

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, APRIL 1, 2025 AT 9:00 A.M.

COMMISSIONERS PRESENT: CARL HEVENER, ROGER DAHMER AND JIMMIE BENNETT

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; APRIL MALLOW, PROSECUTING ATTORNEY; DIANA MITCHELL, 911 DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; SHERRY MONGOLD, SRRDA DIRECTOR; ANNIE HUMES; JENNIFER TAYLOR-IDE; JANE SEEGAR, PAWS; MIKE ALT; EDNA MULLENAX, BECKY YOKUM, & MATT HINKLE, EASTERN ACTION

Commissioner Dahmer led those present in prayer. Commissioner Hevener called the meeting to order.

Minutes of the March 18, 2025 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Matt Hinkle, Eastern Action, explained that May is designated as Community Action Month nationally. He also briefly discussed the services they provide. Commissioner Dahmer read a Proclamation declaring May as Community Action Month in Pendleton County. On motion of Commissioner Dahmer, vote unanimous, the Proclamation was approved.

Maintenance: The new HVAC system has been installed at the Pendleton County Community Building (PCCB). Some lighting issues at the Health Department are currently being worked on.

Diana Mitchell, 911 Director, informed the Commission that April 13 – 19, 2025 is designated as National Public Safety Telecommunicator's Week. Commissioner Dahmer motioned, vote unanimous, to recognize our dispatchers by Proclamation at the next meeting on April 15, 2025.

Rick Gillespie, Emergency Services Coordinator, stated that by order of the President of the United States, the FCC will be reviewing all regulations. He felt this was an opportunity for the County to notify the FCC of our opposition to the National Radio Quiet Zone (NRQZ) restrictions as they are currently written. Mr. Gillespie said the current restrictions were originally developed in the 1950's and are in dire need of being updated. Commissioner Dahmer motioned to send a letter to the FCC stating the County's opposition to current restrictions. Vote was unanimous.

The night lighting for the Elk Mountain traffic camera has been installed and is working well.

Commissioner Hevener mentioned that the new light installed on Walnut Street next to the Courthouse has been commented on by several residents that it is very bright. There was discussion on possibly having Mon Power place some type of filter on it or re-position the light.

Jane Seegar, on behalf of PAWS, thanked the Commission and others for their community support of PAWS. She stated that there are two bills currently in the legislature that have stalled that would have an impact on funds they receive for the spay/neuter program. She requested any contact to state legislatures for these two bills would be helpful.

Lantz Construction will begin fencing off areas around the Courthouse in anticipation of beginning construction on the Annex. Demolition is expected to start by the end of this week or early next week.

Commissioner Bennett, vote unanimous, motioned to approve the Fair Housing Resolution designating April as Fair Housing Month.

Commissioner Dahmer motioned, vote unanimous, to sign the Proclamation proclaiming the week of April 6 – 12, 2025 as National Library week.

A request from the Burlington United Methodist Family Services, Inc. for donations towards SARAH'S House Child Advocacy Center was reviewed by the Commission. On motion of Commissioner Dahmer, vote unanimous, the request was tabled until July 2025 to consider in the new fiscal year.

Elise White, County Clerk, informed the Commission that the West Virginia Auditor's Office had approved the County's fiscal year budget for 2026.

On motion of Commissioner Bennett, vote unanimous, the Commission will contribute \$5,000 towards the first year of rent for a dialysis center anticipated to come to Moorefield.

Sandie Smith, Assessor, introduced to the Commission her two new hires, Ryan Maloy as Data Collector and Patricia Ruddle as Field Appraiser.

The Commission reviewed the Sheriff's financial statement for February 2025.

Mike Alt said that March was a very busy month for emergency services responders. He estimates the salary enhancement to be around \$45,000 for the first quarter. He also mentioned that they had 3 EMT's to resign recently.

On motion of Commissioner Dahmer, vote unanimous, he amended his motion from the March 18, 2025 meeting to donate \$500.00 support the Music in Our Schools Program.

On motion of Commissioner Dahmer, vote unanimous, the following exonerations were approved:

Arrica Morgan, Bethel District, \$111.83
Arrica Morgan, Bethel District, \$80.46

There were no fiduciary settlements.

The following appointments of administrators, executors, etc., done by the County Clerk in vacation of the Commission were approved on motion of Commissioner Bennett, vote unanimous.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, March 17, 2025, through Monday, March 31, 2025

The County Commission of Pendleton County this day proceeded to examine the report of the Clerk of the Commission of the Fiduciary and Probate matters had before her during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to-wit:

On, Monday, March 17, 2025, the following matters were disposed of in the presence of the Clerk:

The last will and testament of DEYERLE CONRAD REXRODE, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record. TAMARA LYNN PUFFENBERGER, who was named in the last will and testament of DEYERLE CONRAD REXRODE, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, March 20, 2025, the following matters were disposed of in the presence of the Clerk:

The last will and testament of EARL D. ARMENTROUT, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record. AMY WALTERS, who was named in the last will and testament of EARL D. ARMENTROUT, deceased, as ADMINISTRATRIX CTA thereof, qualified as such. Bond was 20,000.00.

On, Friday, March 21, 2025, the following matters were disposed of in the presence of the Clerk:

The last will and testament of ALICE R JOHNSON, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record. ANDREA REEL NKA ANDREA OWEN, who was named in the last will and testament of ALICE R JOHNSON, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Tuesday, March 25, 2025, the following matters were disposed of in the presence of the Clerk:

The last will and testament of ROLAND J. BENNETT, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record. FRANKLIN R. BENNETT, who was named in the last will and testament of ROLAND J. BENNETT, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

Elise M. White

Monday, March 31, 2025

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

Estate: 941

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

Table with 3 columns: Fund Name, Check Nos., and Amount. Rows include GENERAL COUNTY FUND, COAL SEVERANCE FUND, JUSTICE FINES FUND, MAGISTRATE COURT FUND, 911 FUND, HOME CONFINEMENT FUND, and PARKS & RECREATION FUND.

