

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
October 14, 2025**

OPENING

Commissioners C. Brian Ellis, Douglas Pierson, and R. Andrew Skidmore were present when the 9:00 a.m. meeting convened in the old courtroom by County Clerk Brian Wood. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

Commissioner Ellis made a motion to approve invoices as reflected in the edit registers as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

Commissioner Ellis made a motion to approve the September 30, 2025, Commission meeting minutes as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

Commissioner Ellis made a motion to approve the Erroneous Assessments as presented:

Keith E. Alford ET UX, Gavin Beach, Two (2) for Best Deal Preowned Auto, Rickey A. Bird ET UX, Angela Bonnett, Tamara G. (Meeks) Brewster, John W. Brock WT UX, Three (3) for Craig S. &/or Jane Carte, Kerry Ray &/or Devona Sue Casto, Boris V. Chertkovsky ET UX, Vernon Clark, Ronald D. Conway, David & Judith Copley, Teddy L. &/or Barbara M. Cossin, Darr Development Inc., Two (2) for Kimberly A. Davis, Roger &/or Christa Denninson, Max Duncan, Ronald I. Dunlap ET UX, Four (4) for Travis M. &/or Jessica A. Egnor, Richard B. &/or Tina M. Francis, Two (2) for Danny R. or Sylvia L. Gallaher, Gresham Plumbing Supply Co., Keith Edward Hinrihs ET UX, Monya Hubbard, Desiree L. Johns, Conrad T. Jones Jr., Evelyn Kinder, Crystal (Lanham) Lacy, Wayne F. Landers, Donald Martin, Kevin P. &/or Regina Matthews, Kristina L. McGhee, Robert T. Meeks, Virginia Milbee, Arlen S. &/or Victoria Mullins, Lamond K. Myers, Hallie E. Null, Three (3) for James E. OConnor Jr. ET AL, Devonna J. Parsons, Lemmie Parsons, Arnold L. & Diana Persinger, Revolt Energy LLC, Ring Power Corporation, Kermit L. Roberts ET UX, Kevin R. & Melissa Ronbinson, Chad &/or Lori Russell, Shane &/or April Shamblin, Jason A. Smith, John & Rebecca Snyder, Tonya Sue Sovine, Joyce Summers, Leah C. Surface, Katherine M. Taylor, Two (2) for Wesley A. or Shauna

Taylor, Two (2) for Clifford & Edith Thomas, Emmitt M. &/or Lois Ann Thompson Jr., Gaige M. Thompson, Valley Brook Mobile Home City Inc. Valley Vein Center & Med Spa, Darrell E. Warner, Thomas R. White, Two (2) for Ronald Duane Wiggins, Rita Wilcoxon, Three (3) for Ghiz William, Five (5) for Clinton S. Withrow ET UX, Ronnie & Roger Witt, Scott Bartram, Elemental Resources LLC, Mary C. & Franklin L. Haddox, Two (2) for Tiffany D. Lippert Hinkle, Two, (2) for Kristina L. McGhee, Halie E. Null, Christopher S. Shannon, James E. & Lana Joe (Randolph) Smithers, Two (2) for Randy J. &/or Patricia Thornton,

98 Erroneous Assessments were approved totaling \$54,340.91 in deduction of taxes.

Commissioner Skidmore seconded the motion. The motion carried unanimously.

COURT ORDERS APPROVED

Commissioner Ellis made a motion to approve and sign the following orders, personnel payroll changes and certifications as presented:

