

**REGULAR SESSION**  
**May 8, 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 8, 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 Commissioner 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	Rod Rogers
Theresa Marthey-Preston N& J	Wendy Madden
Kathy Plum-Dominion Post	Tonya Myers
Edward Alan Hawkins	Nathan Schoetz
Mike Scott	Tim DeFazio-WDTV
Bill Shackelford	Robert Folliard-WDTV
Becky Shackelford	Joyce Shannon Bolyard
Melissa Hardy	Joan Cathell
David Hartley	Crystal Bolyard
Joyce Ely	Deanna Lively
Michael Cilella	

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 1<sup>st</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.

There was no tax correction list.

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 FEMA weekly, trying to urge the final payment of reimbursement due us from Hurricane Sandy 2012.

Commissioner Smith moved to cancel regularly scheduled meetings on July 3<sup>rd</sup>, August 7<sup>th</sup>, and September 5<sup>th</sup>, 2017, due to scheduling conflicts. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Commissioner Smith reminded the press of the upcoming Preston County Rabies Clinics that are scheduled for May 15<sup>th</sup> - 19<sup>th</sup>.

At 9:35 a.m. Melissa Hardy presented the Sheriffs Budget Revision.

Increase	001-382-000	\$ 213.00
Increase	001-700-104	\$ 16.00
Increase	001-700-106	\$ 26.00
Increase	001-700-108	\$ 171.00
Increase	001-382-005	\$10,312.00
Increase	001-700-217	\$10,312.00
Increase	001-382-000	\$ 1,259.00
Increase	001-700-343	\$ 1,259.00
Decrease	001-700-343	\$ 2,275.00
Increase	001-700-217	\$ 2,275.00

Commissioner Smith moved to approve the budget revision as requested by Ms. Hardy. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

**RESOLUTION**

At a Regular Session of the County Commission, held on May 8, 2017 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 22, 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 Jennings, the vote thereon was as follows:

<b>Commissioner</b>	<b><u>Dave Price</u></b>	<b>Yes</b>
<b>Commissioner</b>	<b><u>Don Smith</u></b>	<b>Yes</b>
<b>Commissioner</b>	<b><u>Craig Jennings</u></b>	<b>Yes</b>

**WHEREUPON,** President Jennings 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.

Commissioner Smith moved to approve the minutes from April 24, 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 Wednesday, April 26, 2017, through Tuesday, May 2, 2017**

The County Commission of Preston County this 8<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, Wednesday, April 26, 2017, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of GERTRUDE SATTERFIELD, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

DONNA JAQUELINE SATTERFIELD, who was named in the last will and testament of GERTRUDE SATTERFIELD, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

**On, Thursday, April 27, 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, MARIETTA JEAN HERSHMAN was appointed and qualified as ADMINISTRATRIX of the estate of ALLEN RAY HERSHMAN, deceased. Bond was 1,000.00

**On, Friday, April 28, 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, DELORIS M. SISLER was appointed and qualified as ADMINISTRATRIX of the estate of LARRY JUNIOR SISLER, deceased. Bond was 500.00.

**On, Monday, May 1, 2017, the following matters were disposed of in the presence of the Clerk:**

The said estate of RAYMOND KENNETH HAUSER, deceased was referred to WOODROW E. TURNER ATTORNEY AT LAW, a FIDUCIARY COMMISSIONER for the Preston County, for settlement thereof.

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, JEANNINE RILEY was appointed and qualified as ADMINISTRATRIX of the estate of KENNETH W. SANDERS, deceased. Bond was 10,000.00.

**On, Tuesday, May 2, 2017, the following matters were disposed of in the presence of the Clerk:**

A duly copy of the last will and testament of DORIS JEAN EVERLY, deceased, late a resident of PRESTON, WEST VIRGINIA, was admitted to record.

Subscribed and sworn to before me on 5/3/2017

Linda Huggins  
Clerk of the Preston County Commission



By   
Lynette Scott, Deputy Clerk

Commissioner Smith moved to approve the Proceedings in Vacation from April 26 through May 2, 2017. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

There was no estate settlements, Fiduciary Commissioner Quarterly Reports or Fiduciary Commissioner Reports.

Commissioner Jennings recognized Ed Hawkins as Monongalia County Commissioner.

David Hartley introduced Joyce Ely, President of CEOS organization who asked the commission to proclaim May 21 - May 27 as national Community Educational Outreach Week. Commissioner Jennings read the Proclamation with Commission Price moving to accept the proclamation and proclaiming the week of May 21 - May 27 be proclaimed as National CEO Week. An open house will be hosted at the WVU Extension Office on Thursday May 25<sup>th</sup> from 1:00 to 3:00 pm by the Preston County CEO's. Commissioner Smith seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried. (See attached)



# PROCLAMATION


**WHEREAS,**  
The West Virginia Community Educational Outreach Service (CEOS) and  
*Preston County CEOS*  
are volunteers with a Mission to broaden SERVICE in our  
COMMUNITY, continue lifelong EDUCATION to strengthen  
individuals and families, and provide an OUTREACH for leadership.

**WHEREAS,**  
In partnership with West Virginia University Extension Service,  
the CEOS pledges that its purpose of Education will assist us  
in meeting the needs of a changing and diverse society.


