

**WEST VIRGINIA:**

At a regular meeting of the Raleigh County Commission held on the 16<sup>th</sup> day of May, 2023 in the Commission Courtroom thereof:

**CALL TO ORDER**

President Tolliver called the meeting to Order.

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**ROLL CALL**

Present: David Tolliver, President  
Linda K. Epling, Commissioner  
Greg Duckworth, Commissioner  
Carl Roop, County Attorney - absent  
Jay Quesenberry, County Administrator  
Billy Michael, Assistant County Administrator – via phone conference

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**INVOCATION AND PLEDGE OF ALLEGIANCE**

Meeting was opened with the invocation by Pastor Carl Dingus of Daniels Bible Church of Daniels, and the recitation of the Pledge of Allegiance.

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**EXONERATIONS**

Commissioner Epling moved to approve 3 exonerations, 3 cancellations and 4 refunds for personal property; and 0 exonerations, 1 cancellation and 0 letters of correction for real property as presented today. Motion was seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT A)

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## BUDGET REVISIONS

Commissioner Epling moved to approve the Law Enforcement budget revision in the amount of \$70,036.33 for reimbursement for security services. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT B)

Commissioner Epling moved to approve the budget revision of the County Commission in the amount of \$54,000.00. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT C)

Commissioner Epling moved to approve the budget revision of the County Clerk in the amount of \$7,500.00. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT D)

Commissioner Epling moved to approve the budget revision of the County Clerk's Purchasing Department in the amount of \$500.00. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT E)

Commissioner Epling moved to approve the Courthouse budget revision in the amount of \$93,500.00. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT F)

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## NEW EMPLOYEE – RALEIGH COUNTY PROSECUTING ATTORNEY; TODD ANDREW BRIDGES KIRBY – ASSISTANT PROSECUTING ATTORNEY

A motion was made by Commissioner Epling to approve the hiring of Todd Andrew Bridges Kirby as Assistant Prosecuting Attorney as presented by Josh Thompson, Assistant Prosecuting Attorney. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT G)

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## NEW EMPLOYEE – RALEIGH COUNTY PROSECUTING ATTORNEY; ELIZABETH MARIE PHILLIPS – LEGAL ASSISTANT

Commissioner Epling moved to approve the hiring of Elizabeth Marie Phillips as Legal Assistant for the Prosecuting Attorney's Office as presented by Josh Thompson, Assistant Prosecuting Attorney. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT H)

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## NEW EMPLOYEE – RALEIGH COUNTY COMMISSION – ROBERT GILKERSON – CUSTODIAN

A motion was made by Commissioner Epling to approve the rehiring of Robert Gilkerson as Custodian for the Raleigh County Commission. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT I)

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## PRESENT 2022 DELINQUENT REAL ESTATE LIST FOR APPROVAL

A motion was made by Commissioner Epling to approve the 2022 Delinquent Real Estate list as submitted on May 9, 2023. The motion was seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT J)

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ESTATE OF CHARLES CLARENCE JARRELL

Canceled

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ESTATE OF FRANCES LEE THOMPSON

A motion was made by Commissioner Epling to approve the Order to admit to probate a photocopy of the Will of Frances Lee Thompson, deceased, as presented by Attorney Adam Taylor. The motion was seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT K)

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MONTHLY COSAP REPORT FROM THE DAY REPORT CENTER

Commissioner Epling moved to approve the Report of the Division of Administrative Services, Justice and Community Services for April 2023 in the amount of \$4,205.91. The motion was seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT L)

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CONSIDERATION OF REPAIR ON EARTH MOVING EQUIPMENT FROM LESLIE EQUIPMENT FOR \$14,853.91

A motion was made by Commissioner Epling to approve the expenditure to Leslie Equipment Company in the amount of \$14,853.91 for repair on earth moving equipment. The motion was seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT M)

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CONSIDERATION OF DENTAL INSURANCE RENEWAL FROM DELTA DENTAL FOR EMPLOYEES FOR 2023-2025

Commissioner Epling moved to approve the Contract Renewal with Delta Dental Premier Group #01034. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT N)

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CONSIDERATION OF A GRANT TO THE LILLIAN JAMES LEARNING CENTER FOR \$3870.00

A motion was made by Commissioner Epling to approve the Grant to the Lillian James Learning Center in the amount of \$3,870.00 for 30 water coolers. The motion was seconded by Commissioner Duckworth and motion carried unanimously.  
(SEE EXHIBIT O)

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**CONSIDERATION OF A GRANT TO PARKS & RECREATION FOR \$11,000 FOR TREE REMOVAL**

A motion was made by Commissioner Epling to approve the \$11,000.00 Grant to Parks & Recreation for removal and care of trees at the Courthouse and Lake Stephens Park. Seconded by Commissioner Duckworth and motion carried unanimously.  
(SEE EXHIBIT P)

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**OLD BUSINESS**

None

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**PUBLIC PARTICIPATION**

Upon the request of Sherrie Hunter, Commissioner Epling moved to approve a \$5,000.00 matching grant from the Coal Highway Heritage Authority to aid in the restoration of the New Salem Baptist Church. The motion was seconded by Commissioner Duckworth and motion carried unanimously.

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**APPROVAL OF MINUTES**

A motion was made by Commissioner Epling to approve the minutes of the April 18, 2023 Regular Meeting of this Commission. Seconded by Commissioner Duckworth and motion carried unanimously.

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**VACATION ORDERS**

Commissioner Epling moved to approve the Vacation Orders from May 2, 2023 to May 15, 2023, inclusive. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT Q)

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**FINAL ACCOUNTINGS AND WAIVERS OF FINAL SETTLEMENT**

The following Final Accountings and Waivers of Final Settlement of the Fiduciary Supervisor were read into the minutes.  
(SEE EXHIBIT R)

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## BILLS, COMMUNICATIONS AND APPOINTMENTS

A motion was made by Commissioner Epling to approve the reappointment of Ron Hedrick to the Raleigh County Housing Board for a term expiring July 6, 2028. Seconded by Commissioner Duckworth and motion carried unanimously.  
(SEE EXHIBIT S)

A motion was made by Commissioner Epling to approve the appointment of Gregory A. Duckworth to the Raleigh County Marketing Committee at Visit Southern West Virginia. This term is non-expiring. The motion was seconded by Commissioner Tolliver and motion carried unanimously. (SEE EXHIBIT T)

A motion was made by Commissioner Epling to approve the appointment of Molly Williams to the Raleigh County Marketing Committee at Visit Southern West Virginia. This term is non-expiring. The motion was seconded by Commissioner Duckworth and motion carried unanimously.  
(SEE EXHIBIT U)

A motion was made by Commissioner Epling to approve the reappointment of Bill Baker to the New River Gorge Regional Development Authority for the term expiring June 30, 2026. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT V)


A motion was made by Commissioner Epling to approve the reappointment of Regina Fairchild to the Raleigh County Library Board of Trustees for the term expiring June 19, 2028. Seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT W)

A motion was made by Commissioner Epling to approve the reappointment of Paul Flanagan to the New River Parkways Authority for the term expiring June 30, 2026. The motion was seconded by Commissioner Duckworth and motion carried unanimously. (SEE EXHIBIT X)

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## ADJOURNMENT

Commissioner Epling moved to adjourn this meeting until the next regular scheduled meeting of this Commission on June 6, 2023 at 10:00 a.m. The motion was seconded by Commissioner Duckworth and motion carried.

s/s   
David Tolliver  
President

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