APPROVED: _____

DATE: _____

MINUTES
PUTNAM COUNTY COMMISSION REGULAR SESSION
September 8, 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 order that each of the election officials received from the Democratic and Republican Executive Committees be named Election Officials for the purpose of conducting the General Election to be held on November 3, 2026, and it is further ordered that the Clerk of the County Commission should fill any vacancies, as necessary 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 August 25, 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:

David C. &/or Summer Bailey, Gregory Dale & Barbara Ellen Bailey, Jayden T. Barnett, Aaron J. &/or Emily R. Bowles, Tammy A. Brown, Gary K. Dunlap, John and Regina Gibson, Rita J. &/or Garry V. Higginbotham, Chasity M. Moore, Patrick C. &/or Devona Myers, Christopher L. &/or Karin A. Polk, Evan G. Robinson, Danny Rohde, Matthew S. &/or Ashley N. (McDaniel) Shafer, Nancy Smith, Amber (Campbell) Swearingen, Meredith &/or Anthony Wells, Laura A. Williams, (four) Brody &/or Kim Workman, Joseph G. Zegeer, (five) B G Hamrick LLC, Elias &/or Mallory Beacom, David B. &/or Tandy R. Boggess, Brenda Turley, Jason R. &/or Kristi L. Brouse, Glenn A. Clark, Mary Craig, Johnathan N. Davis, Robert D. or Carol Fields, Kevin A. &/or Susan

M. Hager, Ronald E. Higginbotham Sr. et al, David P. &/or Lisa D. Hill, MacKenzie Hooker, (three) Robert King, Timothy Lacy, (two) Scott and Gail Noulett, Chasity M. Moore, (four) C. W. Pickrell et ux, (three) Charles Piper, Stefanie S. Reger, Riverside Sod Farm LLC, Hunter L. Rogers, Harold Sheldon Jr. et al, Natasha L. Sowards, Ramona L. Walker, Jessica Wells, Jessica (Lovejoy) Wells, (two) Codie Frankli & Larry Wingo, Shawn Workman, Thomas B. &/or Marsh A. Armstead, Christopher Lee Blankenship, Barry D. Branham, Dorsel Cobb Jr., Terry Vaughan &/or Jill R. Cox, Darrell Coyner Jr., Dana W. &/or Linda M. Crul, Don K. and Marilyn K. Cunnungham, Louis &/or Deborah Dellamea, John W. &/or Lacinski Linda L. Dennis, Susan Ash Duernberger, Brad Fittro, Lee E. Foster, David Andrew Garrett, Stephanie Jo Good, Ricky D. Hanna, Edward N. Harmon Jr., Heritage Windup LLC, Cindy Higginbotham et al, Jamie L. Irvine, Sarah Janey, Steven W. &/or Susan M. Jeffries, Leona and Brian Jordan, (two) Sheila Rayna Jordan, Matthew Knight, Mark R. or Nikole Kurten, Terry L. &/or Karen Layne, Brian L. Lloyd, Michael W. Lilly et ux, National Roof Restoration & Repair LLC, Ahmet B. &/or Suzanna M. Oruc, Marc R. &/or Regina M. McCreery, Angelina K. Maynard, Denver P. or Sandra K. McClure, Robert T. and Melissa D. Meeks, Matthew & Seline Miller, Robert Moles, Angela D. Moore, Remington Tyler Mowery, Mary Elizabeth Norman, James David Panaro, Chris E. Patrick, Bradley G. or Patricia J. Rice, Danny Rohde, (four) Dean Rose, Gary R. &/or Mary B. Rose, (two) Austin Ray Shamblin, Anthony D. Sigman, Donald Lee Skeens, Smith & Watson Groundworks, Warren M. Sovine, Leanna Spurlock, (three) The Pet Plantation LLC, Brian K. &/or Elizabeth Scott Thorniley, Robert L. and Sally Totten, Desirae Kyleanna and Collin Douglas Holmes Tucker, Brenda Turley, Donald L. &/or Vicki Underwood, William M. Walters Jr., Allison (Epling) White, Jolene Willard, Rodney D. or Diane K. Walls

134 Erroneous Assessments were approved totaling $76,375.66 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 Nathaniel Watson, Full-Time, Fire Fighter, Department 713, $22.19/hourly, effective September 13, 2026, as presented by the Commission Secretary

2. An Order to make a payroll change for Tyler Melson, Full-Time, Fire Fighter, Department 713, $22.19/hourly, effective September 13, 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 $285.00 to Prestera Health Services (June 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: Daisy Mae Backus, Joseph Nurnberger Coalter, Jr., Cynthia Ann Frazier, Dianna Lynn Johnson (Sowards), Barbara Sue Landers, Wesley Lee Landers, Sr., Patricha Ann Goodwin, Loretta R. Richardson, Donald Edward Hudnall, Jr., Evlyn Cornell Fultz, Toni Frances King, Wanda M. Kinser, Jonathan Alexander Netcher, Elva Dane Scott, Alyce Kathryn Smith, Malcolm Ray Wood

An Order to disburse the sum of $120.00 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, August 26, 2026, through September 7, 2026.

A General Order to Show Cause for the Estates of:
Mary Lou Barnette, Paula Jean Blankenship, Shawn Alan Daniels, Richard Gregory Gush, Gordon Garfield Harper, Francis N. Harrington, William A. Harris, William Franklin Higginbotham, Patricia A. Morris, Judy Kay Quade.

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.

KELLY THOMPSON, EXECUTIVE DIRECTOR

Kelly Thompson of Mission West Virginia reviewed the various programs offered by the organization, with a particular focus on the Bridge Program. She submitted an application requesting consideration for opioid settlement funding and provided supporting statistics demonstrating the program's effectiveness and positive impact on participants.

