

NOTICE OF SPECIAL MEETING

**THE MERCER COUNTY COMMISSION WILL MEET IN
SPECIAL SESSION ON MONDAY, APRIL 7, 2025 AT 6:00 P.M. IN
JUDGE WILLIAM SADLER’S COURTROOM.**

**THE PURPOSE OF THE MEETING IS TO ADDRESS ANIMAL
SHELTER AND ANIMAL CONTROL ISSUES.**

**BILL ARCHER, PRESIDENT
MERCER COUNTY COMMISSION**

RE: WEST VIRGINIA:
At a Special Session of the County Commission, held for the County of Mercer, at the
Courthouse thereof, on Tuesday, April 7, 2025.

Present:	Bill Archer	President
Present:	Greg Puckett	Commissioner
Present:	Brian Blankenship	Commissioner

The Mercer County Commission held a special meeting Monday evening at 6:00 P.M. in Circuit Court Judge William Sadler’s Courtroom. The purpose of the meeting: to discuss animal shelter and animal control issues in Mercer County. The following residents spoke before the County Commission to voice their concerns.

- **Leesa Moten** - Low-cost spay and neuter services, partner with other animal rescue groups, could open up room at animal shelter
- **Brandon Riffe** – Animal control is a county wide problem, irresponsible pet owners that do not spay/neuter their pets and the lack of a county spay/neuter ordinance
- **Denise Braun** – Has taken in several fosters, people need to take responsibility
- **Sandy Flanigan** – Asked if they were willing to kill just for space – Response-NO the County Commission does not want to kill just to make room
- **Sis Williams**- Rescues animals, people need to be more responsible with pets

- **Charlotte Crow** – county needs to focus on pet owners/breeders, MC Animal Shelter needs to have an inviting, clean visitation area for people
- **Candy Terry** – This is a people problem, shelter needs more help
- **Kim Bay** – MC Humane Society – This is a community issue, pet owners need to take responsibility
- **Phyllis Martin** – People need to be held responsible for their pets, Grant money should be given to the shelters
- **Alex Bay** – Veterinarian – Met with County Commission
- **Patty Owensby** – Read a statement from Brandy Reese – Need to start a foster program, social media presence,
- **Susan Arnold** – need leash law, pet owners need to have consequences/held accountable
- **Pat Tolley** – Plan is not to kill after 5 days, fundraisers for donating dog food to animal shelter, shelter is not big enough for Mercer County, increase size of animal shelter
- **Lori Sexton** – Pet owners need to be held accountable
- **Michelle Cole** – Need leash law, Spay/neuter ordinance, responsible pet ownership, fundraiser for Furever Fixed

It is ordered that this Commission be and is hereby adjourned until April 8, 2025.

President

Bill Archer

MERCER COUNTY COMMISSION MEETING-TUESDAY, APRIL 8, 2025 –10:00 A.M.

AGENDA:

OPEN WITH PRAYER
PLEDGE OF ALLEGIANCE
MINUTES OF PREVIOUS MEETING

APPOINTMENTS/REAPPOINTMENTS
OATHS OF OFFICE

Mercer County Public Defender Board
Appointment & Oath of Office
Amy Weiss, Board Member

Mercer County Animal Shelter
Employment & Oath of Office
Paul Reed & Danielle Odum
Part-Time Kennel Technicians

Mercer County Clerk’s Office
Employment & Oath of Office
Tammy Shrader, Deputy Clerk

CONTRACTS/AGREEMENTS/RESOLUTIONS:

Proclamation-Child Abuse Prevention
Month-Children’s Memorial Flag Day
Bill Archer, President

Mercer County Animal Shelter
Contract for Consultant Pharmacist
James Douglas Bellamy

Mountain View Humane
Contract Renewal Spay/Neuter Services
Aaron Osborne, Executive Director

Mercer County Dilapidated Structures
Demolition Contract Agreement
Lori Mills, Dilapidated Structures Officer

WV Department of Highways
Purchase of Land for Right of Way
Bill Archer, President

ESTATES:

Harry Mitchell

FUNDING REQUESTS:

Glenwood Park
Wallace Wiring Proposal to Install
Outdoor Lights at Pickleball Courts
Greg Puckett, Commissioner

Mercer County Sheriff’s Department
Request for Police Cruisers
Alan Christian, Sheriff

Mercer County Animal Shelter
Starry Eyes Media Proposal for Website
Brandon Gilbert, Creative Director

Mercer Board of Health
Request for Funding
Debra Legg, Administrator

DISCUSSION:

Mercer Convention & Visitors Bureau
Annual Report/Grant Application
Jamie Null, Executive Director

National Coal Heritage Area Authority
Recommendation of Board Member
Christy Bailey, Executive Director

Hazel Dickens 100th Birthday Celebration
Glenwood Park
Robert Gardner, Organizer

Appalachian Power Company
Invoice for Replacement of Power Pole
Bill Archer, President

Glenwood Recreation Park
Picnic in the Park – May 4th
Greg Puckett, Commissioner

Brush Creek Sites 14 & 15
Rehabilitation Projects
Bill Archer, President

EXECUTIVE SESSION:

WV Water Company
Property Matters
Bill Archer, President

Mercer County CLEAN Initiative
Greg Puckett, Commissioner

Personnel Matters

Appointments & Oaths of Office
Discussion

PUBLIC COMMENTS:

COMMISSION TO APPROVE THE FOLLOWING:

1. Invoices
2. Settlements
3. Exonerations
4. List of Approved Estates for March 2025

RE: WEST VIRGINIA:

At a Regular Session of the County Commission, held for the County of Mercer, at the Courthouse thereof, on Tuesday, April 8, 2025.

