

**REGULAR SESSION**  
**May 15, 2017**  
**9:30 A.M.**

**STATE OF WEST VIRGINIA, COUNTY OF PRESTON, Ss:**

The Preston County Commission met in Regular Session at 9:30 a.m. May 15, 2017, in the County Commission Meeting Room.

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

President Jennings then declared the following Commissioners present: Don Smith, Craig Jennings, and Dave Price.

Also present were Linda Huggins County Clerk, and Kathy Mace, Administrator/Grant Writer.

The following persons registered their attendance during the meeting:

Assessor Connie Ervin	Megan Hadock-WBOY-TV
Theresa Marthey-Preston N& J	Paul Pritt-Sheriff's Office
Kathy Plum-Dominion Post	Dan Loughrie-Sheriff's Office
Becky Shackelford	Bill Shockey
Mel Snyder	Ashley Chavez
Lesa Davis-Custard Adjusters	Jared T. Martin
Anne Armstrong	Crystal Bolyard
Melissa Hardy	Deanna Lively
Jessica Cross-Senator Capito's Office	
Hampton Cokeley-Senator Capito's Office	

No one registered prior to the meeting to address the Commission.

County Clerk, Linda Huggins advised that Commissioners have been furnished, by e-mail, copies of the minutes of the May 8<sup>th</sup>, 2017 County Commission meeting.

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

Commissioner Smith moved to accept the Tax Correction List presented by the Assessor's Office for Steven D. Waybright's personal property. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Jennings, Price and Smith voting yes. Motion carried.

There were no notices of Apportionment for Jointly Owned Motor Vehicles, Consolidations of Land or County Court Splits presented.

President Jennings recognized Kathy Mace for the **Administrator's Report**.

Ms. Mace reported that she has been communicating with a representative from FEMA regarding the remaining balance due us from Hurricane Sandy. A total of \$67,000.00 has been received thus far. After a final inspection, the balance should be received.

She also requested reimbursement for the Governor's Community Participation Grant Program Contract in the amount of \$7,407.87 for April 1<sup>st</sup> -30<sup>th</sup>. Commissioner Smith moved for Commissioner Jennings to sign the grant. Commissioner Price seconded the motion. A roll call vote was taken with all commissioners voting yes. Motion carried. (See attached)

<b>WEST VIRGINIA</b> Division of Justice and Community Services	<b>Request for Reimbursement</b>
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RECEIVED (For DJCS Use Only)	Subgrantee: <b>Preston County Commission</b>
	Address: <b>Suite #202</b> 106 W. Main Street Kingwood, WV 26537
	Project #: <b>17-CC-18</b>
	FEIN#: <b>55-6000384</b>
	Funds are hereby requested to cover expenditures
	FROM: <b>April 1, 2017</b> TO: <b>April 30, 2017</b>

PROJECT CASH EXPENDITURES	Account #	Amount
	Personnel/Contractual	\$7,407.87
	Other	
	<b>TOTAL</b>	<b>\$7407.87</b>

**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 accordance with the approved budget for this grant.

All documentation is available at our office.

BY: **T. Craig Jennings, President**  
Preston County Commission

TYPED NAME & TITLE  
(Authorized Official or Grant Financial Officer ONLY)

 **May 15, 2017**  
SIGNATURE DATE

DJCS USE ONLY	
<b>ADMINISTRATIVE APPROVAL:</b>	
This request is approved in the amount of \$ _____	
Initials	Date
Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.	
Date	Program Accountant

At 9:35 a.m. Duane Hamilton presented the E-911 budget revision.

Increase 007-346-000 \$ 32,340.00  
 Increase 007-712-240 \$ 50,000.00  
 Increase 007-388-001 \$ 50,000.00  
 Increase 007-712-341 \$ 200.00  
 Increase 007-712-108 \$ 5,700.00  
 Increase 007-712-106 \$ 1,240.00  
 Increase 007-994-459 \$ 25,200.00

Increase 007-380-000 \$ 4,741.00  
 Increase 007-712-104 \$ 2,088.00  
 Increase 007-712-106 \$ 2,653.00

Decrease 007-712-103 \$ 5,000.00  
 Increase 007-712-108 \$ 5,000.00

At 9:40 Assessor Connie Ervin presented a budget revision for the Assessor's office.

Decrease 001-406-222 \$ 300.00  
 Increase 001-406-216 \$ 300.00

Kathy Mace presented the budget revision for the West Virginia University Extension Service.

