APPROVED: _____

DATE: _____

MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
July 14, 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 Commissioner R. Andrew Skidmore. The Pledge of Allegiance followed.

BRIAN WOOD, COUNTY CLERK

Commissioner Ellis made a motion to approve the orders as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

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 June 30, 2026, Commission meeting minutes as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

ERRONEOUS ASSESSMENTS

None

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 an amended payroll change for Daniel Black, Full-Time, Custodian, Department 424, $13.12/hourly, effective July 5, 2026, as presented by the Commission Secretary

2. An Order to delete from payroll for Nancy Reishman, Full-Time, Fiduciary Deputy, Department 411, effective July 17, 2026, as presented by the Commission

Secretary

3. An Order to add to payroll for Peyton Frohnapfel, Full-Time, Courthouse Security/Bailiff, Department 730, $18.23/hourly, effective August 3, 2026, as presented by the Commission Secretary

4. An Order to delete from payroll for Doug Parsons, Part-Time, Courthouse Security, Department 730, effective July 31, 2026, as presented by the Commission Secretary

5. An Order to make a payroll change for Trey Wilcox, Full-Time to Part-Time, Paramedic, Department 715, $28.39/hourly – 12 hour shift, $19.57/hourly – 24 hour shift, effective July 15, 2026 as presented by the Commission Secretary

6. An Order to delete from payroll for Daniel Frame, Part-Time, EMT A, Department 715, effective July 12, 2026, as presented by the Commission Secretary

7. An Order to delete from payroll for Deanna Lanham, Part-Time, EMT, Department 715, effective July 12, 2026, as presented by the Commission Secretary

8. An Order to delete from payroll for Hunter Lanham, Part-Time, Paramedic, Department 715, effective July 12, 2026, as presented by the Commission Secretary

9. An Order to delete from payroll for Jason Nichols, Part-Time, EMT, Department 715, effective July 12, 2026, as presented by the Commission Secretary

10. An Order to delete from payroll for Ryan Thompson, Part-Time, Paramedic, Department 715, effective July 12, 2026, as presented by the Commission Secretary

11. An Order to delete from payroll for Westley Quinn, Full-Time, EMT, Department 715, effective July 5, 2026, as presented by the Commission Secretary

12. An Order to delete from payroll for Jillian Jackson, Part-Time, Paramedic, Department 715, effective July 12, 2026, as presented by the Commission Secretary

13. An Order to delete from payroll for Zachariah Jordan, Full-Time, EMT, Department 715, effective July 5, 2026, as presented by the Commission Secretary

14. An Order to add to payroll for Michael Lanham, Part-Time, EMT, Department 715, $20.89/hourly – 12 hour shift, $14.70/hourly – 24 hour shift, effective July 10, 2026 as presented by the Commission Secretary

15. An Order to add to payroll for Kevin Cox, Full-Time, EMT, Department 715, $20.89/hourly – 12 hour shift, $14.70/hourly – 24 hour shift, effective July 10, 2026

as presented by the Commission Secretary

16. An Order to add to payroll for Makenzie Cullen, Part-Time, EMT, Department 715, $20.89/hourly – 12 hour shift, $14.70/hourly – 24 hour shift, effective July 10, 2026 as presented by the Commission Secretary

17. An Order to add to payroll for Makala Sizemore, Part-Time, EMT, Department 715, $20.89/hourly – 12 hour shift, $14.70/hourly – 24 hour shift, effective July 10, 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 $2,096.00 to Kimberly Sizemore (July 2026 Invoice)

2. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of $6,440.00 to Aspire to Inspire Behavioral Health and Addiction Services

3. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of $520.50 to Track Group

4. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of $90.00 to Compton Office Machine Company

5. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of $1,920.00 to Kimberly Sizemore (April 2026 Invoice)

6. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of $93.97 to ODP Business Solutions

7. An Order to issue a check from the Putnam County Community Criminal Justice Fund (#72) in the amount of $36.61 to Swana Lovejoy

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: Beverly Kay Brown, Diana Lynn Higginbotham, Charles Harrison Meadows, Teresa Moore, Willa Jean Carrier Moran, Claude Edward Null, Darrell Keith Rappold, Michael Lawrence Sipe, Jackie Lee Stonestreet, Janet Carolyn Young

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 $ 90.00 from the Fiduciary Special Fund made payable to the State Auditor - The Inheritance Tax Administration Fund for estate tax administration fees.