Present:	Bill Archer	President
Present:	Greg Puckett	Commissioner
Present:	Brian Blankenship	Commissioner

RE: APPOINTMENT & OATH OF OFFICE – AMY WEISS – MERCER COUNTY
PUBLIC DEFENDER BOARD

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the Appointment and Oath of Office of Amy Weiss to serve as Board Member for the Mercer County Public Defender Board.

RE: EMPLOYMENT & OATH OF OFFICE – PAUL REED – MERCER COUNTY
ANIMAL SHELTER

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the Employment & Oath of Office of Paul Reed to serve as Part-Time Kennel Technician for the Mercer County Animal Shelter.

RE: EMPLOYMENT & OATH OF OFFICE – DANIELLE ODUM – MERCER
COUNTY ANIMAL SHELTER

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the Employment & Oath of Office of Danielle Odum to serve as Part-Time Kennel Technician for the Mercer County Animal Shelter.

RE: EMPLOYMENT & OATH OF OFFICE – TAMMY SHRADER – MERCER
COUNTY CLERK’S OFFICE

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the Employment and Oath of Office of Tammy Shrader to serve as Deputy Clerk for the Mercer County Clerk’s Office.

RE: PROCLAMATION – CHILD ABUSE PREVENTION MONTH – CHILDREN’S
MEMORIAL FLAG DAY

This day on motion of Bill Archer, Commissioner, seconded by Brian Blankenship,
Commissioner, the Commission voted unanimously to approve the Proclamation declaring the
month of April as Child Abuse Prevention Month – Children’s Memorial Flag Day. Children’s
Memorial Flag Day will be held on Friday, April 25, 2025 at 12:00 noon.

Mercer County Commission

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VICKY REED
County Administrator



BILL ARCHER
1322 Woodrow Avenue
BLUEFIELD, WV 24701

BRIAN BLANKENSHIP
882 Oakland Drive
PRINCETON, WV 24739

GREG PUCKETT
334 Pine Acres Way
PRINCETON, WV 24739

PROCLAMATION
APRIL IS CHILD ABUSE PREVENTION MONTH &
CHILDREN’S MEMORIAL FLAG DAY IS APRIL 25, 2025

WHEREAS, children are the future of WV and we continue to work towards a state that is greater for them than the one we grew up in; and

WHEREAS, finding solutions to child maltreatment requires input and action from everyone, and education efforts increase public awareness about ways to recognize and prevent child abuse; and

WHEREAS, prevention remains the best defense for our children and families, and

WHEREAS, the Children's Memorial Flag has become a recognizable symbol of the need to do a better job of protecting children; and

WHEREAS, approximately 3 million children are reported and investigated as abused and neglected in this country each year; and nearly 2,000 children die from abuse and neglect yearly in the US and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and

WHEREAS, all citizens should become more aware of the negative effects of child abuse and its prevention within their communities, and become involved in supporting parents to raise their children in a safe, nurturing environment;

NOW, THEREFORE We, The Mercer County Commission do hereby proclaim April 2025 as **CHILD ABUSE PREVENTION MONTH** AND the designated month to display the **CHILDREN’S MEMORIAL FLAG** in Mercer County, WV. We further designate, **Friday, April 25, 2025 as CHILDREN’S MEMORIAL FLAG DAY** and invite the Mercer County Citizens to attend a Rededication Service and Remembrance Walk at the Mercer County Courthouse at Noon on April 25, 2025.

DATED THIS 8th DAY OF APRIL, 2025.

MERCER COUNTY COMMISSION:


Bill Archer, President


Greg Puckett, Commissioner


Brian Blankenship, Commissioner

RE: CONTRACT – MERCER COUNTY ANIMAL SHELTER

This day on motion of Bill Archer, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the Mercer County Animal Shelter Contract for Consultant Pharmacist, James Douglas Bellamy.

RE: CONTRACT – MOUNTAIN VIEW HUMANE

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the Mountain View Humane Contract renewal for spay/neuter services, Aaron Osbourne, Executive Director.

RE: DEMOLITION CONTRACT AGREEMENT – MERCER COUNTY
DILAPIDATED STRUCTURES

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the Demolition Contract Agreement for the Mercer County Dilapidated Structures, Lori Mills, Dilapidated Structures Officer.

RE: WV DEPARTMENT OF HIGHWAYS – RIGHT OF WAY

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted to approve the West Virginia Department of Transportation, Division of Highways to purchase land for right of way from the Mercer County Commission for \$12,000.00. Bill Archer, Commissioner, abstained from voting.

