

APPROVED: _____

DATE: _____

**MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
April 28, 2026**

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 Commission President R. Andrew Skidmore. The Pledge of Allegiance followed.

R. ANDREW SKIDMORE, COUNTY COMMISSION PRESIDENT

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 April 14, 2026 and the April 21, 2026 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:

Vivian Sue Atkinson, Jeffrey D. Boice, Richard L. Bowles, Ronald A. &/or Phyllis L. Carr, Rickie J. &/or Marilyn Clark, James M. &/or Deanna L. Coulter, Two (2) for Cody J. &/or Leeann M. Creighton, Two (2) for Sarah Drawdy, Eric Edwards, Florentin Feier, John T. &/or Jennifer J. Frazier, Mark O. &/or Pamela S. Grigsby, Dayton E. Knapp II, Tia Knight, Timothy &/or Cheryl A. Lovejoy, Michael McCallister, Beth A. Milczarzyk, Nelsa Naugle, North American Industrial Service Inc., Dakota L. or Krista Wilson Parsons, Severino Z. Pontiveros, Harold Sheldon Jr. ET AL, Savannah Sisk, Emily (Messer) &/or Justin A. Skidmore, Two (2) for Shawn Sovine, Two (2) for Cynthia Taylor, Two (2) for Brenda Turley, Cortney L. (Gunnoe) Whittington, Brett Williams, Jonathan T. or Taylor B. Wood

35 Erroneous Assessments were approved totaling \$23,374.98 in deduction of taxes.

Commissioner Pierson 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 make a payroll change for Anthony Martin, Part-Time, EMT, Department 715, \$19.90/hourly - 12 hour shift, effective May 10, 2026 as presented by the Commission Secretary
2. An Order to make a payroll change for Anthony Martin, Part-Time, EMT, Department 715, \$14.00/hourly – 24 hour shift, effective May 10, 2026 as presented by the Commission Secretary
3. An Order to make a payroll change for Westley Quinn, Full-Time, EMT, Department 715, \$19.90/hourly – 12 hour shift, effective May 11, 2026 as presented by the Commission Secretary
4. An Order to make a payroll change for Westley Quinn, Full-Time, EMT, Department 715, \$14.00/hourly – 24 hour shift, effective May 11, 2026 as presented by the Commission Secretary
5. An Order to add to payroll for Sydney Martin, Part-Time, Kennel Tech, Department 716, \$13.65/hourly, effective April 15, 2026 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 \$403.00 to Track Group (March Invoice)
2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of \$300.00 to Prestera Health Services (March Invoice)

Commissioner Pierson seconded the motion. The motion carried unanimously.

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: William Carroll Adkins, Jr., Sheila Renay Arthur, Carol Sue Burgess, Logan Lee Casey, Benjamin Lee Casey, Linda Karen Casto, Opal Louise Casto, James David Cochran, Michael Glenn Meadows, Jerry Lee Priddy, Benjamin Louis Sears, Sylvia Louise Sowards

Long Form Settlements: None

Partial Settlements: None

Annual Settlements: Roger Lee Ball, Sr.

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 of "Appointment List" of Actions of Fiduciary Supervisor from April 15, 2026, through April 27, 2026.

An Order and Hearing on administratively closing delinquent or unprogressed estates on the following: Luther Jennings Whitt, Catherine M. Ballengee, Bradley Atkins, Dorothy Jean Angle, Kathryn Sue Bennett, Trudy Elaine Bailey, Donna Lee Ashworth, Lona J. Akers

A Disclaimer Order from Brianna Jade Cyrus for the Estate of Sue Ann Cyrus.

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.

TERRY MARTIN, RIC

Commissioner Ellis made a motion to approve the resolution authorizing the Commission President to sign all closing documents for the Custer Ridge Waterline Extension Grant as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the payment resolution #1 for \$134,870.00 from the WV Economic Enhancement Grant as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

KAITLYN STOWERS, ASSOICATE PLANNER

Commissioner Ellis made a motion to dismiss DAEA Case 2025-34 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to file DAEA Case 2025-38 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to give 30 days for property to be cleaned up on DAEA Case 2026-07 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

LARRY FRYE, COUNTY ATTORNEY

Commissioner Ellis made a motion to Administratively Close Delinquent or Unprogressed Estates on the following and authorize the Commission President to sign all necessary documents as presented: Luther Jennings Witt, Catherine M. Ballengee, Bradley Atkins, Dorothy Jean Angle, Kathryn Sue Bennett, Trudy Elaine Bailey, Donna Lee Ashworth, Lona J. Akers. Commissioner Pierson seconded the motion. The motion carried unanimously.

TIM HANNA, COUNTY MANAGER

Commissioner Ellis made a motion to approve the 2026 Court Security Grant Application as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve Budget Revisions for the following departments: 711; 713; 714; 715 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the following transfers from the 911-07 Fund as presented:

- To Allstate Tower, Inc. in the amount of \$180,252.00 for the Kale Tower Remaining 50%
- To Lightrr in the amount of \$48,284.00 for the Laptop Purchase

Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue checks from the General County Fund as presented:

- Acct # 001-902-5-67.0 in the amount of \$12,000.00 payable to Putnam County 4-H Leaders Association as contribution towards the 2026 Putnam County 4-H camp
- Acct # 001-425-5-66.0 in the amount of \$33,116.00 payable to the Stephen A. Andes Recreation Enhancement Fund #024 for 2026 Community Projects Awards

Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Putnam County Building Fund (#044-425-2-23.0) in the amount of \$3,981.00 to Silling Associates, Inc. for construction administration services on the Generator Replacement Project as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Putnam County Opioid Settlement Fund (#40-980-2-30.0) in the amount of \$2,015.00 payable to Recovery Point of Huntington, Inc. for Putnam County Beds for the month of March 2026 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the Putnam County TIF Fund (#273-430-2-23.0) in the amount of \$3,840.00 payable to Potesta & Associates, Inc. for engineering and survey services on the Valley Park Draining Project for the Putnam County Parks and Recreation Commission as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Matthew Chapa with Cintas spoke about their services.

ADJOURN

At 9:20 a.m. on Tuesday, April 28, 2026, having no further business, Commissioner Ellis made a motion and Commissioner Pierson seconded to adjourn the regular session of the County Commission until Thursday, May 14, 2026, at 9:00 a.m.

Respectfully submitted,

Melissa Smith
Executive Assistant