

A G E N D A
PRESTON COUNTY COMMISSION
AUGUST 25, 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 - Delawder John & Joyce, Real Estate
Rehe Harold J Credit Shelter, Real Estate
County Court Split –None

Recognition of Scheduled Appointments

9:03 a.m. Preston County Health Department – COVID-19 Virus Update
9:08 a.m. Linda Huggins, County Clerk – Employee hires

Approval of Minutes – July 21, 2020

Proceedings in Vacation – August 13, 2020, through August 19, 2020

Estate Settlements – August 8, 2020 thru August 14, 2020
ESTATE NAME: **RODGER LEE LONG**

Fiduciary Commissioner – None

Old Business – Consideration and/or action –

New Business – Consideration and/or action –
A. United Way of Monongalia and Preston Counties requesting permission to place
Community thermometer on the courthouse lawn

Administrator's Report – Consideration and/or action
A. Update COVID-19 Virus
B. Update Election Center
C. Budget Revisions
D. Miscellaneous Correspondence

Personnel Matters- Consideration and/or action

Legal Matters- Consideration and/or action

Information

A. Minutes – None
B. Miscellaneous Correspondence

Commissioners Comments

STATE OF WEST VIRGINIA, COUNTY OF PRESTON, Ss:

The Preston County Commission met in Regular Session at 9:00 a.m., August 25, 2020 in the WV Extension Office located at 115 Court Street, Kingwood, WV.

The meeting was streamed via live through the Preston County Commission Facebook page.

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: Samantha Stone and Don Smith. Commissioner Price was absent.

Also present was Kathy Mace, County Administrator and Linda Huggins, County Clerk.

The following persons registered their attendance during the meeting:

Theresa Marthey – P. C. News & Journal	Jennifer Graham – The Dominion Post
V.J. Davis – P. C. Health Department	Connie Ervin - Assessor
Biff Armstrong – IT	Deanna Lively
Tammy Cosner	

The following person signed in prior to the meeting to address the Commission:

Mike Hartsell

Mr. Mike Hartsell, an Aurora resident, addressed the Commission today with concerns regarding the Aurora Pike and Route 50. He said his understanding was that the DOH has come up with a 5yr. plan, which he describes as absolutely unacceptable. At that rate he says they will never have a decent road.

He said the Terra Alta end was paved 2 or 3 years ago but coming down Pifer Hill this morning he counted 15 places where it has been patched.

Mr. Hartsell is frustrated with the paving projects that the DOH is doing. He doesn't know if it's shoddy tar or shoddy compaction that's causing water to come up through the pavement on the Fox Road and Aurora Pike but believes a year from now this section of road will be shot before the next section is put down.

He said the road in front of his house has not been paved in 30 years of more.

President Stone said she completely agrees with what Mr. Hartsell is saying and doesn't understand why there are certain roads in the county that are labeled as federal roads and some state roads but when it comes to road repair some of the problem is funding. She believes that if they're going to pave a road they should start from the beginning to the end. That way they can maintenance a schedule and the whole road is good and not falling apart in sections.

She said she knows they are coming up against additional funding issues because of the gas tax and people not traveling but stated they are pushing for the legislatures and other people to make the changes at the state level to get these types of issues corrected. She vowed to take his concerns further and keep the pressure on the DOH to get things corrected in the county.

Commissioner Smith moved to pay the bills that have been properly presented and approved. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Smith and Stone voting yes. Motion carried.

Commissioner Smith moved to approve the Tax Correction List in the amount of \$287.08 as presented by Assessor Connie Ervin. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Smith 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

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

He said currently there are 115 positive cases; 22 probables; 4 deaths; 126 cases recovered; and 7 active cases, the lowest it has been since this began.

Mr. Davis said overall, the county is doing very well, and thinks people are understanding what they need to do to keep it from spreading.

He continues to work with the Board of Education on policies and procedures and the hurdles that may come with school starting. He said there's no way to do it perfectly so they are doing is as safely as they can and keep their fingers crossed that there are not any big outbreaks once school starts.

9:08 a.m. Linda Huggins, County Clerk – Employees hires

President Stone recognized Linda Huggins, County Clerk with employee hires.

Ms. Huggins presented for the Commission's approval a request to hire Taylor Bowmar, from Kingwood, to work in the probate department starting August 26, 2020 at a starting rate of \$12.00/hr., to be reevaluated after her probationary period.

