

A G E N D A
PRESTON COUNTY COMMISSION
MAY 5, 2020
5:30 P.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 – None
County Court Split – None

Recognition of Scheduled Appointments

5:32 pm Preston County Health Department – COVID-19 Virus Update

Approval of Minutes – April 14, 21, 2020

Proceedings in Vacation – April 23, 2020 through April 29, 2020

Estate Settlements – None

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. Update on Primary Election Center
- C. Tax Exempt Application for County Property
- D. Budget Revisions
- E. Miscellaneous Correspondence

Personnel Matters- Consideration and/or action

Matters- Consideration and/or action

Information

- A. Minutes – March 17, 18, 19,20, 2020
- B. Miscellaneous Correspondence

Commissioners Comments

STATE OF WEST VIRGINIA, COUNTY OF PRESTON, Ss:

The Preston County Commission met in Regular Session at 5:30 p.m., May 5, 2020 in the County Commission Meeting Room.

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

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.

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

Recognition of Scheduled Appointments

5:32 p.m. Preston County Health Department-COVID-19 Virus Update

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

Mr. Davis explained that for the first time the Health Department has released the total number of people in Preston County that have been tested for the virus and went on to clarify the reason they hadn't done it before is because there have been 684 individuals tested in Preston County but some people have gotten tested in Garrett County or Morgantown clinics and hospitals and those places are not required to furnish negative results to the local health departments. They do report them to the State Health Department but they don't break it down by county.

Currently in Preston County there are 13 positive cases; 3 are treating at home; 1 is in the hospital; 8 have recovered and there has been 1 death. Statewide there are 1242 positive cases and 50 deaths; 2.25%.

Mr. Davis stated that the reason the state site lists Preston County with no deaths is because an individual with a permanent residence in Preston County tested positive but at the time of their death, they were residing at a facility in Monongalia County.

Originally, they credited the positive case and death to Preston County then the state moved it to Monongalia County since they were living in Mon County when they passed.

He reminded everyone that as things begin to open up and people start to get out that the virus is still here and we still need to be very diligent. Only go out as needed, continue to wash hands regularly and practice social distancing.

He said the most important is the face coverings. They are not required but provide an extra level of protection for you and those around you.

Approval of Minutes – April 14, 21, 2020

Commissioner Smith made a motion to approve the minutes of April 14, 2020. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone 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, had in vacation on, April 23, 2020 thru April 29, 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, April 23, 2020, through Wednesday, April 29, 2020

The County Commission of Preston County this 5th day of May, 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, Monday, April 27, 2020, the following matters were disposed of in the presence of the Clerk:

The said estate of **CLOYD W MARTIN**, deceased, was referred to **WOODROW E TURNER**, a **FIDUCIARY COMMISSIONER** for the Preston County Commission, for settlement thereof.

EMY LOU RECKART LIVENGOOD, who was named in the last will and testament of **ELIZABETH A. RECKART**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

On, Tuesday, April 28, 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, **KIMBERLY D MCCOURT** was appointed and qualified as **ADMINISTRATRIX** of the estate of **BERNARD ALLEN MCCOURT**, deceased. Bond was \$40,000.00.

The last will and testament of **LUCAS QUINN HAYES**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

SHANNON M. HAYES, who was named in the last will and testament of **LUCAS QUINN HAYES**, deceased, as **EXECUTOR** thereof, qualified as such. No bond was required.

Subscribed and sworn to before me on 04/29/2020

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 – None

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 updated the commission on her efforts in getting the buildings prepared for re-opening to the public on May 18, 2020.

She said there are restrictions on the amount of people that can be in the buildings and she has been working with V.J. in making sure of the square footage. They are going to start tomorrow on identifying the areas where people will stand and wait.

She hopes to hear back from the Supreme Court this week with details on how they plan on reopening.

The plan is for the flow of traffic to come in one door and exit out another. She said it was imperative that people wear a face covering when they are coming into a county building for the utmost protection of everyone.

She said the clerk's office and the assessors office have shields on the counters for protection of both sides.

She plans to have someone posted at the front door and hopes to have a protocol to send out to all employees by next week.

Some employees are still working from home and that may continue after the opening or until the Governor lifts the restrictions.

Ms. Mace also advised that there is now a purchasing card that will be activated to purchase items with the \$100,000 received from the Governor. It is exclusive to these purchases only and will have a declining balance.

Once the money is expended the card goes away. The only persons authorized to use the card are Duane Hamilton, Lois Bulford, and Justin Wolfe from OEM-911 and Kathy Mace, County Administrator.

B. Update on Primary Election Center

Ms. Mace updated the commission on the space at the Kingwood Plaza being occupied by the clerk's office for early voting and poll worker training.

She said the lease starts May 1, 2020 and there will be some additional security added and some signage and expects it all to be in place by the start of early voting on May 27, 2020.