Decrease 001-412-222 \$ 100.00  
 Increase 001-412-341 \$ 100.00

Decrease 001-412-216 \$ 850.00  
 Increase 001-412-341 \$ 850.00

Decrease 001-412-218 \$ 20.00  
 Increase 001-412-211 \$ 20.00

Decrease 001-412-221 \$ 50.00  
 Increase 001-412-211 \$ 50.00

Decrease 001-412-221 \$ 250.00  
 Increase 001-412-341 \$ 250.00

Commissioner Smith moved to approve the above-mentioned budget revisions as requested by Mr. Hamilton, Assessor Ervin and Kathy Mace on behalf of the extension office. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Jennings, and Price voting yes. Motion carried.

Under Miscellaneous Correspondence: Commissioner Jennings signed the application for permit or renewal to handle controlled substances for the Preston County Animal Shelter. (See attached)

Per Rule §15-1-14.4.2 renewal applications must be RECEIVED in our office by June 15th in order to allow time to process by June 30<sup>th</sup>

**West Virginia Board of Pharmacy**  
**2310 Kanawha Blvd. East**  
**Charleston, WV 25311**  
**APPLICATION FOR PERMIT OR RENEWAL TO HANDLE CONTROLLED SUBSTANCES**  
**July 1, 2017 to June 30, 2018**

All numbered lines must be completed or application will be returned.

Authority: Uniform CS Act 60A-3-301 & WV Legislative Rules 15-1-23 & 15-1-25

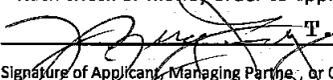
**Name, Street Address, & Mailing Address of Facility Needing Permit: (Please Type)**

**Preston County Animal Shelter**  
**278 Poor Farm Road**  
**106 West Main Street, Suite 202**  
**Kingwood, WV 26537**

**License #: HS0000067    DEA #: MP3245962    Phone #: 304-329-3461    County: Preston**

1. Name of owner of this facility or researcher applying for permit:  
Preston County Commission
2. Name and license # of your Consultant Pharmacist Kelley Reel  
HS0000067
3. \_\_\_\_\_  
 Name of person with controlled substance power of attorney if different from applicant.
4. Will you have drugs on individual patient prescriptions? Yes \_\_\_\_\_ No X
5. Will an emergency box of drugs be kept for administration by healthcare professionals? Yes \_\_\_ No X
6. If yes, show name of usual pharmacy \_\_\_\_\_ Lic: \_\_\_\_\_
7. Street Address: 278 Poor Farm Road City: Kingwood State: WV
8. Circle applicable drug schedules: **C-I    C-II    C-III    C-IV    C-V**
9. 25.3.2 Hospital or Medical Clinic (without pharmacy) **\$50.00**
- 25.3.3 Extended Care Facility or Nursing Home **\$25.00**
- 25.3.4 Non-government Training Institution **\$25.00**
- 25.3.5 Non-government Researcher **\$25.00**
- 25.3.7 Jails or Correctional Facilities **\$25.00**
- 25.3.8 Rescue or Emergency Squads **\$25.00**
- 25.3.9 Non-government Human Societies **\$25.00**

\*\*\*25.3.10 All Government Agencies or Employees are exempt from fees.

10. Attach check or money order to application. **Total Fees:** \_\_\_\_\_
11.  **Craig Jennings, President Preston County Commission**  
 Signature of Applicant, Managing Partner, or Officer Title Date 5/15/2017
12.   
 Signature of Consultant Pharmacist Date 5/15/2017

The commission also received a thank you card from Bonnie Cupp and the Albright United Methodist Church regarding the National Day of Prayer.

Commissioner Smith moved to approve the minutes from May 1, 2017. Commissioner Price seconded the motion. A roll call vote was taken with Commissioner Smith, Price and Jennings voting yes. Motion carried.

Under **NEW BUSINESS** Commissioner Smith moved to dispense with the reading in open court of the proceedings of the clerk of this Commission, 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, May 4, 2017, through Tuesday, May 9, 2017

The County Commission of Preston County this 15<sup>th</sup> day of May, 2017 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, May 4, 2017, the following matters were disposed of in the presence of the Clerk:**

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

**MARY LOUISE MIHALLIK**, who was named in the last will and testament of **ADA M. BUCKLEW**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

**On, Friday, May 5, 2017, the following matters were disposed of in the presence of the Clerk:**

The said estate of **JACK RAY RADFORD SR**, deceased was referred to **SHEILA K WILLIAMS ATTORNEY AT LAW**, a **FIDUCIARY COMMISSIONER** for the Preston County, for settlement thereof.

The said estate of **SAMUEL GILBERT STARCHER**, deceased was referred to **WOODROW E TURNER ATTORNEY AT LAW**, a **FIDUCIARY COMMISSIONER** for the Preston County, for settlement thereof.

The last will and testament of **CARLTON R. METHENY**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**C. PAUL ESTEP**, who was named in the last will and testament of **CARLTON R. METHENY**, deceased, as **EXECUTOR** thereof, qualified as such. No bond was required.

