

**A G E N D A**  
**PRESTON COUNTY COMMISSION**  
**JULY 14, 2020**  
**9:00 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 – Bailey Kevin D & Mary E, Personal Property  
Cobb Dana & Miracle, Personal Property - Cobb Dana & Miracle, Personal Property  
Collingwood David E, Personal Property – County Commission, Real Estate  
Frazee Kevin & Lois, Personal Property – Wright Danny L, Personal Property

County Court Split – None

**Recognition of Scheduled Appointments**

9:03 a.m. Preston County Health Department – COVID-19 Virus Update  
9:10 a.m. Jennifer Lewis, Chief Tax Deputy- Regarding West Virginia Interactive and the  
West Virginia Department of Motor Vehicles - Update

**Approval of Minutes – June 15, 2020**

**Proceedings in Vacation – July 2, 2020 through July 8, 2020**

**Estate Settlements – June 29, 2020 thru July 2, 2020**

ESTATE NAME: TINA HUFFMAN BARTHOLOMEW  
ESTATE NAME: NAOMI I DAVIS  
ESTATE NAME: DOUGLAS W. RHODES  
ESTATE NAME: DAVID H. TUCKER

**Fiduciary Commissioner – None**

**Old Business – Consideration and/or action –**

**New Business – Consideration and/or action –**

- A. Friends of the Cheat (FOC) letter - Requesting a letter of support for the AML Pilot Grant
- B. Preston County Parks and Recreation Commission (PCPaRC) letter – Requesting a letter of support for the AML Pilot Grant
- C. Request for funding Town of Bruceton Mills – dam project

**Administrator's Report – Consideration and/or action**

- A. Update COVID-19 Virus
- B. Update on HVAC controller project for the Preston County Courthouse
- C. HAVA Grant Approval
- D. Approve lease for Dailey Property – Community Corrections Program
- E. Election Center - Updated
- F. Budget Revisions
- G. Miscellaneous Correspondence

**Personnel Matters- Consideration and/or action**

**Legal Matters- Consideration and/or action**

**Information**

- A. Minutes – None
- B. Miscellaneous Correspondence

**Commissioners Comments**

The Preston County Commission met in Regular Session at 9:00 a.m., July 14, 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 – Health Department	Biff Armstrong-IT
Connie Ervin-Assessor	Deanna Lively
Jennifer Lewis-Chief Tax Deputy	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 Smith moved to approve the Tax Correction List, dated July 14, 2020 in the amount of \$3,115.64 as presented by Assessor Connie Ervin. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone voting yes. Motion carried.

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

## **Recognition of Scheduled Appointments**

### **9:03 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 Virus Update.

Mr. Davis reported that Preston County currently has 81 tested confirmed positive cases; 21 probable cases; 2 deaths; 77 have recovered and they still continue to track 23 actives still under quarantine.

They completed the community testing on Friday and Saturday and tested 733 people, most of which were from Preston County. He said Monongalia County was doing testing the same day and was backed up so he believes some of ours was carryover from them. As soon as he gets the results back, he will put out a press release with the results.

He said yesterday the Governor closed the bars in Monongalia County and reduced statewide the number of social gatherings from 100 to 25 and also closed fairs and festivals due to the huge uptick in cases in West Virginia in the last couple of weeks.

### **9:10 a.m. – Jennifer Lewis, Chief Tax Deputy – Regarding West Virginia Interactive and the West Virginia Department of Motor Vehicles – Update**

President Stone introduced Jennifer Lewis, Chief Tax Deputy.

Ms. Lewis explained that the Preston County Tax Office was selected to be a test site for the DMV that will give them more access to the DMV system which will allow them to better help the public when processing vehicle renewals to cut down on customer wait time.

Only Monongalia, Preston and Pleasants Counties were selected to be test sites. She said there are additional fees associated with the process.

## **Approval of Minutes – June 15, 2020**

Commissioner Smith moved to approve the minutes of June 15, 2020. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone voting yes. Motion carried.

## **Proceedings in Vacation – July 2, 2020 through July 8, 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 2, 2020 through July 8, 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

Estates from Thursday, July 2, 2020, through Wednesday, July 8, 2020

The County Commission of Preston County this 14<sup>th</sup> 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 Monday, July 6, 2020, the following matters were disposed of in the presence of the Clerk:**

Certification of Completion of Ancillary Administration of West Virginia Real Estate Without Appointment was filed for the estate of **JAMES W. CARROLL**.