She also requests their approval to hire Jamie Stemple from Eglon, to work in the payroll and bookkeeping department starting August 26, 2020 at a starting rate of \$12.00/hr., to be reevaluated after her probationary period.

Commissioner Smith moved to approve the hiring of these two individuals for the County Clerk's Office with an effective date of August 26, 2020. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Smith and Stone voting yes. Motion carried.

Ms. Huggins gave a brief update on voters. So far, the clerk's office has received 163 absentee ballot applications in the office either by mail or hand delivered and 254 have signed up on the SOS portal via the web for a total of 417 as of this morning. She thought that 99% of the absentee ballot applications applied for are due to COVID-19.

A ballot drawing was done this morning, to determine candidate placement on the ballot.

Approval of Minutes – July 21, 2020

Commissioner Smith moved to approve the minutes of July 21, 2020. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Smith and Stone voting yes. Motion carried.

Proceedings in Vacation – August 13, 2020 thru August 19, 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 August 13, 2020 through August 19, 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, August 13, 2020, through Wednesday, August 19, 2020

The County Commission of Preston County this 25th day August, 2020 proceeded to examine the report of the Clerk of the Commission of the Fiduciary and Probate matters had before her during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to-wit:

On, Thursday, August 13, 2020, the following matters were disposed of in the presence of the Clerk:

STACIE J DUMIRE, who was named in the last will and testament of PATRICIA A. DUMIRE, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, August 14, 2020, the following matters were disposed of in the presence of the Clerk:

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, ELLEN SEESE was appointed and qualified as ADMINISTRATRIX of the estate of MARGUERITE THOMAS BUCKLEW, deceased. Bond was 3,000.00.

A duly copy of the last will and testament of BONNIE H. KAHLY, deceased, late a resident of Preston County, WV, was admitted to record.

On, Monday, August 17, 2020, the following matters were disposed of in the presence of the Clerk:

The said estate of DORTHA JEAN (GRIMM) FRALEY, deceased was referred to DAVID P. BROWN, a FIDUCIARY COMMISSIONER for the Preston County Commission, for settlement thereof.

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

DAVID ROY FRALEY, who was named in the last will and testament of CLARENCE W. FRALEY, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

WILLIAM M. BACHTEL, who was named in the last will and testament of ERNEST E. BACHTEL, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Tuesday, August 18, 2020, the following matters were disposed of in the presence of the Clerk:

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

MARJORIE D. SEIFERT, who was named in the last will and testament of MAXINE FORTNEY, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 30 days since the date of death or the surviving spouse or heir, upon a motion, ANN LIVENGOOD was appointed and qualified as ADMINISTRATRIX of the estate of DOROTHY MAE RODEHEAVER, deceased. Bond was 6,000.00.

Subscribed and sworn to before me on 08/20/2020.

Linda Huggins

Linda Huggins
Clerk of the Preston County Commission

By: *Tammy Johnson*
Tammy Johnson, Deputy Clerk

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

Estate Settlements – August 8, 2020 thru August 14, 2020

Commissioner Smith 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 08/14/2020 thru 08/14/2020 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, August 25, 2020.

ESTATE NUMBER: **3002**
ESTATE NAME: **RODGER LEE LONG**
ADMINISTRATRIX: **BARBARA A. LONG**
SETTLEMENT: **AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT**
FILED: **08/14/2020**

Subscribed and sworn to before me on 08/20/2020.

Linda Huggins

Linda Huggins
Clerk of the Preston County Commission

By: *Tammy Johnson*
Tammy Johnson, Deputy Clerk

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

Fiduciary Commissioner - None

Old Business – Consideration and/or action

New Business – Consideration and/or action

- A. United Way of Monongalia and Preston Counties requesting permission to place Community thermometer on the courthouse lawn

Ms. Mace presented a request from the United Way of Monongalia and Preston Counties to place a thermometer, to track their funding, on the courthouse lawn for their annual event.

Commissioner Smith moved to approve the request by the United Way to place the community thermometer on the courthouse lawn. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Smith and Stone voting yes. Motion carried.

Administrator's Report – Consideration and/or action

Commissioner Stone recognized Kathy Mace for the Administrators Report.

- A. Update COVID-19 Virus

The policy and procedures guidelines for positive and contact with a positive, traveling, and lease properties has been reviewed by the Prosecuting Attorney and is now in the hands of the Risk Pool. She would like to present it for approval next week since it relates to travel and also concerns the counties leased properties, which has some upcoming events happening .