C. Tax Exempt Application County Property

Kathy Mace asked for the President to be authorized to sign a Tax Exempt Application for the Assessor on property purchased on Caddell Mountain where the tower is located.

Commissioner Smith moved to authorize the President to sign the Tax Exempt Application for the property purchased for the new tower. Commissioner Price

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

PRESTON COUNTY ASSESSOR'S OFFICE

106 W. MAIN STREET, STE. 101
KINGWOOD, WV 26537-1131

Phone: 304-329-1220
Fax: 304-329-1643

TAX EXEMPT APPLICATION

TAX YEAR 2021

DATE 4-21-2020

County Commission of Preston County

Preston County 911

Owner of Property
106 W Main St Suite 202
Address of Property
Kingwood WV 26537
304-329-1805

Name of Organization
300 Rich Wolfe Dr
Mailing Address
Kingwood WV 26537
304-329-1855
Phone Number

Change address to match other County Com Properties.

Is Real Property rented or leased Yes No

Please give the reason why you believe this Real Estate or Business Personal Property should be tax exempt. Also state "USE" of property.

Name of leasee

Tower Site for the E911 Center

Address of leasee

I certify that I will notify the Assessor within thirty (30) days if this real estate is no longer used for tax exempt purposes.

[Signature]
Signature

Applicant must furnish a copy of Federal Income Tax U.S.C. 26 §501(c) or (c) (4).

Deputy
[Signature]
Appraiser

Portland-30-14.4
District: Map Parcel Real Estate:
District Account # Business Personal

Notes: _____

Approved Denied [Signature]
Connie R. Ervin, Preston County Assessor

D. Budget Revisions

Commissioner Smith moved to approve the budget revisions as presented by Kathy Mace for Community Corrections and OEM/911. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone voting yes. Motion carried. (See attached.)

PRESTON COUNTY



PRESTON COUNTY

E-911 Communication Center

300 Rich Wolfe Dr.
Kingwood, WV 26537
Phone: 1-304-329-1855
Fax: 1-304-329-2530

Director: Duane Hamilton

Deputy Director: Justin Wolfe

April 29, 2020

To: Preston County Commission
106 W Main St, Suite 202
Kingwood, WV 26537

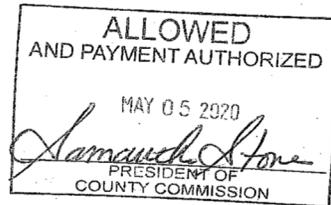
Re: Budget Revision

Decrease: 001-711-221 \$500.00
Increase: 001-711-341 \$500.00

Reason: Payment of Bills

Thank You,

Duane Hamilton



PRESTON COUNTY COMMUNITY CORRECTIONS PROGRAM DAY REPORT CENTER

101 W. MAIN STREET
ROOM 103
KINGWOOD, WV 26537
(304) 329-0937 PHONE
(304) 329-0937 FAX



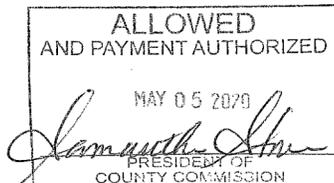
KRISTA MCDONALD
PROGRAM DIRECTOR
JOHN WAGNER II
ASSISTANT

DATE: 04/28/2019

Budget Revision Request

Purpose: To move funds from Professional Services to Capital Outlay Equipment for the purpose of purchasing tablets from US Cellular for use by the Preston Community Corrections Program.

Increase: Capital Outlay Equipment	001-731-459.22	\$6,000
Decrease: Professional Services	001-731-223.22	\$6,000



E. Miscellaneous Correspondence

Wednesday, May 6, 2020 – 11:00 a.m. Conference call with Attorney General Patrick Morrisey (Anyone wishing to join the phone conference can call the office for the dial in #. It will also be available on Facebook.)

Wednesday, May 6, 2020 – 2:30 p.m. Countywide call with Health Department.

Personnel Matters-Consideration and/or action

Legal Matters-Consideration and/or action

Information

- A. Minutes-March 17, 18, 19, 20, 2020
- B. Miscellaneous Correspondence

Commissioners Comments

Commissioner Smith reported that as of May 3, 2020 the Preston County Census percentage response rate was 48.3% and there are 13 counties over 50%. He stressed how important it is for people to complete their Census. He said it doesn't take long and can be done online or by phone. He doesn't want Preston County to miss out on federal funds from not being counted properly. It helps with funding for senior citizens, education, roads, broadband and more.

Commissioner Stone advised that May 4-8, 2020 is National Teacher Appreciation Week and she gives a big thank you to all the teachers.

She also recognized Peace Officer Memorial Week is May 11-15, 2020 for all fallen officers. The flag, on the courthouse lawn will fly at half mast and at Friday, May 15, 2020 the historic bell will ring at noon in honor of all the fallen officers.

At 6:11 p.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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05/05/2020