**On Tuesday, July 7, 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, **JAMES A LOBB** was appointed and qualified as ADMINISTRATOR of the estate of **JOHN DAVID JONES SR**, deceased. Bond was \$250,000.00.

The last will and testament of **EMMA TERESA HOUSNER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**LYNN DALE HOUSNER**, who was named in the last will and testament of **EMMA TERESA HOUSNER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

**On, Wednesday, July 8, 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, **GARETH LYNN JENNINGS** was appointed and qualified as ADMINISTRATOR of the estate of **RHONDA LANE JENNINGS**, deceased. No bond was required.

Subscribed and sworn to before me on 07/09/2020

Linda Huggins  
Clerk of the Preston County Commission

By \_\_\_\_\_  
Tammy Johnson, 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 – June 29, 2020 thru July 2, 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 06/29/2020 thru 07/02/2020 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 14, 2020.

ESTATE NUMBER: 2603
ESTATE NAME: TINA HUFFMAN BARTHOLOMEW
ADMINISTRATOR: JOHN BARTHOLOMEW
SETTLEMENT: AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT
FILED: 07/02/2020

ESTATE NUMBER: 3220
ESTATE NAME: NAOMI I DAVIS
EXECUTRIX: SHARON D DAVIS
SETTLEMENT: AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT
FILED: 06/29/2020

ESTATE NUMBER: 3273
ESTATE NAME: DOUGLAS W. RHODES
ADMINISTRATRIX: TAMMY L. RHODES
SETTLEMENT: AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT
FILED: 07/01/2020

ESTATE NUMBER: 3162
ESTATE NAME: DAVID H. TUCKER
EXECUTRIX: GINGER SUE TUCKER
SETTLEMENT: AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT
FILED: 07/02/2020

Subscribed and sworn to before me on 07/08/2020.

Linda Huggins (handwritten signature)

Linda Huggins
Clerk of the Preston County Commission

By: Tammy Johnson (handwritten signature)
Tammy Johnson, Deputy

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 –

A. Friends of the Cheat (FOC) letter – Requesting a letter of support for the AML Pilot Grant

Kathy Mace presented a letter of support for Friends of the Cheat for a project that has been going on since 2008. A Cheat River Trail Interpretative Center

for the rail trail that goes along the Cheat River in Preston at the old Patriot Mining site.

Commissioner Price moved to sign the Letter of encouragement for Friends of Cheat. 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 14, 2020

Dear AML Economic and Community Development Pilot Program Review Panel,

On behalf of Preston County Commission, please accept this Letter of Support for Friends of the Cheat's 2020 AML Economic and Community Development Pilot Program Application for the Cheat River Trail Interpretative Center. We strongly support this grant application to enhance Preston County and the region through the construction of the Cheat River Trail Interpretative Center at the trailhead park formerly known as the "Preston Site". For nearly two decades, this property has been underutilized, despite its relatively flat landscape and prime location along the Cheat River. FOC's vision for this site was hatched in 2008, and the Commission supports their efforts to finally realize the revitalization of this brownfield.

As the leader in county government, we the Preston County Commission values this project as it will enhance our community both in terms of livability for local residents and by creating a destination that will attract tourists and outdoor recreationalists. Successful implementation will benefit our community, and the region, by maximizing economic benefits from the previously AML Pilot-funded FOC trail projects (FY18 RECREATE and FY19 RECREATING).

We look forward to our continued partnership with Friends of the Cheat and offer our strong support of the project for its economic and community benefits for Preston County.

Thank you for your consideration.

Respectively submitted,

Three handwritten signatures are shown in black ink. The first signature is for Samantha Stone, the second for Dave Price, and the third for Don Smith. Below each signature is a horizontal line, and under each line is the name and title of the signatory.  
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](http://www.prestoncountywv.org)

**B. Preston County Parks and Recreation Commission (PCPaRC) letter – requesting a letter of support for the AML Pilot Grant**

Ms. Mace presented an AML Pilot Grant for the development of the Kingwood Trailhead Park and Northern Rail-Trail Gateway in west Kingwood.

Commissioner Price moved to sign the Preston County Parks and Recreation Commission letter of support for another AML Pilot grant. 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 14, 2020

To Whom It May Concern,

Please consider this correspondence as a Letter of Support for the Preston County Parks and Recreation Commission's Abandoned Mine Lands (AML) Pilot grant proposal for the development of the Kingwood Trailhead Park and West Virginia Northern Rail-Trail (WVNR) Gateway. If funded, the proposal project will elevate the City of Kingwood, the county seat for Preston County, to official "Trail Town" status.