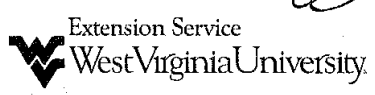
**WHEREAS,**  
For their significant service and contribution  
to the well-being of family and community.

BE IT KNOWN, that *Preston County Commissioners*  
hereby proclaims May 21-27 as  
COMMUNITY EDUCATIONAL OUTREACH SERVICE WEEK

IN WITNESS WHEREOF, given under our hand and seal.



Mayor and / or Commissioner



Commissioner Jennings recessed the meeting @9:52 a.m.

Commissioner Jennings reconvened the meeting @ 10.00 a.m.

Michael Cilella from BOST would like to present to the commission a Short-Term Disability Plan. In order to do so, they need census information that would have to come from the County Clerk's Office. Commissioner Smith moved to allow Michael Cilella to receive information in order to assist them with data to quote a Short-Term Disability Insurance to the commission at a future date. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Judy Shackelford requested from the County Commission assistance to help with funding the upgrades necessary at the Preston County 4-H Camp. The camp property will soon be supplied with public water and the plumbing fixtures in the camp need upgraded in the restrooms, showers and kitchen areas. Commissioner Price moved to donate \$3505.00 to Preston County 4-H in order to begin the upgrades to the showers and restrooms. Commission Smith seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Mrs. Shackelford will later present more detailed quotes for the kitchen upgrades that will be needed.

Commissioners heard from Tracy-check plan itemized deductions. Their company would work with the payroll department in assisting employees to take advantage of the IRS SP Plus. Some items are tax deductible and under certain circumstances they can be tax deductible through the Payroll Department. They asked permission to get email addresses of the employees in order to offer them this information and that they may take advantage of these IRS benefits. The County would benefit by paying less in the FICA match and worker's compensation rates while the employee would take home more in their paycheck.

Lynn Kilkenny from WesBanco introduced Nathan Schoetz from their Treasury Management group, Electronic Department of Banking. They presented the Box Card, that could be used by the county employees and in return the county would receive a percentage of the charges made by its employees. In comparison the State Purchasing Card, the county receives a rebate, along with the state receiving another portion of the rebate. Mr. Schoetz stated the WesBanco Box Card would offer a point for every dollar spent. The State Purchasing Card currently offers ½ point per every dollar.

Commissioner Recessed the meeting at 10:50 a.m.

Commissioner reconvened the meeting at 11:00 a.m.

Tim Rob from WDTV offered their services to assist Commissioner Smith in preparing and gathering documentation needed to present the FCC with a petition in conjunction with the Monongalia County Commission. It was recommended that the FCC would take more notice if more than one county was represented in the petition.

Commission Jennings recessed the meeting at 11:20 a.m.

Commissioner reconvened the meeting at 1:00 p.m.

Commissioner Smith moved for the Commission to go into Executive Session, Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Those in attendance of the executive session are as follows: Commissioner Jennings, Price and Smith along with Administrator Mace. Administrator Mace left executive session. Animal shelter employee, Brittany Shearer entered executive session. Brittany Shearer left executive session, then Commissioner Jennings asked Administrator Mace to re-enter the executive session meeting and Commissioner Smith moved to end executive session at 2:25 p.m. Commissioner Price seconded the motion. A roll call vote was taken, with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Commissioner Jennings called the meeting back into session at 2:30p.m.

Joyce Shannon Bolyard and Joan Cathell appeared before the commission to express their concern and displeasure that the Preston County Animal Shelter is accepting dogs from South Korea. Mrs. Bolyard and Mrs. Cathell come from a knowledgeable background and have trained dogs in obedience.

Mrs. Bolyard stated in 2014 there was an outbreak of Canine Influenza and it was traced back to dogs that had been brought from South Korea to the United States. She stated the small Preston County animal shelter should not be spending tax payer's dollars and donations to care for these animals from overseas. They expressed information regarding the South Korean dogs could be part of a scam in order to persuade our shelter to accept these animals. Commissioner Jennings stated the dogs from Korea are vet checked 3 times before leaving the shelter, the Humane Society of the United States pays us to take the dogs and we benefit by being recipients of grants from the Humane Society because of these services. Mrs. Bolyard and Mrs. Cathell asked if the PC Shelter has a shortage of animals?

Mrs. Bolyard also suggested implementing a return pet policy for instance, if adoption doesn't work out they could return the adopted pet back to the Preston County Animal Shelter. She also expressed a concern over different adoption fees being quoted over the phone. Once a \$200.00 fee was quoted and another time \$150.00 was quoted. The commissioners appreciated the information and were enlightened with the knowledge.

Commissioner Smith moved the commission return to Executive Session at 3:10 p.m. Commissioner Priced seconded the motion. A roll call vote was taken, with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Commissioner Smith moved to come out of executive session, Commissioner Price seconded the motion.

Commissioner Smith moved to temporarily suspend Brittney Shearer, Preston County Animal Shelter employee without pay effective May 9, 2017 until May 15, 2017 when the commission can meet again to further discuss and make other decisions if necessary. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Jennings voting yes. Motion carried.

Meeting adjourned 3:42 p.m.

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Commissioner

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