**On, Monday, May 8, 2017, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **MICHAEL ANDREW FIELD**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**CHIZUKO SULLIVAN ROARTY**, who was named in the last will and testament of **MICHAEL ANDREW FIELD**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

**On, Tuesday, May 9, 2017, 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, **GARY SIGLEY** was appointed and qualified as **ADMINISTRATOR** of the estate of **GENEVIEVE F. SIGLEY**, deceased. Bond was 3,000.00.

Subscribed and sworn to before me on 5/10/2017.

*Linda Huggins*

Linda Huggins  
Clerk of the Preston County Commission

By: *Tammy Johnson*  
Tammy Johnson, Deputy

Commissioner Smith moved to approve the Proceedings in Vacation from May 4 through May 9, 2017. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Commissioner Price moved that the foregoing 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 05/01/2017 thru 05/01/2017 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 Monday, May 15, 2017.

ESTATE NUMBER: 2675  
ESTATE NAME: ROSIE LEE BLOSSER  
EXECUTOR: CHARLES BLOSSER III  
SETTLEMENT: WAIVER OF FINAL SETTLEMENT  
FILED: 05/01/2017

ESTATE NUMBER: 2480  
ESTATE NAME: GEORGE W. EVANS  
EXECUTOR: EDWARD O. EVANS  
ATTORNEY: LYNNE C. CRANE, ESQ.  
J. DOUGLAS CRANE, LC.  
146 BENTON GROVE RD.  
MORGANTOWN, WV 26508  
SETTLEMENT: FINAL REPORT OF RECEIPTS AND  
DISBURSEMENTS, DISTRIBUTION AND AFFIDAVIT  
FILED: 05/01/2017  
\*\*\* NOTE OBJECTION FILED

ESTATE NUMBER: 2650  
ESTATE NAME: RICHARD LEE METZ SR  
ADMINISTRATRIX: LUCINDA MARSHALL  
SETTLEMENT: WAIVER OF FINAL SETTLEMENT  
FILED: 05/01/2017

ESTATE NUMBER: 2651  
ESTATE NAME: WILLIAM OPHA SHAHAN  
EXECUTRIX: HARRIET P. SHAHAN  
SETTLEMENT: WAIVER OF FINAL SETTLEMENT  
FILED: 05/01/2017

Subscribed and sworn to before me on 05/10/2017

*Linda Huggins*

Linda Huggins  
Clerk of the Preston County Commission

By: *Tammy Johnson*  
Tammy Johnson, Deputy Clerk

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

There were no Fiduciary Commissioner Quarterly Reports and/or Fiduciary Commissioner Reports presented.

New Business regarding the appointment of Matthew Bright to the Kingwood Parks and Recreation, Hoy Wiles' appointment to the Preston County Litter Clean-Up Committee and the Preston County Health Department appointment of Jim Fields to the Board of Health were tabled until the next county commission meeting on May 22, 2017.

Commissioner Smith made a motion to approve the minutes for May 8, 2017. Price seconded the motion. A roll call vote was taken with Commissioner's Smith, Jennings and Price voting yes. Motion carried.

At 9:45 a.m., Bill Shockey from the West Virginia Extension Office briefed the commissioners on agriculturally related programs and activities conducted through the county extension office and requested permission to use a portion of the area near the McGrew House to conduct an open-air farmers market on Saturday morning during the summer months.

Commissioner Jennings asked if the farmers market would consider setting up on another day or evening through the week to give the out of town/working people an opportunity to buy some of their market goods. Mr. Shockey will get back to the commissioners after he speaks with the vendors.

May 15, 2017

Good morning Mr. Jennings, Mr. Price, and Mr. Smith.

The purpose of my presentation this morning is 2-fold. First, I want to provide a brief update on agriculturally related programs and activities conducted through the county extension office and, second, I am requesting permission to use a portion of the area near the McGrew House to conduct an open-air farmers market on Saturday mornings during the summer months.