RE: ESTATE – HARRY MITCHELL

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the copy of the Last Will and Testament of Harry Mitchell, deceased, be admitted to record.

WEST VIRGINIA:

At an adjourned session of the County Commission continued and held for the County of Mercer, at the Courthouse thereof, on April 8, 2025.

Present:	Bill Archer,	President.
Present:	Greg Puckett,	Commissioner.
Present:	Brian Blankenship,	Commissioner.

BEFORE THE COUNTY COMMISSION OF MERCER COUNTY, WEST VIRGINIA
IN RE: HARRY MITCHELL, DECEASED.

O-R-D-E-R

On the 8th day of April, 2025, before the Mercer County Commission, came the matter of the Estate of Harry Mitchell, deceased, upon motion of Harry T. Mitchell, II, Executor, requesting that a copy of the Last Will and Testament of said estate be accepted for recordation.

After discussion and review of this matter by the Commission, upon proper motion and second, and it appearing proper to do so, the Commission **ORDERS** that the copy of the Last Will and Testament of Harry Mitchell, deceased, be admitted to record.

All of which was accordingly **ADJUDGED** and **ORDERED**. The Clerk of this Commission is **DIRECTED** to take whatever actions he deems necessary to effectuate this Order.

Dated this the 8th day of April, 2025.

ENTER:

BILL ARCHER, PRESIDENT
MERCER COUNTY COMMISSION

ATTEST:

VERLIN T. MOYE, CLERK
MERCER COUNTY CLERK

RE: FUNDING REQUEST – GLENWOOD PARK – WALLACE WIRING

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the funding request from Glenwood Park, Greg Puckett, Commissioner. Funding in the amount of \$15,975 will be taken from Video/Lottery and Hotel/Motel equally (\$7987.50). Funding will be paid to Wallace Wiring to install outdoor lights at the Pickleball Courts of Glenwood Park.

RE: FUNDING REQUEST – MERCER COUNTY SHERIFF’S DEPARTMENT

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the funding request from the Mercer County Sheriff’s Department. Funding in the amount of \$298,575 will be taken from Budget Stabilization and used to purchase five new police cruisers from Ramey. The cost to have them outfitted is \$8,464.97.

RE: FUNDING REQUEST – MERCER COUNTY ANIMAL SHELTER – STARRY
EYES MEDIA

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the funding request from the Mercer County Animal Shelter. Funding in the amount of \$9,000 will be taken from General County and used for a website for the Mercer County Animal Shelter.

RE: FUNDING REQUEST – MERCER BOARD OF HEALTH

This matter has been tabled.

❖ **DISCUSSION:**

- Mercer Convention & Visitors Center – Annual Report/Grant Application – Jamie Null Requested that form for Hotel/Motel Tax be put on the County Commission’s website. Greg Puckett – Mercer County needs to have a Business Registry
- National Coal Heritage Area Authority – Tabled
- Hazel Dickens 100th Birthday Celebration – Glenwood Park – Robert Gardner, Organizer - Benefit Concert on June 1, 2025 at Glenwood Park Amphitheater funds benefit National Black Lung Association, inducted into the International Bluegrass Music Hall of Fame in 2017
- Appalachian Power Company – Invoice for replacement of power pole – County Commission is contesting invoice saying the County Commission should not be responsible for paying this invoice
- Glenwood Recreation Park – Picnic in the Park – May 4, 2025 Dedication – Over \$800,000 has been invested into the park.
- Brush Creek Sites 14 & 15 – Site 14 project on hold – Rebidding

❖ **PUBLIC COMMENTS:**

- Carol Miller’s Office – Understands funding issues that Counties are having
- Josh Cline – Concord University – April 26, 2025 Celebrate Concord Day – Fireworks @ 8:00.

RE: INVOICES, SETTLEMENTS, EXONERATIONS & APPROVED ESTATES

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the following Invoices, Settlement and Exonerations.

2 Coal Real Estate LLC – Ticket #10513 – Real Estate 2024 – 03 Bluefield – Map 34 Parcel 34

Pt Lot 1 Lots 3&4 Sec 954 Memorial School – Property should be residential – school razed.

Property is located in residential neighborhood – Assessment is \$165,780 should be \$66,240

Amount of Exoneration - \$2,756.86

Fly By Nite Disposal Service – Ticket #304245 – Personal Property 2024 – 05 East River –

Taxed for a 2008 trash truck assessed for \$47,700 class 3 – should have been taxed for a 2002

Ford assessed for \$7,800 class 3. Exoneration recommended to correct.