1. An Order to delete from payroll for Johnna Shrewsbury, Full-Time, Accounts Payable, Department 402, effective September 30, 2025 as presented by the Commission Secretary
2. An Order to add to payroll for Cecilia Casto, Full-Time, Deputy Assessor, Department 406, \$14.00/hourly, effective September 29, 2025 as presented by the Commission Secretary
3. An Order to delete from payroll for Amanda Watson, Full-Time, Deputy Assessor, Department 407, effective October 4, 2025 as presented by the Commission Secretary
4. An Order to make a payroll change for Andrew Bailey, Full-Time, Custodian, Department 424, \$12.50/hourly, effective September 29, 2025 as presented by the Commission Secretary
5. An Order to delete from payroll for William Bogle, Full-Time, Deputy, Department 700, effective October 20, 2025 as presented by the Commission Secretary
6. An Order to make a payroll change for Greg Medley, Full-Time, Home Confinement Officer, Department 705, \$17.94/hourly, effective November 2, 2025 as presented by the Commission Secretary
7. An Order to make a payroll change for Craig Woods, Full-Time, EMT, Department 715, \$19.90/hourly – 12 hour shift, effective October 19, 2025 as presented by the Commission Secretary
8. An Order to make a payroll change for Craig Woods, Full-Time, EMT, Department 715, \$14.00/hourly – 24 hour shift, effective October 19, 2025 as presented by the Commission Secretary

9. An Order to make a payroll change for Max Hrko, Full-Time, Paramedic, Department 715, \$27.04/hourly – 12 hour shift, effective October 12, 2025 as presented by the Commission Secretary
10. An Order to make a payroll change for Max Hrko, Full-Time, Paramedic, Department 715, \$18.64/hourly – 24 hour shift, effective September 28, 2025 as presented by the Commission Secretary
11. An Order to add to payroll for Shane Morris, Full-Time, Courthouse Security, Department 730, \$17.36/hourly, effective October 27, 2025 as presented by the Commission Secretary

Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve payment of invoices and orders as presented.

1. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$7,860.00 to ASPIRE TO Inspire (Invoice for September 2025)
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$2,176.00 to Kimberly Sizemore (Invoice for August 2025)
3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$1,162.50 to QLABS (Invoice for September 2025)
4. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$221.00 to QLABS (Invoice for September 2025)

Commissioner Pierson seconded the motion. The motion carried unanimously.

BOBBY EGGLETON, SHERIFF

Sheriff Eggleton recognized Chief Shamblin for his years of service.

ESTATE SETTLEMENTS

The Fiduciary Supervisor Mr. Frye presented the following documents to the Commission and recommended that they be approved as presented:

Short Form Settlements: Lynn Ann Campbell, James Larry Corsaro, Linda Horn, Kimberly Lyn Maring, Lucy Catherine Moore, Timothy Lee Price

Long Form Settlements: None

Partial Settlements: None

Annual Accounting: None

Certificates of Completion: None

Report and Notice of Fiduciary Supervisor on Order to Show Cause Against Delinquent Or Unprogressed Estate (No Good Cause Shown):

None

An Order to disburse the sum of \$130.00 from the Fiduciary Special Fund made payable to the State Auditor – The Inheritance Tax Administration Fund for estate tax administration fees.

An Order to file accounting on the Estate of Dorsel Howard Cobb, Jr.

An Order referring the disputed Estate of Gregory Estes, to Harvey Peyton, Fiduciary Commissioner.

An Order removing Nicolina Johnson as the Executrix of the Estate of Angela Maria Moore.

An Order of “Appointment List” of Actions of Fiduciary Supervisor from, October 1, 2025, through October 13, 2025.

Commissioner Ellis made a motion to approve the documents and authorize the Commission President to sign all necessary documents as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

TIM HANNA, COUNTY MANAGER

Commissioner Ellis made a motion to approve the Budget Revision for Department 716 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the following orders to issue checks from the Dog Fund (003-716-2-23.0) as presented:

*Issue a check in the amount of \$1,529.00 made payable to Help for Animals for spays and neuters in September 2025

*Issue a check in the amount of \$630.00 made payable to Help for Animals for veterinary services in September 2025

Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the following orders to issue checks from the Putnam County TIF Fund as presented:

*Issue a check from account number 273-430-5-66.0 in the amount of \$755,002.62 made payable to WesBanco Bank, Inc., Trustee for September 2025 TIF Revenue (Acct #108507771 Revenue Fund) – Trustee is to issue debt service payments for Putnam Bonds 2017AB