Much is happening in Preston County towards trail development and outdoor recreation including expansion of rail-trails and creation of the Mountaineer Trail Network Association (MTNA). The Parks and Recreation Commission's proposed project is instrumental in building on these county-wide trail initiatives and establishing Kingwood as a Trail Town. This project will safely connect our Preston County Communities and lay out the framework for additional trail connections to be included in the MTNA. The Pumtrack, Pavilion, 5K Fitness Trail, and Art Garden Trail & Putt-Putt will provide much needed recreation amenities and public park space for our youth and families, as well as incentivize families and businesses to want to relocate here.

The Preston County Commission strongly supports the efforts of the Preston County Parks and Recreation Commission.

Thank you for your consideration.

Respectfully submitted,

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

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**C. Request for funding Town of Bruceton Mills – dam project**

Ms. Mace presented a request from the Town of Bruceton Mills for the Commission's consideration for financial support from the commission for the Bruceton dam project. Total cost of the project is \$42,500.00.

Commissioner Smith said he has been working with Laura Delaney and other representatives from the Governor's office on the project. They would like to get a financial commitment to at least get the permitting done before spring flood season. They are afraid it could erode back another 10 feet.

Commissioner Price said he met previously with the conservation agency that takes care of streams and after inspection, believed it would also involve some dam

work because of its proximity to the dam. The conservation agency indicated they didn't have money for that and he indicated to them that the commission didn't have money for that either.

It was suggested that when Commissioner Smith got an idea of what they are asking for financially then it could be presented again.

### **Administrator's Report – Consideration and/or action**

President Stone recognized Kathy Mace for the Administrators Report.

A. Update COVID-19 Virus

Ms. Mace stated that the county facilities continue to practice what they have been following, by asking questions and taking temperatures, always taking direction from the health department.

She has been refreshing signage and continues to seek funding opportunities under the CARES funding.

B. Update on HVAC controller project for the Preston County Courthouse

The new controller and valve are in and the project is finished.

C. HAVA Grant Approval

Ms. Mace presented a HAVA Grant for security and election equipment in the amount of \$33,589.88 for the purchase of 4 additional precinct scanners, to have as spares, and the physical security for the election equipment at the Kingwood Plaza.

Commissioner Smith moved to approve and sign the HAVA Security Grant application. 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 COMMISSION



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

July 14, 2020

West Virginia Secretary of State  
Attention: Chris Alder  
State Capitol  
Building 157-K  
Charleston, West Virginia 25305

Dear Mr. Alder,

Attached is the Preston County Commission's 2020 HAVA SECURITY FUNDS SUB-GRANT REQUEST in the amount of

Due to the fact that ES&S is already the vendor for election equipment we have provided you the quote from ES&S in the amount of \$24,820.00 (quote included)  
This equipment (DS200's) is needed to have during canvass and a spare to use in emergencies. If there is a break down during Election Day, we need spares to replace equipment.

Due to the fact that we currently have a contract with Select Security for our security equipment in the courthouse, annex and 911 we have included the quote for the physical security for the election equipment in the amount of \$8,769.88 (quote included). This amount is well under the threshold which would require a competitive bid.  
We have had to relocate our election early voting and storage due to the limitations at the previous location which was our 911 center training room. Therefore security is needed at the new location.

It is our understanding that the county commission will be responsible for 50% of the cost associated with the election equipment which totals \$12,410

It is our understanding that the county commission will be responsible for 15% of the cost associated with the physical security for the election equipment which is \$1,315.48

Total Project Costs \$33,589.88  
• Total Matching funds \$13,725.48  
• Total Grant funds \$19,864.40

Preston County Commission is committed to the matching funds required to apply for the security sub-grant award.

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Phone (304)329.1805 • Fax (304)329.3192 • TDD (304)329.0652  
[www.prestoncountywv.org](http://www.prestoncountywv.org)

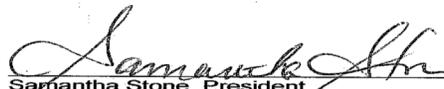
PRESTON COUNTY COMMISSION



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

July 14, 2020

The Preston County Commission has no indebtedness, arrearage or obligation to the State of West Virginia or its agencies.

  
Samantha Stone, President  
Preston County Commission

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**Attachment A**

**WEST VIRGINIA SECRETARY OF STATE  
2020 HAVA SUBGRANT INFORMATION**

**Federal Award ID:** WV20101CARES **CFDA** 90.404 **Budget Period:** 3/28/2020 – 12/31/2020

Applications for a 2020 HAVA subgrant must be submitted with required documentation to the Secretary of State and approved by the State Election Commission during the open application period of July 1, 2020 to the earlier of July 31, 2020 or when available funds are exhausted via subgrants to county governments.