Amount of Exoneration - \$905.57

PETITION FOR CANCELLATION OF ERONEOUS CHARGES

Tax Year	2021		
District	02 Beaver Pond		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
200003148	Jamee Sluss	Double assessed	\$ 21.16
Tax Year	2023		
District	02 Beaver Pond		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
200000762	Ireland Garrett	Double assessed	\$ 181.80
200002871	Timothy Garrett	Error on supplement	\$ 824.06
Tax Year	2024		
District	02 Beaver Pond		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
303219	Richard Pugh, II	Did nor own MH 7/1/23	\$ 77.62
Tax Year	2023		
District	03 Bluefield		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
300001884	Mary Endicott	Error on Supplement	\$ 127.30
Tax Year	2024		
District	09 Plymouth		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
310373	Mitzi Farmer	Did not own MH 7/1/2023	\$ 60.06
32919	Adam Taylor	Double assessed	\$ 452.10
Tax Year	2024		
District	10 Princeton		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
311515	Teresa Danieleley	MH junked	\$ 213.26
Tax Year	2024		
District	11 Rock		
<u>Ticket #</u>	<u>Name of Taxpayer</u>	<u>Reason</u>	<u>Amount</u>
313520	Chris Gillenwater	Double assessed on MH	\$ 100.58

This day the following accounts were presented against the County of Mercer, and the Commission having examined each and all of them, doth allow payment from the different accounts, check numbers listed below:

CHECKS – MARCH 2025

GENERAL COUNTY	-Check #80729 – 80881	Voided #80582, 80742, 80854
COAL SEVERANCE	-Check #4574 - 4579	
DOG FUND	-Check #637	
HOME CONFINEMENT	-Check #2708 – 2711	Voided #2710
HOTEL MOTEL	-Check #4937 - 4955	
COURTHOUSE EQUIPMENT	-Check #960 - 962	
COURTHOUSE ANNEX	-Check #2075 - 2080	
VIDEO LOTTERY	-Check #1686 - 1696	
HOTEL MOTEL RESERVE	-Check #1018	
OPIOID SETTLEMENT	-Check #1002 - 1004	
MCDRC FEES	-Check #6302 – 6320	
DILAPIDATED STRUCTURES	-Check #2	
ASSESSOR REAPPRAISAL	-Check #7094 – 7113	
FINANCIAL STABILIZATION	-Check #1077 - 1078	
TEEN COURT	-Check #243	
LACTF	-Check #1007 - 1009	
DEPUTY SHERIFF RETIREMENT	-Check #341	

RE: EXECUTIVE SESSION

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to go into executive session. On motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to come out of executive session and go back into regular session. No votes were taken during the executive session.

It is ordered that this Commission be and is hereby adjourned until April 22, 2025.

President

Bill Archer

NOTICE OF SPECIAL MEETING

**THE MERCER COUNTY COMMISSION WILL MEET IN
SPECIAL SESSION ON TUESDAY, APRIL 15, 2025 AT 10:00 A.M.
IN COUNTY COMMISSION COURTROOM.**

THE PURPOSE OF THE MEETING IS FOR THE FOLLOWING:

- 1. LAY THE LEVY FOR FY 2025/2026
- 2. REGION ONE PLANNING & DEVELOPMENT COUNCIL
MCCOMAS WATER PROJECT ADMINISTRATION AGREEMENT
- 3. REGION ONE PLANNING & DEVELOPMENT COUNCIL
FY 25/26 REGIONAL PROJECTS LIST
- 4. LAKECREST CONSTRUCTION-PROPOSAL TO REPAIR CONCRETE PADS
AT MERCER COUNTY COURTHOUSE
- 5. EXECUTIVE SESSION – APPOINTMENTS & OATHS OF OFFICE

**BILL ARCHER, PRESIDENT
MERCER COUNTY COMMISSION**

RE: WEST VIRGINIA:
At a Special Session of the County Commission, held for the County of Mercer, at the
Courthouse thereof, on Tuesday, April 15, 2025.

Present:	Bill Archer	President
Present:	Greg Puckett	Commissioner
Present:	Brian Blankenship	Commissioner

RE: LEVY – FY 2025/2026

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett,
Commissioner, the Commission voted unanimously to approve the Levy rates for FY 2025/2026.

RE: AGREEMENT - REGION ONE PLANNING & DEVELOPMENT COUNCIL –
MCCOMAS WATER PROJECT ADMINISTRATION

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the McComas Water Project Administration Agreement from Region One Planning & Development Council.

AGREEMENT FOR ADMINISTRATIVE SERVICES

BY AND BETWEEN

MERCER COUNTY COMMISSION

AND

REGION I PLANNING AND DEVELOPMENT COUNCIL

THIS AGREEMENT, entered into on this the 15th day of April, ~~March~~, 2025 by and between the Mercer County Commission (hereinafter referred to as the Public Body), and Region I Planning and Development Council (hereinafter referred to as the Administrator).

WITNESSETH THAT:

WHEREAS, the Public Body is undertaking the Mercer County McComas Waterline Extension Project utilizing HUD Community Development Block Grant funding; and

WHEREAS, the Public Body desires to engage the Administrator to render certain technical and administrative assistance in carrying out this Project; and

NOW, THEREFORE, the parties hereto mutually agree as follows:

I. EMPLOYMENT OF ADMINISTRATOR

The Public Body hereby engages the Administrator, and the Administrator hereby agrees to perform the professional services set forth herein.