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, APRIL 15, 2025.

President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,843,111.48	411,023.28-	53,611.65	1,485,699.85
PENDLETON COUNTY 911	190,491.12	3,259.85-	.00	187,231.27
HOME DETENTION	99,944.80	509.00-	.00	99,435.80
PARKS & REC	65,682.76	174.86-	.00	65,507.90
CHCB	210.46	64.61-	.00	145.85
PCCB	3,577.47	1,559.06-	.00	2,018.41
OPIOID SETTLEMENT	131,145.73	.00	.00	131,145.73
CO FIRE PROTECTION	3,222.03	2,000.00-	.00	1,222.03
EMS SALARY ENHANCEMENT	17,438.56	.00	.00	17,438.56
HEALTH REIMB	162,937.85	.00	.00	162,937.85
ASSESSOR'S VAL	145,989.98	864.50-	17,149.49	162,274.97
CONCEALED WEAPONS	11,299.42	4,161.00-	.00	7,138.42
ELECTION ADMIN	10,311.93	.00	.00	10,311.93
REAL PROP-E RECORDING	10,311.93	.00	.00	10,311.93
SPECIAL LAW ENFORCEMENT	8,313.84	.00	.00	8,313.84
AMER RES PLAN ACT	482,666.59	.00	.00	482,666.59
CERTIFIED TO STATE	10,974.05	.00	.00	10,974.05
BOARD OF HEALTH	296,567.58	8,947.05-	155.00	287,775.53
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	59,753.66	.00	.00	59,753.66
FINANCIAL STAB.-MONEY MAR	245,085.20	.00	.00	245,085.20
FINAN STABIL FUND	1,397,757.30	.00	.00	1,397,757.30
GENERAL CO MONEY MARKET	1,578,148.29	.00	.00	1,578,148.29
GEN CO CD	1,619,744.41	.00	.00	1,619,744.41
PEN CO 911 FEES FUND MM	373,901.11	.00	.00	373,901.11
911 CD FEES FUND	107,509.20	.00	.00	107,509.20
*** BANK TOTAL ***	8,876,096.75	432,563.21-	70,916.14	8,514,449.68

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,016.53	.00	.00	2,016.53
PEND CO HOUSING	.00	.00	.00	.00
*** BANK TOTAL ***	2,016.53	.00	.00	2,016.53

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00

*** COUNTY TOTAL ***	8,878,113.28	432,563.21-	70,916.14	8,516,466.21
CASH ON HAND				200.00
*** TOTAL ***				8,516,666.21

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001	GENERAL COUNTY				
301-01-RP-	GC-TAX REPAYMENT	.00	.00	.00	.00
FUND 001 TOTALS		4562045.56	388403.52	393105.47-	4557343.61
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		11194.74	.00	1356.96-	9837.78
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		6622.34	12.00	.00	6634.34
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		31282.17	2348.08	.00	33630.25
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		3271.24	292.50	48.00-	3515.74
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		2016.37	.16	.00	2016.53
FUND - 007	PEND CO 911				
FUND 007 TOTALS		731901.79	13746.68	77006.89-	668641.58
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		99485.10	660.00	709.30-	99435.80
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		59633.69	119.97	.00	59753.66
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		67022.76	.00	1514.86-	65507.90
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		.00	.00	.00	.00
FUND - 025	CHCB				
FUND 025 TOTALS		536.28	.00	390.43-	145.85

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	3590.55	540.00	2112.14-	2018.41
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	131135.67	10.06	.00	131145.73
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	1221.83	.20	.00	1222.03
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	17435.70	2.86	.00	17438.56
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	170397.87	12.75	7472.77-	162937.85
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	146216.81	17340.66	1282.50-	162274.97
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1638154.48	4688.02	.00	1642842.50
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	10649.42	350.00	3861.00-	7138.42
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	9710.56	601.37	.00	10311.93
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	9710.56	601.37	.00	10311.93
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	13312.87	.97	5000.00-	8313.84
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	482666.59	.00	.00	482666.59
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	85.00	85.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	60.00	60.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	300.00	300.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	4612.27	4612.27-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	10974.05	.00	.00	10974.05
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	310773.08	1160.29	24157.84-	287775.53
FUND - 369	DEP SHERIFF FUND				
	FUND 369 TOTALS	.00	35.00	35.00-	.00
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	348592.62	348592.62-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	23933.71	23933.71-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	100.00	100.00-	.00
	FINAL TOTALS	8603792.91	808610.06	895736.76-	8516666.21
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,878,113.28			
	ORDERS/DEBITS OUTSTANDING:	432,563.21-			
	DEPOSITS/CREDITS OUTSTANDING:	70,916.14			
	NET BANK BALANCE	8,516,466.21			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,516,666.21			

I, Bradley D. Kimbrell, Sheriff of Pendleton County, West Virginia,
do hereby certify that the foregoing is a true and correct statement of the finances of
Pendleton County, for the month ending February 2025 showing the balance on
hand at the beginning of the month, the amount received, the amount distributed and the
remaining in the Treasury and County Depositories; to the Best of my abilities and knowledge.
Given under my hand this 18th day of March 2025

Bradley D. Kimbrell Sheriff of Pendleton County