**State & County Election Funds:**

All Federal funds and State cash matching funds must be deposited in the state & county election fund as described in Section 104 (d) of HAVA. Expenditures under state budget authority and in-kind match expenditures require the same documentation as federal funds under 2 C.F.R. § 200. Interest earned on this award's funds and any net program income shall be retained in the election fund and used for allowable activities described in Section 101 of HAVA.

**Grant Administration**

Award recipients and sub-recipients must adhere to all applicable federal requirements including Office of Management and Budget (OMB) guidance: Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. § 200). These requirements include maintaining an inventory list of all equipment purchased with federal funds. Inventory lists shall include the item description, serial number, source of funding, who holds the title, acquisition date, the cost per unit, % of federal participation, location, and use/condition and any ultimate disposition data. Any revenues that can be attributed to HAVA-funded activities are considered program income; therefore, all interest earned on grant money received must be tracked for financial reporting.

**Award Contingencies**

Implement or have implemented the Drug-Free Workplace Requirements of 2 C.F.R. § 182.200 and comply with subpart C of 2 C.F.R. Part 180- Debarment & Suspension & include in lower-tier covered transactions.

**Acknowledgement**

By drawing down funds under this grant and submitting a 2020 HAVA subgrant application, the county agrees to comply with all terms and conditions of this program.

**Qualifying Sub-grants & Expenditure Reimbursements**

Detailed guidance on allowable expenditures of sub-grant funds can be obtained from the Election Assistance Commission's website at [www.eac.gov](http://www.eac.gov). Additional guidance on whether specific

expenditures meet the criteria of this granting opportunity may be obtained from the West Virginia Secretary of State's Office.

**Grant Application Instructions:**

Referencing these instructions and this grant notification, complete the following documents:

1. 2020 HAVA Act subgrant request cover page (Attachment B)
2. 2020 HAVA Act subgrant request (Attachment C)
3. Non-lobbying Certification (Attachment D)
4. An attached statement of the sources of the funds for the county match (e.g. bank loan, county budget, third-party loan, etc.)
5. An attached statement of the county indebtedness, arrearage or obligation to the State of West Virginia or its agencies

Completed HAVA sub-grant requests can be submitted to [calder@wvsos.com](mailto:calder@wvsos.com) or mailed to: West Virginia Secretary of State's Office; ATTN: Chris Alder; State Capitol Building 157-K; Charleston, WV 25305.

**Questions & Comments:**

Please reach out with questions. We want to help you.

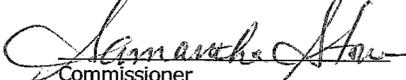
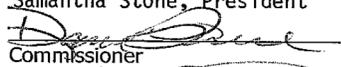
Questions and comments can be directed to Chris Alder at [Calder@wvsos.com](mailto:Calder@wvsos.com) or 304-356-2617.

**2020 HAVA Security Funds Grant Request Cover Page**  
**Federal Award ID:** WV20101CARES CFDA 90.404 **Budget Period:** 3/28/2020 – 12/31/2020

The County Commission of PRESTON County, on the 14 day of July 2020, herein make application for a 2020 HAVA Act subgrant or reimbursement in the total amount of \$ 19,864.40, as reflected in the "request" in Attachment C.

With regard to required matching funds, the County Commission represents that it has the required percentage of matching funds as required by Code of State Rules §153-10; and that the County has the authority and ability to spend the requested funds through lawful purchasing procedures no later than one hundred twenty (120) days from receipt of the award.

We, the undersigned, hereby affirm and swear by our signatures below that the County Commission has met and passed a resolution authorizing the County to purchase or request reimbursement in the request form (Attachment C) to enter into this grant agreement.