II. SCOPE OF SERVICES

The Administrator shall perform and carry out in a satisfactory and proper manner, the services as set forth in "Exhibit A" Scope of Services.

III. TIME OF PERFORMANCE

The services of the Administrator are to commence upon the execution of this Agreement and are to continue through the completion of the program audit.

IV. RECIPIENT OF FUNDS

It is expressly understood and agreed that the Public Body is the official recipient of all funds received from the funding source, and therefore, these funds shall be maintained and administered separately from any other funds administered by the Administrator as the separation of funding is mandated by the individual funding

requirements and other project funding sources.

V. COMPENSATION AND METHOD OF PAYMENT

For technical and administrative services rendered in connection with the Scope of Services, the Public Body will authorize the Administrator to requisition funds for such services at a billable rate of \$85.00 per hour for staff services, with a not to exceed sum of **\$37,500.**

However, should the Scope of Services be changed, amended or otherwise modified, the Administrator reserves the right to renegotiate this contracted sum.

It is also understood and agreed upon that the audit costs and responsibility are separate and apart from the administrator's responsibility for this program.

VI. TERMINATION

This agreement may be terminated in accordance with "Exhibit B", Terms and Conditions.

**“EXHIBIT A”
SCOPE OF SERVICES**

The Administrator, on behalf of the Public Body, herewith agrees to administer the Program and provide the designated services as submitted on behalf of the Public Body and approved as contained in the following application(s) to which reference is hereby made and incorporated as is fully set out herein;

- a. Administration of HUD Community Development Block Grant Funding
Mercer County McComas Waterline Extension Project

Which include but are not limited to, the following where applicable:

1. IJDC application process to obtain full funding, including attending funding agency and team member meetings;
2. Set up and maintain project files per funding source requirements to be delivered to Public Body upon project completion;
3. Solicitation of professional services:
Assist Public Body with 5G engineering advertisement and solicitations;
Advertise and solicit proposals on behalf of Public Body for other professional services as needed: attorney, accountant, appraiser, bond counsel, etc.;
Coordination of professional service agreements once selected by the Public Body;
4. Assist Public Body with preparation and submittal to the funding agencies the required evidentiary materials;
5. Assist project engineer with environmental review as necessary for release of funds;
6. Assist Public Body with necessary public meetings and notices;
7. Provide tracking of lands and rights-of-way acquisition between project team members (does not include door-to-door rights-of-way negotiation);
8. Loan closing coordination between Public Body, project team members and funding sources:
Preparation with assistance of project engineer of Schedule B or other loan closing budgets;
Assist Bond Counsel with necessary documentation;
Verify and submit loan closing checklists and documentation not otherwise submitted by other team members;
9. Labor Compliance:
Furnish applicable wage rates to project engineer when requested;
Perform 10-day wage rate check prior to bid opening;
Communicate with contractors the labor compliance requirements for each project;

Verify wage rates and required posters at site;
 Collect and review certified weekly payrolls and check for accuracy and compliance; Investigate any discrepancy with payrolls;
 Perform periodic labor compliance interviews and compare with certified payrolls;
 Ensure complaint procedure is in place, investigate any complaints and report findings to Public Body for resolution by Public Body;

10. Financial Assistance:

Collect and verify other project invoices for processing by comparing to applicable contracts;
 Preparation of project payment requests for Public Body approval and submission to applicable funding sources;
 Preparation of applicable checks for Public Body signature once payment requests are approved and funds received by Public Body;
 Monthly project financial statements and bank account reconciliations on behalf of the Public Body;
 Track overall project expenditures and amendments against project budget and communicate remaining balances with project team members;
 Provide to Public Body information concerning payments made by Public Body through Administrator's services to various payees, together with FEIN identification for those payments, to enable Public Body to compile payment information and Public Body file necessary 1099 reporting with the Internal Revenue Service for total payments made by Public Body to various payees for each tax year;

11. Project Reporting:

Prepare and submit required project and financial reports including, but not limited to, DBE Semi-Annual Reports, EDA Quarterly Reports, AML Quarterly Reports, SCBG Annual Reports, BPH Quarterly Reports, other special reporting such as ARRA, HRSA, ARPA, etc.;

12. Final Performance Report and Closeout:

Prepare and submit final performance report and other documentation as required by the funding agency upon completion of scope of services.

(-6-) Intended Beneficiaries:

The program will be implemented and initiated under the terms and conditions established by the approved application and will comply with all federal, state and local procedures as established for such program activities.

(-7-) Method of Payment:

Payment will be provided on the previously stated billable rate per hour and will be based upon the not to exceed operation budget and requirements as stated under Section (-3-) of this Agreement. The Administrator will be responsible for providing requisitions or drawdowns for payment in a timely manner so as to assure the uninterrupted and successful implementation of the program activities on behalf of the Public Body, as well as supervise all use of program funds based upon and not to exceed established budget for such activities, in concurrence with program and/or local policies for such activities.

