND PAYMENT AUTHORIZED, JUL 21 2020, Sam Antke, PRESIDENT OF COUNTY COMMISSION

RESOLUTION

At a Regular Session of the County Commission, held on July 21, 2020 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 forgoing resolution having been moved by Commissioner Smith and duly seconded by Commissioner Price, the vote thereon was as follows:

Commissioner [Signature] Yes No
Commissioner [Signature] Yes No
Commissioner [Signature] Yes No

WHEREUPON, President Stone 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 her signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

E. Miscellaneous Correspondence

- Entered into a contract with The Mills Group for drawings on the Preston County Animal Shelter for a new roof and a shed type facility for a large animal seizure. Once the drawings are brought forward the bidding will start on the project. Funds for the project will be paid with proceeds from the Delores Ryan Estate.
- Paying final bills for last fiscal year. Numbers will be presented for carryover and the end of the year next week.
- Zoom Meeting this afternoon at 1:00 p.m. with the DOH. A list of roads was presented to the DOH for discussion and three additional roads were added to the original list after receiving some phone calls.

Personnel Matters-Consideration and/or action

Legal Matters-Consideration and/or action

- A. Minutes – June 15,16,17, 2020 and June 23,24, 2020
- B. Miscellaneous Correspondence

Commissioners Comments

Commissioner Smith had a CVB meeting this morning. He said as expected the June 2020 lodging receipts were at a new low of \$40,000 for June, which is 69% below last year’s amount. For the first quarter of the year, there was a 36% increase in the lodging and motel tax that were taken in. The second quarter was at a 55% decrease from last year. He said it shows that COVID-19 has really affected the tourism in our area.

He also participated in the Association of Counties virtual annual meeting yesterday.

He spoke with Lynn Phillips from the Governor’s office about the Bruceton Dam Project and he said right now there’s nobody that has the funding to make that happen. It was suggested to try to get different agencies to put in a little bit of money and try to cobble together the amount needed for the project.

A zoom meeting or conference call may be scheduled in the near future to discuss options.

At 11:02 a.m., there being no further business to come before the Commission, President Stone declared the Regular Session adjourned.

Commissioner

Commissioner

Commissioner

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07/21/2020