 Commissioner Samantha Stone, President	<u>July 14, 2020</u> Date
 Commissioner Dave Price	<u>July 14, 2020</u> Date
 Commissioner Don Smith	<u>July 14, 2020</u> Date
_____ *Commissioner	_____ Date
_____ *Commissioner	_____ Date

\*If applicable

The foregoing instrument was acknowledged before me on the following date:

 Clerk of the County Commission Mary Rodeheaver on behalf of County Clerk Linda Huggins	<u>July 14, 2020</u> Date
--	------------------------------

Attachment C

County: PRESTON Date: July 14, 2020

**2020 HAVA SECURITY FUNDS SUB-GRANT REQUEST**

Requests for sub-grants for may be requested by submitting all the following documents to the Secretary of State's Office. Guidance on the 2020 HAVA Security Funds Sub-grant can be found in the Instructions and the Grant Notification. Any request that does not include all required documentation may be rejected and the additional requirements will be requested to be submitted for consideration:

**All requests:**  
Itemized sub-grant request descriptions:

**VENDOR & DESCRIPTION**

1. <u>ES&amp;S - Election Equipment</u>	Cost: <u>\$12,410 - \$50% of total cost</u>
2. <u>Select Security - physical security</u>	Cost: <u>\$7,454.40 85% of total cost</u>
3. _____	Cost: _____
4. _____	Cost: _____
5. _____	Cost: _____
6. _____	Cost: _____
7. _____	Cost: _____
8. _____	Cost: _____
9. _____	Cost: _____
10. _____	Cost: _____
Total	Cost <u>\$19,864.40</u>

**Additional information required:**  
**Recipient sub-grants** (grant of funds to make purchase) must include attachments including:  
1. Three vendor quotes or cost estimates for product or services

**Reimbursements** of qualified purchases that have been made must also include:  
1. Proof of payment for all items  
2. Invoice from the vendor or vendors, if applicable  
3. Acceptance of Delivery documentation for purchased items or services  
4. List of equipment identification or serial numbers

**CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

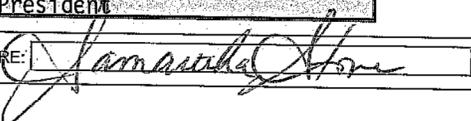
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
Preston County Commission	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text"/>	* First Name: <input type="text" value="Samantha"/> Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Stone"/>	Suffix: <input type="text"/>
* Title: <input type="text" value="President"/>	
* SIGNATURE: 	* DATE: <input type="text" value="July 14, 2020"/>



Proposal Number: 5681  
Date: 7/13/2020

Kingwood Plaza  
425 E Main St  
Kingwood, WV 26537

Dear Kathy Mace

I am pleased to present the following solutions, which have been created based on our previous conversations and your feedback. The products and services chosen, reflect the nature of your location and represent the perfect mix of cost, convenience, and solutions.

Select Security is the #1 fastest growing security systems provider in the U.S., due in part to our solution-source approach to security and fire alarms, advanced video surveillance and access control systems. Professional monitoring is provided from our in-house Central Station, which is UL Listed, FM Approved, and has earned the coveted 5-Diamond certification from the Monitoring Association.

Any purchase with Select Security comes complete with our 90-day Installation and Service Guarantees, and access to our Customer Experience team should you have any questions or issues. We are continually educated to the highest standards, and are available 24-hours a day, to help you when you need us the most.

Thank you for allowing the opportunity to present this proposal. After you've had time to review the contents, I will follow up to answer any questions you may have, and to explain your installation and service options.

Sincerely,  
Frank Danko  
Business Development Manager  
Select Security  
(877) 877-0345, Option 6, Ext. 7494

1063A Greenbag Road  
Morgantown, WV 26508



PA 008084 PA CONSUMER PROTECTION BUREAU 1-888-520-6680, WV 052643 WV CONSUMER PROTECTION BUREAU 1-800-368-8808  
VA 11-7661 VA CONSUMER PROTECTION BUREAU 1-800-552-9963, VA 2705173600 Recovery Fund Office/DPOR 9960 Maryland Drive, Suite 400  
Richmond, VA 23233 804-367-1559 recoveryfund@dpor.virginia.gov, NC 008650P9 3101 Industrial Dr. Ste 104 Raleigh, NC 27609, TN 2052 TN  
CONSUMER PROTECTION BUREAU 1-800-342-8385, NJ 348F00037000, TX B182548  
Page 1

Proposal # 5681



## Scope of Work

**Customer Information**  
Preston County Commission Office  
106 W Main St Ste 202  
Kingwood, WV 26537

**Site information**  
Kingwood Plaza  
425 E Main St  
Kingwood, WV 26537

### Overview:

Select security will complete the following work for the Preston County Commission – Plaza Project located at 425 East Main St in Kingwood WV. Please see system design drawings attached.

### Intursion Project

Select Security will install a new Digital Monitoring Products (DMP) intrusion system. The system will provide internal motion detection, perimeter door coverage and panic response. The system will be networked to allow for remote access and control. The system will be monitored via Select Security central monitoring station. The customer will receive notification of panics alarms, general alarms, arming and disarming. The customer will be able to remotely arm and disarm the system via their cell phone or virtual keypad PC control.

