

AT A COUNTY COMMISSION CONTINUED AND HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE THEREOF, ON TUESDAY, APRIL 21, 2020.

PRESENT: COMMISSIONERS GENE McCONNELL, CARL HEVENER AND CAROLE HARTMAN.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF GENERAL COUNTY FUND:

Check No. 31019 - 31096	\$77,642.77
-------------------------	-------------

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF COAL SEVERANCE FUND:

Check Nos. 200043 - 200044	\$1,114.35
----------------------------	------------

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF MAGISTRATE COURT FUND:

Check Nos. 300054 - 300058	\$573.13
----------------------------	----------

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF 911 FUND:

Check Nos. 3284 – 3297	\$34,721.34
------------------------	-------------

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF HOME CONFINEMENT FUND:

Check No. 242	\$134.85
---------------	----------

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF PARKS AND RECREATION FUND:

Check Nos. 1052 - 1058	\$1,312.92
------------------------	------------

Minutes of the regular March 17, 2020 meeting of the County Commission and the minutes of the Emergency Meeting on March 18, 2020 were unanimously approved.

Maintenance:

There was a leak in the boiler room. AQS was working on the repair today. The estimate for the repair is \$1,450.00

Shalee Wilburn, Circuit Clerk, had inquired the possibility of obtaining a grant to place a window in the wall that they could do business through without having the public enter their office. The Commissioners also discussed other various security options for all offices. It was mentioned that there may be a Courthouse security grant that could check into.

This being the date for the Commission to officially adopt the levy rates for property taxation, a motion was made by Carole Hartman, vote was unanimous, to approve the following levy rates to be laid on each One Hundred (\$100.00) Dollars of assessed valuation of each class of property:

Class II Rates	-	28.60
Class III Rates	-	57.20
Class IV Rates	-	57.20
Total Projected Revenue		3,007,027
Less Uncollectable Taxes, Exonerations & Delinquencies		150,351
Less Tax Discount		57,134
Total Projected Property Tax Collection		2,799,542
Less Assessor Valuation Fund		<u>55,991</u>
NET AMOUNT TO BE RAISED BY LEVY		2,743,551

Carole Hartman mentioned that Frank Wehrle, Town Office Manager, had received information from the West Virginia Secretary of State’s Office that they could hold the Town Election the same day as the Primary Election on June 9, 2020. The suggestion was that they could do this in the small room in the Pendleton County Community Building as Franklin Precincts 5 and 7 would be in the large room. Elise White, County Clerk, said this would be possible as long as they were going to provide their own poll workers separate from those being used for the Primary Election. Carole will have Frank contact Elise to discuss details.

Discussion was had regarding signing the fire suppression contract with Silling Architects. Gene McConnell recommended that with the current situation in regards with the COVID-19 and that the estimated cost to the County would be approximately \$250,000, that this project be postponed. All Commissioners were in agreement.

We have received the Governor’s Hero Grant but are waiting for more definition on what it can be used for as the County has not yet incurred additional expenses due to the COVID-19 pandemic. Gene McConnell has sent a letter to the Governor’s Office and to the County Commission Association requesting additional information. He has requested if those funds may be used for non-profits, rescue squads, nursing homes and the senior centers.

Upon motion of Carole Hartman, vote unanimous, the Commission approved the 2020-2021 West Virginia Counties Risk Pool Insurance proposal for Liability and Workmen’s Compensation in the amount of \$67,801.00.

Upon unanimous approval, the Annual Memorandum of Agreement with the WVU Cooperative Extension Service was signed by the Commission.

Since employees are alternating work days in each office, questions had arisen as to the accumulation and carryover of vacation and sick leave. Discussion was held regarding the vacation and sick leave policy. Gene McConnell made a motion, vote unanimous, to leave the policy as it is with no changes.

The Commission approved the following order that would give direction to the 911 dispatchers on handling calls under the COVID-19 pandemic.