(-8-) Performance Schedule:

It is the Administrator's responsibility to see that the implementation and completion of the program proceeds in a timely manner. It is also the Administrator's responsibility to notify the Public Body should the performance of the program deviate from the established schedule as contained in the approved application and/or approved amendment to the application.

(-9-) Monitoring and Evaluation Criteria:

It will be the responsibility of the Administrator to keep the Public Body informed of all activities being undertaken and initiated on their behalf.

(-10-) Statutory Provisions:

It will be the responsibility of the Administrator, on behalf of and in concert with the Public Body, to see that all federal and State statutory provisions are strictly adhered to so as to avoid unallowable expenditure of funds that might result in ineligible loan expenditures.

(-11-) Audit Requirements:

It will be the responsibility of the Administrator, on behalf of the Public Body, to maintain all fiscal accounting records in an auditable and acceptable method so as to provide for compliance with audit requirements for the implementation of this program and to make said files readily available at Administrator's office for such review. It is the Public Body's responsibility, as part of their overall contractual agreement with the State of West Virginia, to obtain an audit for the program.

(-12-) Recordkeeping, reporting and Monitoring Requirements:

It will be the responsibility of the Administrator to see that all

“EXHIBIT B”

TERMS AND CONDITIONS

(-1-) Provision for Termination for Non-Performance:

Provisions are herein stated for termination of the Agreement for Administrative Services.

(-2-) Termination of Contract for Cause:

If, through any cause, the Administrator shall fail to fulfill in a timely and proper manner his obligations under this Agreement, or if the Administrator shall willingly violate any of the covenants, agreements, or stipulations of this Agreement, the Public Body shall thereupon have the right to terminate this Agreement by giving written notice to the Administrator of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies and reports prepared by the Administrator under this Agreement shall, at the option of the Public Body, become its property and the Administrator shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

(-3-) Termination for Convenience:

Notwithstanding the termination for cause provision, either party to the Agreement has the option of termination of this Agreement at will by the delivery of thirty (30) days written notice on intent to terminate. If this occurs, the Administrator would be entitled to all payment for services and costs, as previously discussed, incurred prior to the effective date of termination.

(-4-) Operating Budget:

The operating budget for administrative services will be established upon the designated amount for such services contained in each approved application and/or approved amendment to the application for funding. It is expressly understood and agreed that the Agreement related to the administration of this program will not exceed the budgetary amounts contained in the approved application without the budget being officially amended with the concurrence of the Public Body and in compliance with State procedures.

(-5-) Scope of Services:

Under the terms and conditions of this Agreement, it is expressly understood and agreed that Region I will be responsible for the full implementation of all managerial, fiscal and programmatic procedures, as well as personnel required to successfully initiate and carry to completion the project as identified in the work program of the approved application.

requirements for recordkeeping, reporting and monitoring are maintained in a property and acceptable manner so as to meet all requirements of the funding agency, as well as the local Public Body.

(-13-) Contractual Covenants:

Be it expressly understood and agreed that the Administrator will be responsible for the initiation of all program activities in compliance with local Public Body procedure. It is further understood that each individual program is administered on behalf of the local Public Body and will be treated as an individual and separate activity, non-related to any other program responsibilities and requirements that may be implemented by separate Agreement by the Administrator. Furthermore, it is expressly understood and agreed that at no time will the funds provided to the Public Body for program activities and administration contained in the approved application lose their legal identity and responsibility of the Public Body. Also, it is expressly understood and agreed that any funds pertaining to the Program will be held separate from and maintained on a separate basis from any other activities of any nature undertaken by the Administrator by separate contract, thus assuring the Public Body of full control and use of funds received under the funding Program on behalf of the Public Body.

IN WITNESS WHEREOF, the parties hereto have made and executed this AGREEMENT, on the respective dates under each signature: ADMINISTRATOR through its Executive Director and PUBLIC BODY signing by and through its President, duly authorized to execute same.

BY: Bill Archer
Bill Archer, President
Mercer County Commission

DATE: 4/15/25

ATTEST: Vicky Reed

BY: Jason Roberts
Jason Roberts, Executive Director
Region I Planning & Development Council

DATE: 3-31-25

ATTEST: _____

RE: PROJECT LIST – REGION ONE PLANNING & DEVELOPMENT –
FY 2025/2026

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the Region One Planning & Development Council FY 2025/2026 Regional Projects List.

Mercer County Commission

1501 West Main, Suite 210
Princeton, West Virginia 24740

Phone: (304) 487-8306
Fax: (304) 487-8370
Email: mercercocommission@frontiernet.net

VICKY REED
County Administrator



BILL ARCHER
1322 Woodrow Avenue
BLUEFIELD, WV 24701

BRIAN BLANKENSHIP
882 Oakland Drive
PRINCETON, WV 24739

GREG PUCKETT
334 Pine Acres Way
PRINCETON, WV 24739

RESOLUTION

The following list of projects for FY 2025/2026 for Mercer County have been adopted by formal resolution by the elected governing body of Mercer County Commission on April 15, 2025.