An Order of "Appointment List" of Actions of Fiduciary Supervisor from, July 1, 2026, through July 13, 2026.

An Order to Disburse $12.00 from Fiduciary Special Fund to Brian Wood, Clerk for the recording fees of the Estate of Norma Nadine Edwards.

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.

BRIAN WOOD, COUNTY CLERK

Commission Ellis made a motion to approve the order to change the polling place locations as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

PROCLAMATION

Larry Frye, County Attorney read the Proclamation – Declaring Putnam a Stroke Smart County.
Dr. Rena Sukhdeo-Singh from CAMC spoke regarding stroke symptoms and the importance of immediate treatment.

LOWELL WILKES

Commissioner Ellis made a motion for the County Commission of Putnam County to be the applicant for the Preservation Alliance of WV Grant and the 25% match money will be contingent upon the grant being selected as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

LETTER OF SUPPORT – FEDERAL SURFACE TRANSPORTATION REAUTHORIZATION

Commissioner Ellis made a motion to approve the letting of support for the Federal Surface Transportation Reauthorization as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

KAITLYN STOWERS, ASSOCIATE PLANNER

Commissioner Ellis made a motion to file the complaint on DAEA Case No. 2025-22 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order and accept the complaint on DAEA Case No. 2025-22 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order and accept the complaint on DAEA Case No. 2025-31 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to file the complaint on DAEA Case No. 2025-31 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion on DAEA Case 2025-38 to impose sanctions of $100/day as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order and accept and file the complaint on DAEA Case No. 2026-01 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order to dismiss DAEA Case No. 2026-05 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

TIM HANNA, COUNTY MANAGER

Commissioner Ellis made a motion to approve the Resolution for the Fisher Ridge Waterline Extension Project and authorize the President to sign as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Revised Elected Official Salary Schedule for FY2027 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the Coal Severance State Budget Revision #1 and authorize the Commission President to sign all necessary documents as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

1. An order to issue a check from the Water and Sewer Fund (045-809-2-23.0) in the amount of $37,893.59 payable to Terradon Corporation for design and engineering services on the Custer Ridge Waterline Extension Project, Invoice #47085-B, 47423-1, 47423-2, 47626-1, and 47626-2

2. An order to issue a check from the Water and Sewer Fund (045-809-2-30.0) in the amount of $134,795.70 payable to Chojnacki Construction, Inc for Pay App #1 on the Custer Ridge Waterline Extension Project

3. An order to issue a check from the Water and Sewer Fund (045-809-5-66) in the amount of $3,990.76 (invoice #47627) payable to Terradon Corporation for engineering services for the Water Feasibility Report update

Commissioner Ellis made a motion to approve the order as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

1. An order to issue a check from the 911-07 Fund in the amount of $8,549.68 payable to Lightrr for Tower Hardware Grant

2. An order to issue a check from the 911-07 Fund in the amount of $24,010.45 payable to INdigital for Milestone 3 – 911 Call Handling Equipment and Network Upgrade

Commissioner Ellis made a motion to approve the order as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the TIF Fund (273-430-5-66.0) in the amount of $14,989.24 payable to WesBanco Bank, Inc., Trustee for June 2026 TIF Revenue (Acct #108507771 Revenue Fund) – Trustee is to issue debt service payments for Putnam Bonds 2017AB as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

BOARD APPOINTMENT

Commissioner Ellis made a motion to re-appoint Mark Stolle to serve as the citizen representative on the Regional Intergovernmental Council, effective July 1, 2026, with a term to expire on June 30, 2027, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the amended the order to appoint Roger Bias to serve on Putnam County Dilapidated & Abandoned Enforcement Agency and not the Putnam County Development Authority Board, effective June 30, 2026 with a term to expire on May 10, 2028, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Mike Mosteller visited the Google Data Center, but could not get past the gate and proceeded to ask a series of questions regarding the data center.

Martha Smith inquired about DAEA case 2026-01 which the Commissioners explained they accepted and filed the complaint. She also spoke in favor of utilizing the Hoge House for local schools to tour to educate students.

Jasper Ball from Regional Intergovernmental Counsel informed the Commission of grants available for police departments through the Department of Justice which are due in the middle of August.

ADJOURN

At 10:03 a.m. on Tuesday, July 14, 2026, having no further business, Commissioner Ellis made a motion and Commissioner Pierson seconded to adjourn the regular session of the County Commission until Tuesday, July 28, 2026, at 5:00 p.m.

Respectfully submitted,

Marcie Kimberling
Executive Assistant