This will also be an addendum to the Employee Handbook.

The CARES – she has been attempting since last Friday to get the next CARES request in. The documents is over 400 pages for one month. Friday was the deadline but since she has been working with someone from the state there will be no penalty.

A couple of other grants, not COVID related, but of opportunity is the records management grant and the courthouse facilities grant. Assessor Connie Ervin is looking at the Records Management Grant and an exterior project at the Courthouse will be coming forward in the next couple weeks for the Courthouse Facilities Grant. The applications are due in October and November.

- B. Update Election Center

The final walk thru was done at the new election center at the Kingwood Plaza. If everything goes well she hopes to have early voting, and election night there. She said Linda Huggins, County Clerk has been working hard at putting that all together.

She presented a proposal for security and after review of the location, she has a proposal for the cameras. There were a couple things added that were outside the scope that was applied for under the grant and those raise the cost by about \$1,000 to \$9,654.46.

She presented a layout of the camera locations. While there, there was also discussion of fire protection, panic alarms and pull stations because of the value of the election equipment.

Ms. Mace explained that with all the new technology, many places don't have hard wire phones and you need cellular in order to monitor the alarms if they should go off due to a fire or a breach, etc. There is a recurring cost to monitor the cameras, panic and fire alarms. The cost is about \$1,600.00/year for all the monitoring and yearly device inspections, that are included.

Commissioner Smith moved for Kathy Mace and Biff Armstrong to continue negotiations with the security firm for all the different equipment, the cameras, the fire alarms, etc. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners, Smith and Stone voting yes. Motion carried.

C. Budget Revisions – none presented

D. Miscellaneous Correspondence

- Ms. Mace reported on a small building on McGrew Property, (off to the left of the McGrew House, down over the hill), that is becoming more and more difficult to be kept secure. She said it has been vandalized many times and just needs to be taken out. She is going to have an inspection done to make sure there are no environmental issues. She asked for permission to move forward with either demoing it or getting a bid to have it removed.
- The pre-bid on the animal shelter roof had 2 bidders, one from Preston County and the other from Fairmont. She will move forward with a September 15, 2020 Award date. She advised a couple of things to consider were, since it's approaching the fall season, some materials are still difficult to find so the project may have to wait until Spring.
- She will be bringing forward on an exterior project at the courthouse that was considered for a Courthouse Facilities Project, looked at previously, as a phased project using matching money.
- Ms. Mace asked H.E. Neumann for an estimate to replace the chiller at the courthous, to be presented for the commissions consideration.
- Water encroachment in the Extention Office. Need a structural person to look at the basement and advise how to improve the encroachment.
- Received a letter from the City of Kingwood, who is doing the AML Project. They have talked to their engineer and received a letter from the Herring Community, about wanting to receive potable water in their homes. The City is going to do a cost assessment and analyze it.

- Ms. Mace presented an ATV application, from the Bishoff's, that was previously approved, but then cancelled due to COVID-19. The ride has been rescheduled for August 29, 2020 starting at noon. Some of the routes have changed due to the closing of the Rockville Bridge. The new application has been reviewed and approved by the Sheriff and OEM.

Commissioner Smith moved to approve the application for ATV use on Preston County Roads and authorized the President to sign. Commissioner Stone seconded the motion. A roll call vote was taken with Commissioners Smith and Stone voting yes. Motion carried. (See attached.)

Application for All-Terrain Vehicle Use on Preston County Roads

Under West Virginia Code §17F-1-1, the Preston County Commission is given the authority to authorize "the operation of all-terrain vehicles on specified roads, streets or highways which are marked with centerline pavement markings, other than interstate highways to allow participation in parades, exhibitions and other special events, in emergencies or for specified purposes."

APPLICANT INFORMATION		
Last Name Bishoff	First Tammy	Apartment/Unit #
Street Address 1470 Centenary Rd	City Bruceton Mills	State WV
Phone 304-288-3715	E-mail Address tammybshoff@gmail.com	ZIP 26625
REASON FOR REQUEST		
Is this for a parade?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	If so, what?
Is this for an exhibition?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	If so, what?
Is this for a special event?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	If yes, explain.
Other? Please explain. This is an ATV ride to raise money for the Bishoff Brother's Memorial Fund.		
EVENT INFORMATION		
Date of Event 8/29/20	Time of Event Noon	Approximate Number of ATVs 100+
Starting Point Bruceton Brandonville VFW Post	Ending Point Bruceton Brandonville VFW Post	
Please attach a map of the proposed route to be travelled on.		