### Intursion Project

Select Security will install 6 new 4MP IP cameras to cover all entry control points as well as the voting lobby. All cameras and new network wire will be ran back to a new NVR that will have 12TB of video storage. A new uninterrupted power source, HDMI monitor and HDMI wire will be installed and connected to the recorder.

### Install the following:

- 1 ea Intrusion Panel
- 1 ea Battery
- 1 ea Wireless Receiver
- 4 ea Door Contacts
- 5 ea Motion Detectors
- 5 ea Panic Buttons
- 1 ea Cellular Communicator
- 1 ea 16 Channel NVR
- 6 ea 4mp Cameras
- 1 ea 22 LED Monitor
- 1 ea HDMI Cable
- 1 ea UPS

### Special Options:

- 1. This Quote is an estimate and may require Select Security Engineering Approval.

### Special Notes:

- 1. Customer requires window stickers and yard sign with address numbers

**Proposal**

7/13/2020

1063A Greenbag Road  
Morgantown, WV 26508  
Toll Free 1(877) 877-0345



Proposal # 5681

Customer # 83360

**Customer Information**

Preston County Commission Office  
106 W Main St Ste 202  
Kingwood, WV 26537

**Site Information**

Kingwood Plaza  
425 E Main St  
Kingwood, WV 26537

**Charges**

Description	Quantity
KIT; XR 150; BURG / ACCESS,PNL,KEYPD, TRANSFRM,DLR	1.00
BATTERY; 12V; 7AH	1.00
RECEIVER; WIRELESS	1.00
TRANSMITTER; WIRELESS	4.00
DETECTOR; MOTION; WIRELESS	5.00
KEYFOB; WIRELESS; 1 BUTTON	5.00
RADIO; CELL; LTE; ATT; 381-2 CABLE	1.00
NVR; 16 CHANNEL; 16 PORT POE; 12TB	1.00
CAMERA; DOME; IP67; 4MP; 2.8MM	6.00
MONITOR; 22"; LED; VGA; HDMI; BNC	1.00
CABLE; HDMI; 6'	1.00
BACK-UP; UPS; XS 1500	1.00
INSTALLATION	2.00

**Professional Services Added**

Description	Monthly Amount
<b>Professional Services</b>	<b>\$0.00</b>
<b>Discount-Included in Total</b>	<b>\$1,195.89</b>
<b>Deposit Due in Advance</b>	<b>\$4,384.94</b>
<b>Total System Investment</b>	<b>\$8,769.88</b>

**Note: The above price does not include sales tax.**

In addition to the above Outright Purchase Price, Select Security offers customizable Lease plans as an option to our customer.

The Lease plan(s) below include our Standard Service Agreement:

Select Security maintains a standard 90-day warranty on all parts and labor provided during installation, except when damage resulting from fire, vandalism, negligence, accidents, misuse, flooding, acts of God, or repairs resulting from modification or alterations to your premises. We provide 24-Hour emergency service to all of our customers, although additional charges may apply.

Select Security takes pride in the fact that we use the highest quality parts and materials in our installations. However normal wear and Select Security offices: Albuquerque, NM, Bardstown, KY, Bowling Green, KY, Charlotte, NC, Dallas, TX, Franklin, PA, Harrisburg, PA, Lancaster, PA, Memphis TN, Monmouth, NJ, Morgantown, WV, Myrtle Beach, SC, Nashville, TN, Northeast, OH, Northern, VA, Paducah, KY, Pittsburgh, PA, Roanoke, VA, Stroudsburg, PA, Williamsport, PA, Page 1 of 2  
PA 008084, WV 052643, VA 11-7661, NC 008650P9  
NJ 34BF00037000, TN 2052, TX B18254B, IL 127001726

**Proposal**

7/13/2020

1063A Greenbag Road  
Morgantown, WV 26508  
Toll Free 1(877) 877-0345



Proposal # 5681

Customer # 83360

tear can degrade your system over time. We encourage all of our customers to consider joining our extended warranty program, where all normal repairs are provided free of charge. Please ask your account representative for details when you are discussing this proposal.

Our proposal is based on your acceptance of our normal installation and standard agreement terms. Pricing is valid for 30 days. This proposal does not include the cost of any permits, licenses, inspections, conduit, plenum wire, trenching, or lift rental, which may be required. Additional parts will be provided on a time and material basis.