- Route 19, Nubbins Ridge, Stovall Ridge, Camp Creek Water Project
- Pinnacle Water Project
- Brickyard Road Water Project
- Cornbread Ridge Water Project
- Browning Lambert Mountain Water Project
- Oakvale Road PSD Miscellaneous Sewer Extension
- Bluestone River Trails Restoration Initiative

The undersigned being duly qualified on behalf of Mercer County Commission certifies that the Projects Listing has been passed by resolution of the governmental entity.

Signature

Title

Date

RE: PROPOSAL – LAKECREST CONSTRUCTION – CONCRETE PADS

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the proposal from Lakecrest Construction to repair the concrete pads at the Mercer County Courthouse. Funding in the amount of \$16,200 will be taken from General County Fund.

RE: EXECUTIVE SESSION

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to go into executive session. On motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to come out of executive session and go back into regular session. No votes were taken during the executive session.

It is ordered that this Commission be and is hereby adjourned until April 22, 2025.

Bill Archer President

NOTICE OF SPECIAL MEETING

**THE MERCER COUNTY COMMISSION WILL MEET IN
SPECIAL SESSION ON THURSDAY, APRIL 17, 2025 AT 9:00
A.M. IN COUNTY COMMISSION COURTROOM.**

**THE PURPOSE OF THE MEETING IS FOR AN EXECUTIVE
SESSION TO DISCUSS APPOINTMENTS & OATHS OF OFFICE.**

**BILL ARCHER, PRESIDENT
MERCER COUNTY COMMISSION**

RE: WEST VIRGINIA:
At a Special Session of the County Commission, held for the County of Mercer, at the
Courthouse thereof, on Thursday, April 17, 2025.

Present:	Bill Archer	President
Present:	Greg Puckett	Commissioner
Present:	Brian Blankenship	Commissioner

RE: EXECUTIVE SESSION

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett,
Commissioner, the Commission voted unanimously to go into executive session. On motion of
Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission
voted unanimously to come out of executive session and go back into regular session. No votes
were taken during the executive session.

It is ordered that this Commission be and is hereby adjourned until April 22, 2025.

Bill Archer President

Mercer County PSD
Request for Additional Funding
Mike Kennett, Chairman

DISCUSSION:

Brush Creek Sites 14 & 15
Rehabilitation Projects
Bill Archer, President

Glenwood Recreation Park Updates
Picnic in the Park
Greg Puckett, Commissioner

WV American Water Company
Proposal for Services
Jake Glance, Business Development Manager

PUBLIC COMMENTS:

FORMAL HEARINGS DILAPIDATED STRUCTURES
Lori Mills, Dilapidated Structures Officer

354 Goodwill Hollow Rd	Thomas Shrader	house	Map 50 Parcel 92
372 Goodwill Hollow Rd	Thomas Shrader	house	Map 50 Parcel 92
Northview Ave	Lee Blankenship	house	Map 17I Parcel 18
205 Mint Street	Stacy Dillon	mobile home	Map 16L Parcel 18.2
4569 Coal Heritage	Thelma Coeburn	house	Map 17C Parcel 57

RE: WEST VIRGINIA:

At a Special Session of the County Commission, held for the County of Mercer, at the Courthouse thereof, on Tuesday, April 22, 2025.

Present:	Bill Archer	President
Present:	Greg Puckett	Commissioner
Present:	Brian Blankenship	Commissioner

RE: APPOINTMENT & OATH OF OFFICE – PUBLIC DEFENDER CORPORATION
9TH JUDICIAL CIRCUIT – ANSEL PONDER

This matter has been tabled.

RE: EMPLOYMENT & OATH OF OFFICE – MERCER COUNTY ASSESSOR’S
OFFICE – LAURIE GREIERT

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted to unanimously to approve the Employment & Oath of Office for Laurie Greiert to serve as Deputy Clerk for the Mercer County Assessor’s Office.

RE: APPOINTMENT & OATH OF OFFICE – MERCER COUNTY
DEVELOPMENT AUTHORITY – BOARD MEMBER – RON MARTIN

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the Appointment & Oath of Office for Ron Martin to serve as a Board Member for the Mercer County Development Authority.

RE: APPOINTMENT – MERCER COUNTY DEVELOPMENT AUTHORITY
BOARD MEMBER – GENE BUCKNER

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the Appointment for Gene Buckner to serve as a Board Member for the Mercer County Development Authority. Gene will take his oath at a later date.

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the Re-Appointment of the following:

- Frank Brady
- Bill Hopkins
- Bill Archer
- Josh Cline
- David Graham
- Tim Pike
- Randy Price
- Deborah Rachel
- Mori Williams

All terms ending on August 15, 2025

RE: APPOINTMENT & OATH OF OFFICE – HATFIELD MCCOY TRAILS

AUTHORITY – JAMIE NULL

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted to unanimously to approve the Appointment & Oath of Office for Jamie Null to serve as a Board Member for the Hatfield McCoy Trails Authority. Jamie Null will fill the unexpired term of Greg Puckett who resigned the position on 04/22/2025.