Pendleton County Commission

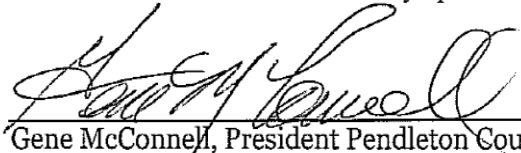
ORDER

Pursuant to the advice and guidance provided by the Federal and State governments and by the Center for Disease Control for the protection of the public, our employees and all first responders, the Pendleton County Commission hereby orders and directs Pendleton County Dispatch to amend its protocols to inform first4 responders within Pendleton County of known and possible COVID-19 cases as specifically described herein, The Commission finds and Orders as follows;

1. In February 2020, Office for Civil Rights, U.S. Department of Health and Human Services issued guidance stating, “providers may disclose a patient’s health information to anyone who is in a position to prevent or lessen the serious and imminent threat, including family, friends, caregivers, and law enforcement without a patients’ permission.”
2. On March, 10, 2020 the United States Center for Disease Control and Prevention issued guidance that applies to all first responders, including law enforcement, fire services, emergency medical services and emergency management officials, who anticipate close contact with persons with confirmed or possible COVID-19 in the course of their work. The guidance specifically states, “PSAPs or Emergency Medical Dispatch (EMD) centers should question callers and determine the possibility that this call concerns a person who may have signs or symptoms and risk favors for COVID-19.” Furthermore, “Information on a possible person of interest should be communicated immediately to EMS clinicians before arrival on scene in order to allow use of appropriate personal protective equipment (PPE).”
3. On March 26, 2020, the West Virginia Department of Health and Human Services issued guidance “to permit Local Health Departments to disclose limited information about the location of persons as confirmed or suspected COVID-19 cases for the protection of emergency services personnel.”
4. On April 7, 2020, West Virginia Division of Homeland Security and Emergency Management issued a press release stating that in coordination and consultation with the West Virginia Emergency Management Council and the West Virginia Enhanced 911 Council that “West Virginia 911 centers are stepping up to limit the threat from COVID-19 for first responders.” The release explained, “the overall goal is getting the public the help they need and ensuring the safety of those coming to help them.”
5. First responders serving Pendleton County have requested that the Pendleton County 911 Dispatch notify responders of confirmed and possible COVID-19 cases for the protection of the public and first responders. Prior notification allows first responders to don PPE while on route to the call-in order to prevent further spread to the public and amongst first responders.

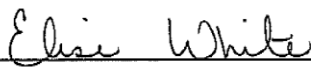
6. Pursuant to guidance issued by State and Federal government agencies, the Pendleton County Commission directs and orders Pendleton 911 Dispatch to ask screening questions recommended by the Center for Disease Control and Prevention as noted by the West Virginia Division of Homeland Security and Emergency Management's April 7, 2020, press release and notify first responders in plain language through normal dispatch protocol of confirmed and possible COVID-19 cases. Consistent with guidance, the screening questions shall be asked after the call taking procedures has been reached the "Sen" prompt on ProQA, and units have been dispatched.
- a.** If the caller confirms that an individual at the responding address or incident location is positive for COVID-19, Pendleton 911 Dispatch shall notify the first responders responding to the call-in accordance with a prearranged code that will identify a positive COVID-19 situation.
- b.** If the caller answers Pendleton 911 Dispatch's screening in the affirmative, but the caller unaware if an individual is COVID-19 positive, Pendleton 911 Dispatch shall notify the first responders responding to the call- in accordance with a prearranged code that will identify a potential positive COVID-19 situation..
7. The Pendleton County Commission encourages all first responders to take all precautions when responding to all incidents as Pendleton 911 Dispatch's information is only as reliable as the information the caller provides; there is no guarantee that an individual at the responding address and/or incident is not COVID-19 positive; or, that the information relayed to the Pendleton 911 Dispatch by the caller or to the first responder is accurate. Furthermore, asking screening questions may not be possible on every call.
8. This Order and revised Protocol shall be re-evaluated by the Pendleton County Commission upon expiration of the Governor's March 16, 2020, order declaring a State of Emergency to respond to COVID-19.

This Order takes effect immediately upon its adoption.


Gene McConnell, President Pendleton County Commission

4-21-2020
Date

Attest:


Elise White, Pendleton County Clerk

4-21-2020
Date

The subject of a State of Emergency Policy was discussed. It was decided to table this subject until the next meeting.

THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS, EXECUTORS, ETC., DONE BY THE CLERK IN VACATION OF THE COMMISSION, WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED AND CONFIRMED.

The probation of the Last Will and Testament of **Alice V. Kehne, deceased**; Witnesses by affidavit, Tamara J. Smith and Sara C. Harper; The appointment of Tracie Harman as Executrix of the **Estate of Alice V. Kehne, deceased**; Bond not required per Last Will and Testament of deceased.