1) Major agricultural education programs include: 1) Educational Winter Dinner Meeting series; this winter's topics included grazing management, woodlot and wildlife management, and cattle marketing (over 90 attended Preston County program); 2) Participation in the PA, MD, and WV Pasture symposium held in January in Accident, MD (over 100 attendees, many from Preston County); 3) Collaborate with the Preston Farmer's Market to participate in the WV Quality Assurance Cattle Marketing Pool and Sale; 4) Bull Breeding Soundness Examinations in April; 5) Preston County Master Gardeners Program (25 active members) and Certification Course (new enrollees); and 6) Youth Agricultural programming in collaboration with 4-H and FFA (over \$300,000 gross value of Buckwheat Festival Youth Livestock Sale). David and I are both heavily involved in the Preston County Buckwheat Festival, as Farmer's Day Chairman I was responsible for the selection of King Buckwheat who was announced at the Royalty Pageant on May 6. For several years I have been working with local producers and regional veterinarians to improve the access of producers to preventative veterinary care. Just last week I became excited to learn that I was successful in obtaining a 2-year grant valued at \$67,000 from the USDA to educate producers on the value of having routine veterinary care for livestock, to organize veterinary visitation pools to make drive time more efficient for veterinarians that have to travel 1 to 2 hours one way to make a farm call, and to continue development of a smartphone application to improve communication between livestock producers and remotely located veterinarians.

2) We have always had good success and enjoyed a mutually positive relationship with the McGrew Society and the McGrew House Grove is a beautiful setting to hold an open air farmer's market. We are sensitive to scheduled activities of the McGrew Society which include Civil War encampments and Order of the Rhododendron presentations and others, and in the past have been able to locate vendors in such a way as to minimize distractions. We will certainly defer to the needs of the McGrew Society events in setting up the market.

Again this year, the market will operate on Saturday mornings from 9:00 am to 11:00 am, so allowing time for set up and tear down I'm requesting access between 8 am and noon. The normal starting date would be July 1, 2017, but after conferring with some new vendors, I'm going to request permission to begin as early as June 10. I have a vendors meeting scheduled for May 17 and will confirm dates for some vendors who

use high tunnels to extend their growing season. The last date will be September 23, which is the Saturday before the Buckwheat Festival.

Again, as previous years, I've provided a copy of the certificate of liability from the insurers of Main Street Kingwood to Ms Mace.

Thank you.

Bill Shockey  
Preston County Extension Agent  
Agriculture and Natural Resources

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At 10:00 a.m., Sheriff Dan Loughrie and Lesa Davis of CIA Custard regarding the replacement of the 2015 Ford Explorer. An offer of \$65,000.00 was made for replacement of the vehicle excluding equipment. The commissioners accepted the offer.

At 10:05 a.m., Becky Shackelford from the Preston County 4-H Camp requested funds in the amount of \$2,959.00 to renovate the kitchen at the 4-H camp. In the last meeting commissioners gave \$3,505.00 for upgrades to their restrooms. This would bring their total to \$6,464.00. Commissioners asked for before and after photographs and copies of receipts.

Commissioner Smith moved to approve funding for the kitchen upgrades. Commissioner Price seconded the motion. A roll call vote was taken with all commissioners voting yes. Motion carried.

At 10:10 a.m., Commissioner Smith moved to go into Executive Session regarding legal matters. Commissioner Price seconded the motion. Motion carried. In attendance were the three commissioners and Administrator Kathy Mace.

Commissioner Smith moved to accept the preparation of a new year to year lease between Matthew Bronze Inc. and the Preston County Commission. This will be prepared by Prosecuting Attorney Mel Snyder and the terms of the agreement will be within the new lease. This is regarding the old Kenney Shoe Factory property held by the Commission and leased by Matthews Bronze Inc. Commissioner Price seconded the motion. A roll call vote was taken with all Commissioners voting yes. Motion carried.

Commissioner Smith moved to leave Executive Session at 10:14 a.m. with Commissioner Price seconding the motion. Motion carried.

At 10:15 a.m. Commissioner Smith moved to go into a second Executive Session with Commissioner Price seconding the motion. Motion carried.

In attendance at the second Executive Session were the three commissioners, Administrator Kathy Mace and Asst. Prosecuting Attorney Anne Armstrong. As a result of this session, Commissioner Smith moved to accept the resignation of Preston County Animal Shelter Director Brittany Shearer. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

At 10:30 a.m., Hampton Cokeley from Senator Shelley Moore Capitos' Office introduced Jessica Cross to the Commissioners. She is the new field representative for our area.

At 10:35 a.m. – Recess.

Meeting called back into session at 1:00 p.m.

Jared Martin and Ashley Chavez with Enterprise presented information to the commission and Sheriff and answered questions. The commission would have an Account Representative. We would report all issues pertaining to each leased vehicle, maintenance, and accidents or otherwise. Enterprise will track all and be responsive within a 24-hour period as to when it may be a good time for a vehicle to be traded in for a new lease, giving the commission, sheriff or Assessor the option. The Assessor was reassured that not all vehicles are required to be leased. Contract is not binding, therefore can be cancelled at any time. The commission will consider the lease at a future meeting.

Commissioner Price removed himself from the meeting at 1:55 due to a prior engagement.

Meeting adjourned at 2:10 p.m.

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Commissioner

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Commissioner

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Commissioner

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