RE: PROCLAMATION – REGION 1 PLANNING & DEVELOPMENT COUNCIL
FAIR HOUSING MONTH

This day on motion of Bill Archer, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve Fair Housing Month Proclamation from Region 1 Planning & Development Council, Jason Roberts, Executive Director.

Mercer County Commission

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MERCER COUNTY COMMISSION FAIR HOUSING PROCLAMATION

LET IT BE KNOWN TO ALL PERSONS OF MERCER COUNTY, WEST VIRGINIA, that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing or in the provision of brokerage services because of race, color, religion, sex or national origin is prohibited by Title VIII of the 1968 Civil Rights Act (Federal Fair Housing Law).

IT IS THE POLICY of the Mercer County Commission, to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex or national origin. The Fair Housing Amendments Act of 1988 expands coverage to include disabled persons and families with children.

BE IT KNOWN that within available resources the county will assist all persons who feel they have been discriminated against because of race, color, religion, sex, national origin, disability or familial status to seek equity under federal and state laws by filing a complaint with the U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, Compliance Division.

FURTHER, the Mercer County Commission proclaims April as Fair Housing Month within the county and shall encourage owners of real estate, developers and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law and amendments and any applicable state or local laws or ordinances.

EFFECTIVE DATE: 4/22/2025

Bill Archer, President
Mercer County Commission



RE: KEEP MERCER CLEAN – ALUMINUM CAN CONTEST WINNERS

The winners of the Keep Mercer Clean – Aluminum Can Contest Winners are:

First Place - \$250.00 – Melrose School collected 435 Lbs.

Second Place – \$150.00 – Straley School collected 315 Lbs.

Third Place - \$50.00 – Mercer School collected 210 Lbs.

RE: FUNDING REQUEST – MERCER COUNTY ANIMAL SHELTER – STARRY
EYES MEDIA, LLC

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to approve the funding request from Mercer County Animal Shelter. Funding in the amount of \$4,480 will be taken from General County Fund and used to pay Starry Eyes Media, LLC (Brandon Gilbert) for additional management services of website. Website Administrator Retainer in the amount of \$3,490 and Community Social Notice (Social Media Posting) in the amount of \$990.

RE: FUNDING REQUEST – S&R REFRIGERATION – SHERIFF’S
DEPARTMENT BUILDING

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to approve the funding request from S&R Refrigeration. Funding in the amount of \$6,546 will come from amount previously allotted to the Mercer County Sheriff’s Office from Opioid Funds for repairs to the Sheriff’s Department Building.

RE: FUNDING REQUEST – MERCER COUNTY PSD

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted to unanimously to approve the funding request from the Mercer County PSD. Funding in the amount of \$10,000 will be taken from Coal Reallocation and used for the continuation of operations of the Matoaka Sewer System, Pinnacle Water System and General Operating of the MCRPSD.

DISCUSSION:

- Brush Creek Sites 14 & 15 – Meeting Thursday, April 24th, 2025 – NRCS working on wetlands Site 14
- Glenwood Recreation Park Updates – Dedication of Stage, Pickleball and Basketball Courts May 4th, 2025
- WV American Water Company – Requesting the County Commission to allow the PSD's to share information (financial statements) and have site visits

PUBLIC COMMENTS

Leo Lester – PSD – Concerns about WV American Water Company requesting information

Matt Cassada – PSD - Concerns about WV American Water Company requesting information

Mike Kennett – PSD - Concerns about WV American Water Company requesting information

FORMAL HEARINGS DILAPIDATED STRUCTURES

RE: DILAPIDATED STRUCTURES – THOMAS SHRADER – 354 GOODWILL
HOLLOW RD

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to issue a 30-day continuance for the house owned by Thomas Shrader located at 354 Goodwill Hollow Rd, Map 50 Parcel 92.

RE: DILAPIDATED STRUCTURES – THOMAS SHRADER – 372 GOODWILL
HOLLOW RD

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to issue a 30-day continuance for the house owned by Thomas Shrader located at 372 Goodwill Hollow Rd, Map 50 Parcel 92.

RE: DILAPIDATED STRUCTURES – LEE BLANKENSHIP – NORTHVIEW AVE

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to issue a Standard Order of Demolition for the house owned by Lee Blankenship located on Northview Ave, Map 171 Parcel 18.

RE: DILAPIDATED STRUCTURES – STACY DILLON – 205 MINT STREET

This day on motion of Greg Puckett, Commissioner, seconded by Brian Blankenship, Commissioner, the Commission voted unanimously to issue a 30-day continuance for the mobile home owned by Stacy Dillon located at 205 Mint St, Map 16L Parcel 18.2.

RE: DILAPIDATED STRUCTURES – THELMA COEBURN – 4569 COAL
HERITAGE RD

This day on motion of Brian Blankenship, Commissioner, seconded by Greg Puckett, Commissioner, the Commission voted unanimously to issue a 90-day continuance for the house owned by Thelma Coeburn located at 4569 Coal Heritage Rd, Map 17C Parcel 57.

It is ordered that this Commission be and is hereby adjourned until May 13, 2025.

Bill Archer President