Select Security offices: Albuquerque, NM, Bardstown, KY, Bowling Green, KY, Charlotte, NC, Dallas, TX, Franklin, PA, Harrisburg, PA, Lancaster, PA, Memphis TN, Monmouth, NJ, Morgantown, WV, Myrtle Beach, SC, Nashville, TN, Northeast, OH, Northern, VA, Paducah, KY, Pittsburgh, PA, Roanoke, VA, Stroudsburg, PA, Williamsport, PA, Page 2 of 2  
PA 008084, WV 052643, VA 11-7661, NC 008650P9  
NJ 34BF00037000, TN 2052, TX B18254B, IL 127001726

**BID REQUEST - Preston County Plaza Project,  
Intrusion and Security Camera Project - Combined**

Company Name:  
Select Security

Address:

1063A Greenbag Rd

Morgantown, WV

26508  
Telephone  
304-692-9663

Fax

Email

fdanko@selectsecurity.com

Equipment	Quantity	Unit Price	Total (Apply discounts if applicable)
DMP XR150	1	\$305.00	\$305.00
Wireless Receiver	1	\$203.00	\$203.00
Wireless Door Contact	4	\$67.00	\$268.00
Wireless Motion Detector	5	\$101.00	\$505.00
Wireless Panic Buttons	5	\$47.00	\$235.00
Cellular Communicator	1	\$321.00	\$321.00
16 Channel HIK Vision NVR with 12TB hard drive and built in POE Plus switch model Number 7616N1-12/16P	1	\$1,204.00	\$1,204.00
HIK Vision 4mp vandal dome camera with 2.8-6mm lens, 2688 X 1520 resolution and 100 ft IRs model 2CD2145FWD-1	6	\$116.00	\$696.00
21.5 inch LED monitor, HDMI, BNC,	1	\$180.00	\$180.00
Uninterrupted Power Source	1	\$205.00	\$205.00
All required power supplies, cabling			\$645.00
<b>Equipment Subtotals</b>			<b>\$4,767.00</b>
<b>REMOVAL OF EXISTING EQUIPMENT</b>			<b>Total (Apply discounts if applicable)</b>
<b>Equipment Removal Subtotals</b>			<b>\$360.00</b>
<b>INSTALLATION &amp; PROGRAMMING</b>			<b>Total (Apply discounts if applicable)</b>
<b>DESCRIPTION</b>			
The system shall have remote access via remote computer and smartphone. Shall have remote video retrieval and configuration of camera systems.			
<b>Installation &amp; Programming Subtotals</b>			<b>\$3,642.88</b>
<b>GRAND TOTAL</b>			<b>\$8,769.88</b>

**Lead time required for equipment**

2-4 wks



Preston County, West Virginia  
Purchase Proposal Quote  
Submitted by Election Systems & Software

Purchase Solution Includes:

Quantity	Item Description	Price
<b>Tabulation Hardware</b>		
Model DS200 Precinct Scanner:		
4	Model DS200 (Includes Scanner, Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll and One (1) Standard 4GB Memory Device)	\$23,000.00
4	DS200 Tote Bin	\$900.00
<b>Election Services</b>		
X	Equipment Installation	\$460.00
X	1 Year Hardware and Software Warranty	Included
<b>Shipping &amp; Other</b>		
X	Shipping and Handling	\$460.00
<b>Total Purchase Solution</b>		<b>\$24,820.00</b>

**Footnotes:**

- This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
- Rates valid for 60 days and thereafter may change.
- Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.

D. Approve lease for Dailey Property – Community Corrections Program

Ms. Mace presented the Community Corrections Program lease on the Dailey property located on Court Street in Kingwood.

She said the document has been reviewed by the attorneys on both sides for FAMCO LLC and for the Preston County Commission. It was reviewed by the Risk Pool and one slight change was incorporated into the lease.

Commissioner Smith moved to authorize the President to sign the document lease for the Community Corrections Program. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone voting yes. Motion carried.

E. Election Center – Updated

Ms. Mace has moved forward with the lease agreement concerning the Kingwood Plaza that would expand the location from early voting to a place for storage of the equipment and a place to do programming.

The document has been printed and has been given to the Prosecuting Attorney for review. She hopes to have something to present next week.

F. Budget Revisions

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

Commissioner Smith moved to approve both the budget revisions as presented. Commissioner Price seconded the motion. A roll call vote was taken with Commissioners Smith, Price and Stone voting yes. Motion carried.