JASPER BALL, REGIONAL GOVERNMENTAL AND COUNCIL, JIM NAGY, TERRADON

Commissioner Ellis made a motion to approve the resolution for payment for the Custer Ridge Waterline Project as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Jim Nagy gave a brief update on the project.

JAMEY HUNT, DIRECTOR OF DAY REPORT CENTER

Commissioner Ellis made a motion to approve and authorize the Commission President to sign the Community Corrections Grant Resolution as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

TRICK OR TREAT

Commissioner Ellis read and made a motion to designate Saturday, October 31, 2026, as Trick or Treat from 6:00 p.m. to 8:00 p.m. for all areas of Putnam County outside of city limits. Commissioner Pierson seconded the motion. The motion carried unanimously.

MELISSA SARGENT, SENIOR PLANNER

Commissioner Ellis made a motion to approve the order on PCPC REZ 2026-04, rezoning of 288 +/- (Tax Map 172, Parcels 2 and 3); owned by Valdeacourt Farm Limited Partnership; and located at 15231 Winfield Road in Winfield, WV from “R-R” Rural Residential District to “C-2” High Density Commercial District as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

KAITLYN STOWERS, ASSOCIATE PLANNER

Ralph Hutchinson, trustee for the property referenced in DAEA Case No. 2025-17, had several questions regarding tree removal. He also requested information on the appropriate contacts for obtaining permits or approvals to construct a dock, as well as whom to contact to establish water and sewer service.

Commissioner Ellis made a motion to dismiss DAEA Case No. 2025-17 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to approve the order for the landowner to comply in 30 days for DAEA Case No. 2025-13 as presented. The motion died for lack of a second.

Commissioner Ellis amended his motion to approve the order for the landowner to comply in 30 days for DAEA Case No. 2025-31 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

The landowner for the property referenced in DAEA Case No. 2026-02 spoke and will be removing the structure.

Commissioner Ellis made a motion to approve the order for the landowner to comply in 90 days for DAEA Case No. 2026-02 as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

TIM HANNA, COUNTY MANAGER

Commissioner Ellis made a motion to approve and authorize the Commission President to sign the Pavement Index and Management – Phase 1 MOU between Regional Intergovernmental Counsel and the Putnam County Commission as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

Nick Roach introduced himself and his wife, who spoke about her concerns related to the data center.

Joseph DeGroff expressed his concerns regarding the data center and requested to formalize an agreement on the matter.

According to Commission President Andy Skidmore, the resolution is scheduled to appear on the Commission agenda on September 29, 2026.

TIM HANNA

Commissioner Ellis made a motion to approve the budget revision for Department 700 the Sheriff's Department as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to issue a check from the General County Fund (001-424-2-36.0) in the amount of $57,654.73 payable to West Virginia Division of Emergency Management for repayment of an over-reimbursement issued 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 August 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 $1,988.75 payable to Potesta & Associates, Inc. for design and engineering 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.

1. An order to issue a check from the Water and Sewer Fund (045-809-2-30.0) in the amount of $101,772.27 payable Chojnacki Construction, Inc. for Pay App #3 on the Custer Ridge Waterline Extension Project

2. An order to issue a check from the Water and Sewer Fund (045-809-2-23.0) in the amount of $29,275.73 payable to Terradon Corporation for engineering and inspection services on the Custer Ridge Waterline Extension Project, Invoices 47626-1, 48051-1, and 48051-2

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

BOARD APPOINTMENTS

Commissioner Ellis made a motion to re-appoint Mike Hanna to serve on the Putnam Union Public Service District Board, effective October 1, 2026, with a term to expire on September 30, 2032, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Brittany Willard to serve on the Putnam County Parks & Recreation Board, effective September 1, 2026, with a term to expire on August 31, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint James Vannoy III to serve on the Putnam County Parks & Recreation Board, effective September 1, 2026, with a term to expire on August 31, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Rebecca Richmond to serve on the Putnam County Parks & Recreation Board, effective September 1, 2026, with a term to expire on August 31, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Greg Mick to serve on the Putnam County Parks & Recreation Board, effective September 1, 2026, with a term to expire on August 31, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint James Bowyer to serve on the Putnam County Parks & Recreation Board, effective September 1, 2026, with a term to expire on August 31, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Judie Sydenstricker to serve on the Putnam County Library Board, effective July 1, 2026, with a term to expire on June 30, 2031, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint David Rossi to serve on the Putnam County Health Department Board, effective July 1, 2026, with a term to expire on June 30, 2031, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Tony Craigo to serve on the Putnam County Health Department Board, effective July 1, 2026, with a term to expire on June 30, 2031, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Wanda Marks to serve on the Putnam County E-911 Advisory Board, effective July 1, 2026, with a term to expire on June 30, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Chief Mike Mullins to serve on the Putnam County E-911 Advisory Board, effective July 1, 2026, with a term to expire on June 30, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Kraig Barker to serve on the Putnam County E-911 Advisory Board, effective July 1, 2026, with a term to expire on June 30, 2029, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

Commissioner Ellis made a motion to re-appoint Travis Tarr to serve on the Putnam County Building Commission Board, effective August 28, 2026, with a term to expire on August 27, 2031, as presented. Commissioner Pierson seconded the motion. The motion carried unanimously.

ADJOURN

At 10:00 a.m. on Tuesday, September 8, 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, September 29, 2026, at 5:00 p.m.

Respectfully submitted,

Marcie Kimberling
Executive Assistant