The probation of the Last Will and Testament of **Buddy L. Evick, deceased**; Witnesses by affidavit, Mary E. May and Lorena B. Hoover; The appointment of Donna E. Evick and Fred L. Evick as Co-Executors of the **Estate of Buddy L. Evick, deceased**; Bond not required per Last Will and Testament of deceased.

The appointment of Michael Sims as Administrator in the **Estate of Mary Mildred Walker, deceased**. Bond in the amount of \$1,000.00 with Karen Peer as Surety.

The appointment of Michael Sims as Administrator in the **Estate of Marilyn Sims, deceased**. Bond in the amount of \$1,000.00 with Karen Peer as Surety.

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED AND ORDERED RECORDED AND FILED:

Pamela Sue Waybright, as Executrix of the **Estate of William Nevin Waybright, Jr., deceased**; Affidavit and Waiver of Final Settlement

There were no exonerations.

Upon motion of Carole Hartman, vote unanimous, the following Land Consolidation was approved.

Pendleton County Consolidation of Land

This day came Donald J & Betty C Gordon, and made application to consolidate into one tract, the following 2 tracts of land:

District Map Parcel	Acres	Conveyed To:	Conveyed By:	Date of Deed	Deed Book & Page
02-11-8.1	1	Donald J & Betty C Gordon	Matthew Cooper & Christina Phares	12-28-2016	202/93
02-11-8.3	.184	Donald J & Betty C Goron	Matthew Cooper & Christina Phares	12/28/2016	202/93

All situate in Circleville District, Pendleton County, West Virginia.

And in support of said application, the said Donald J & Betty C Gordon produced before the Court certain evidence, including deeds, from all which the Court doth hereby find that the said 2 above enumerated tracts are all contiguous, and are all situate in said Circleville District, and are all owned by the said Donald J & Betty C Gordon, and that each of the said tracts were assessed separately for taxation purposes in the name of Donald J & Betty C Gordon, in said Circleville District, for the year 2020, and that the present description of the said 2 tracts of land on the land books of Pendleton County, West Virginia, Circleville District, Deed 202 Page 93 and Deed 202 Page 93 thereof, for the year 2020 filed in the office of the Clerk of this Court is as follows:

Assessed in the name of :

Donald J Gordon

Donald J Gordon

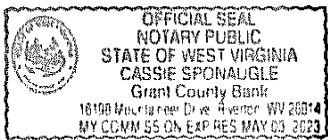
Betty C Gordon

Betty C Gordon

Signature of Land Owner (s)

This document was acknowledged before me on March 17, 2020 (Date) by Donald J & Betty C Gordon
Cassie Sproule (Notary Signature)

My Commission expires: May 03, 2023



It is therefore, considered and ordered by this Court that the said 2 above enumerated tracts be, and the same are hereby consolidated, according to, and in conformity with the provisions of Chapter 11, Article 4, Section 17, of the Code of West Virginia, into one tract for taxation purposes, and that the said consolidated tract of land be hereafter assessed in one tract in lieu of the said 2 above tracts hereinbefore enumerated, and that the officer whose duty it is to make out the land books of the County, upon presentation to her/him of a certified copy of this order shall enter the said consolidated tract as one tract upon the said land books for the next year ensuing, and make proper note opposite the last entry of each of the said several tracts so consolidated or designated, referring to this order, and a like note opposite the entry of the said tract so consolidated or designated.

New Land Book Entry: 1.184 acres
Tax Map 11 Parcel 8.1

Henry McQuell
President County Commission

The Sheriff's monthly financial statement for March 2020 was reviewed.