Other West Virginia Laws regarding the use and operation of all-terrain vehicles still apply. The Preston County Commission is not responsible for any accidents resulting from the granting of any request to use all-terrain vehicles on roads, streets or highways marked with centerline pavement markings.

Tammy Bishoff
Applicant Signature

Samuel Stone
Preston County Commission President

David P. English
Preston County Sheriff

Just R. W. ...
Office of Emergency Management Director

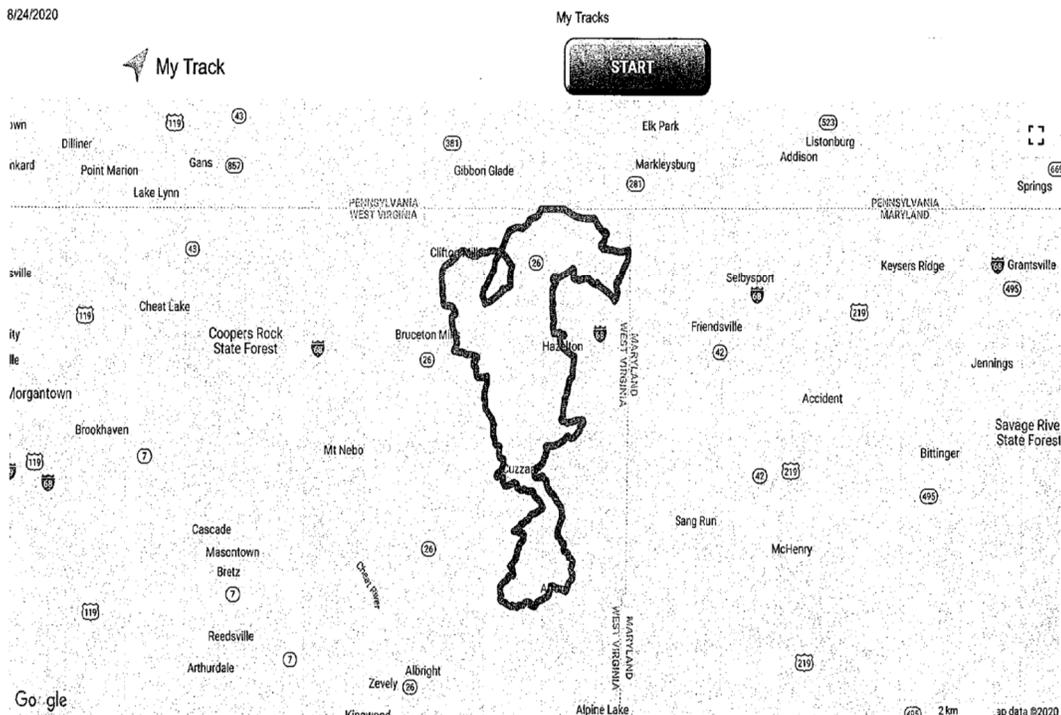
8/24/20
Date

8/25/2020
Date

08/24/20
Date

8/24/20
Date

Approved YES NO



Stacy Zender: Bishoff Boys 2020

2020-08-16	Duration	Distance km	Avg/Max km/h
12:46	03:50	93.1	24.2/69.0



- Previously President Stone had asked for reports from the different departments. On September 8, 2020, Biff Armstong will start with an update on Email migration to be followed with updates by the Animal Shelter and the flood plain manager with information on mapping and addressing.

Personnel Matters-Consideration and/or action

Legal Matters-Consideration and/or action

Information

- A. Minutes – None
- B. Miscellaneous Correspondence

Commissioners Comments

Commissioner Smith reported that the E-Cycling event went very well. They filled a 53 ft. trailer and a box trailer. They had good volunteers from the Rotary and Lions Club, Center Cycle and Community Corrections.

Commissioner Stone mentioned that this would be the last week for the Commission Meetings to be live streamed through Facebook. The live stream will be postponed until the Commission gets back to its permanent location.

September 1, 2020 – Commission meeting will be at 9:00 a.m. at the Extension Office.

At 9:51 a.m., there being no further business to come before the Commission, President Stone declared the Regular Session adjourned.

Commissioner

Commissioner

Commissioner

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08/25/2020