*Issue a check from account number 274-430-2-35.0 in the amount of \$306,566.99 made payable to United Bank, Inc. – Trustee to transfer Devonshire tax increment revenues to the trustee

*Issue a check from account number 273-430-5-66.0 in the amount of \$306,566.99 made payable to Devonshire TIF Account to reflect increments to be collected in fiscal year 2026

Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order to issue a check from the Putnam County Opioid Settlement Fund (#40-980-2-30.0) in the amount of \$1,950.00 payable Recovery Point of Huntington, Inc. for Putnam County Beds for the month of September 2025 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue checks from the Hotel/Motel Tax Fund to the Convention and Visitors Bureau in the amount of \$81,000.00, to Parks and Recreation Commission in the amount of \$56,000.00, and to the Recreation Enhancement Fund in the amount of \$25,000.00 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order to issue a check from the Water and Sewer Fund (045-809-2-23.0) in the amount of \$2,937.50 payable Terradon Corporation for preparation of the Preliminary Engineering Report for the Fisher's Ridge Waterline Extension grant application as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order to issue a check from the Leased Land Preservation Fund (#019-432-2-23.0) in amount of \$3,765.00 payable to Randolph Engineering for professional services through September 2025 for the Putnam County Gun Club property as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

MIKYLE WHITE, OEM/911 DIRECTOR

Commissioner Ellis made a motion to bring off table the decision to sign a five-year contract with INdigital for 911 Call Handling Equipment and Network Upgrade as presented. Commissioner Pierson seconded the motion. The carried unanimously.

Commissioner Ellis made a motion to approve the decision to sign a five-year contract with INdigital for 911 Call Handling Equipment and Network Upgrade as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to amend his previous motion to allow Mikyle White to sign all necessary documents as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

DAVID COLL, PLANNING DIRECTOR

Commissioner Ellis made a motion to approve the PCPC 2025-01 – Rezoning of tax map 172/parcels 6.7, 6.13, and 6.18 totaling 28.65 +/- acres; owned by Mark and Sarah Drennan located at 16209 Winfield Road (WV Route 817) in Winfield from “RR” Rural Residential to “R2” Mixed Residential as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

JORDAN CHAPMAN

Tim Carroll spoke about DAEA Cases: 2024-07 and 2024-08, the progress that he is trying to make to clean up the property and asked the Commissioners for more time to get the property cleaned up.

Commissioner Skidmore made a motion to extend the clean up on DAEA Cases: 2024-07 and 2024-08 for sixty (60) days as presented. Commissioner Ellis seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2025-09 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to extend the clean up on DAEA Case 2025-10 for ninety (90) days as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to accept complaint on DAEA Case 2025-19 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to file complaint on DAEA Case 2025-19 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2025-24 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to Dismiss DAEA Case 2025-25 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Commissioner Ellis made a motion to approve the order to release and resolve all claims against Cherry River Construction and Cincinnati Insurance Companies in Case Number 21-C-152 pending in the Circuit Court of Putnam County and authorize the Commission President to sign all necessary documents as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Heath Deal spoke about not wanting the roundabouts and the stakeholders needing to be kept updated on the progress.

Gary Young spoke about how he feels the commission is not wanting to support the stakeholders of Putnam County with the DOH wanting to put in roundabouts in Teays Valley. He asked the commission to set up a meeting with all the stakeholders and the DOH.

EXECUTIVE SESSION

At 9:45am Commissioner Skidmore made a motion to go into executive session Code 6-9A-4(b)(9) to consider matters involving or affecting the purchase, sale or lease of property. Commissioner Ellis seconded the motion. The motion carried unanimously.

At 10:22am Commissioner Ellis made a motion to come out of executive session. Commissioner Pierson seconded the motion. The motion carried unanimously.

ADJOURN

At 10:22am on Tuesday, October 14, 2025, having no further business, Commissioner Ellis made a motion and Commissioner Pierson seconded to adjourn the regular session of the County Commission until Tuesday, October 28, 2025, at 5:00 p.m.

Respectfully submitted,

Melissa Smith
Executive Assistant