DATE: 4/06/20 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
TIME: 11:59:24 BANK BALANCE AS OF 03/31/2020 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,192,579.61	169,455.90-	7,519.18	1,030,642.89
PENDLETON COUNTY 911	27,457.00	338.27-	.00	27,118.73
HOME DETENTION	55,566.74	.00	.00	55,566.74
RESERVE FOR SPEC EMERG	55,762.33	.00	.00	55,762.33
PARKS & REC	48,706.66	.00	.00	48,706.66
PCCB	764.70	.00	.00	764.70
HEALTH REIMB	266,818.79	.00	.00	266,818.79
ASSESSOR'S VAL	52,515.24	.00	6,093.61	58,608.85
FINAN STABIL FUND	657,876.68	.00	.00	657,876.68
CONCEALED WEAPONS	26,366.36	500.00-	.00	25,866.36
SPECIAL LAW ENFORCEMENT	3,077.74	.00	.00	3,077.74
BOARD OF HEALTH	165,352.68	12,556.99-	.00	152,795.69
CLEARING ACCOUNT	.00	.00	.00	.00
GENERAL CO 12 MONTH CD	271,646.15	.00	.00	271,646.15
GENERAL CO 6 MONTH CD	52,941.21	.00	.00	52,941.21
GENERAL CO MONEY MARKET	1,080,076.35	.00	.00	1,080,076.35
911 SUPER SAVINGS	489,708.97	.00	.00	489,708.97
911 24 MONTH CD	9,371.42	.00	.00	9,371.42
*** BANK TOTAL ***	4,456,588.63	182,851.16-	13,612.79	4,287,350.26

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,385.26	.00	.00	1,385.26
PEND CO HOUSING	65,891.25	.00	.00	65,891.25
*** BANK TOTAL ***	67,276.51	.00	.00	67,276.51

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	20.94	.00	.00	20.94
*** BANK TOTAL ***	20.94	.00	.00	20.94

*** COUNTY TOTAL *** 4,523,886.08 182,851.16- 13,612.79 4,354,647.71

CASH ON HAND 200.00

*** TOTAL *** 4,354,847.71

DATE: 4/06/20 TIME: 11:59:56		PENDLETON COUNTY FINANCIAL STATEMENT MONTH ENDING- 3/2020			PROG: SA058B
ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	2082.12	535.56	1852.98-	764.70
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	264517.87	3406.39	1105.47-	266818.79
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	53784.39	6321.44	1496.98-	58608.85
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	657876.68	.00	.00	657876.68
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	25493.36	585.00	212.00-	25866.36
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	3077.61	.13	.00	3077.74
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	255.00	255.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	.00	.00	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	175.00	175.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	1873.33	1873.33-	.00
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	53146.46	2274.20	5891.94-	49528.72

DATE: 4/06/20
TIME: 11:59:56

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 3/2020

PROG: SA058B

F

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001	GENERAL COUNTY				
301-01-RP-	GC-TAX REPAYMENT	.00	31356.33	.00	31356.33
FUND 001 TOTALS		2165318.48	407218.53	236022.67-	2336514.34
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		15431.09	.00	1206.93-	14224.16
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		6331.87	.00	700.00-	5631.87
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		14065.29	1438.30	.00	15503.59
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		9159.89	229.25	470.06-	8919.08
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1334.93	50.33	.00	1385.26
FUND - 007	PEND CO 911				
FUND 007 TOTALS		636627.52	7945.78	118374.18-	526199.12
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		55356.89	336.00	126.15-	55566.74
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		55756.29	6.04	.00	55762.33
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		50157.53	60.00	1510.87-	48706.66
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		65850.68	40.57	.00	65891.25
FUND - 025	CHCB				
FUND 025 TOTALS		203.86	.00	182.92-	20.94

DATE: 4/06/20
TIME: 11:59:56

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 3/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 365	DELINQ NONENTERED				
FUND 365 TOTALS		5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
FUND 366 TOTALS		173470.16	6196.18	26870.65-	152795.69
FUND - 373	GEN CURRENT EXPENSES				
FUND 373 TOTALS		.00	424431.54	424431.54-	.00
FUND - 378	FRANKLIN CURRENT				
FUND 378 TOTALS		.00	4788.67	4788.67-	.00
FUND - 903	CLEARING ACCOUNT				
FUND 903 TOTALS		.00	275.56	275.56-	.00
FINAL TOTALS		4314227.81	868442.80	827822.90-	4354847.71
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:		4,523,886.08			
ORDERS/DEBITS OUTSTANDING:		182,851.16-			
DEPOSITS/CREDITS OUTSTANDING:		13,612.79			
NET BANK BALANCE		4,354,647.71			
CASH ON HAND		200.00			
TOTAL IN COUNTY DEPOSITRIES AND OFFICES:		4,354,847.71			

I, Dale C. Hall, 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 March 2020 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 7th day of March, 2020

Dale C. Hall
Pendleton

ORDERED THAT COMMISSION DO ADJOURN UNTIL TUESDAY, MAY 5, 2020.

President