Ms. Mace was then reminded of another budget revision that was needed for Coal Severance due to it being the last day to incorporate unincumbered funds. She said Coal Severance ended the year with \$72,518.14, rounding up to \$72,519.00. Of that amount, \$70,000.00 goes for the budget to start the budget year and the remaining amount of \$2,519.00 will be put into the regional jail account.

Commissioner Smith revised his motion to approve all budget revisions that have been presented today including the Coal Severance. Commissioner Price seconded the motion. A roll call vote was taken with Commissioner Smith, Price, and Stone voting yes. Motion carried. (See attached.)



**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: 07/14/20  
To: Bookkeeping  
From: Sheriff's Department  
Subject: Budget Revisions

**Sheriff's Department**

<b>Revenues</b>		
INCREASE	001-382-005	\$ 3034.00
	(Insurance Claims reimbursed- Veh 10)	
<b>Expenditures</b>		
INCREASE	001-700-217-05	\$ 3034.00
	(Law Enforcement Maintenance/Repair Vehicle Insurance)	

Daniel R. Loughrie



MEMORANDUM  
Preston County Commission

Date: July 14, 2020  
To: Bookkeeper  
From: Kathy Mace *Kathy Mace*  
County Administrator  
Subject: Budget Revision

DECREASE	001-700-112 (Longevity pay)	\$1,200
DECREASE	001-401-566 (Contributions)	\$3,208
INCREASE	001-700-103 (Law Enforc. Salary)	\$2,700
INCREASE	001-700-104 (FICA)	\$207
INCREASE	001-700-106 (Retirement)	\$324
INCREASE	001-701-108 (Process OT)	\$1,000
INCREASE	001-701-104 (FICA)	\$77
INCREASE	001-7001-106 (Retirement)	\$100

RESOLUTION

At a Regular Session of the County Commission, held on July 14, 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 1 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	<i>Donna Price</i>	Yes	No
Commissioner	<i>Jim Stone</i>	Yes	No
Commissioner	<i>[Signature]</i>	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.

Linda Huggins  
Preston County Clerk  
106 W. Main Street, Suite 103  
Kingwood, WV 26537  
Phone: 304-329-0070 – Fax: 304-329-0198

July 14, 2020

To: PRESTON COUNTY COMMISSION

COAL SEVERANCE FUND CARRYOVER

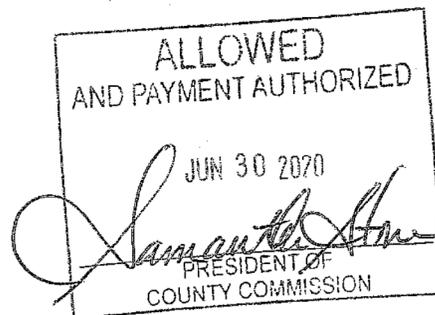
CASH BALANCE as of June 30, 2020	\$72,518.14
LESS Estimated Carry over	\$70,000.00
UNENCUMBERED FUNDS	\$2,518.14

Budget revision of \$2,519 is needed to increase fund balance and add the unencumbered funds into the budget

INCREASE FUND BALANCE	002-298-000	\$2,519
INCREASE REGIONAL JAIL	002-704-230	\$2,519

Respectfully,

*Linda Huggins*  
Linda Huggins, County Clerk



RESOLUTION

At a Regular Session of the County Commission, held on July 14, 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 No. 1 of Coal Severance 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	<i>Daniel Price</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Commissioner	<i>Samuel Stone</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Commissioner	<i>[Signature]</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> 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.

G. Miscellaneous Correspondence

- Wednesday, July 15, 2020 – 2:00 p.m. weekly conference call with health department

**Personnel Matters-Consideration and/or action**

**Legal Matters-Consideration and/or action**

**Information**

- A. Minutes – None
- B. Miscellaneous Correspondence

**Commissioners Comments**

Commissioner Smith – Tuesday, July 21, 2020 Zoom meeting with CVB.  
Tuesday, July 21, 2020 Commission meeting; 10:30 a.m.  
Tuesday, July 21, 2020 - 1:00 p.m. Zoom meeting with DOH

Commissioner Stone – Over the last few weeks several residents have reached out to her with concerns over various secondary roads. There are major concerns coming in around the county about the work the DOH has been doing to the secondary roads that have been tarred and chipped. She has also received concerns of some bus routes. She is currently working on this and will be addressing these issues with the DOH on their meeting on the 21<sup>st</sup>.

At 10:16 a.m., there being no further business to come before the Commission, President Stone declared the Regular Session adjourned.

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*Commissioner*

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*Commissioner*

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*Commissioner*

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07/14/2020