

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, APRIL 21, 2026 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; DIANA MITCHELL, 911 DIRECTOR; MIKE ALT; SHERRY MONGOLD, SRRDA DIRECTOR; EDNA MULLENAX; BECKY YOKUM; KAREN, MOUNTAIN HEART; STEPHEN SMOOT, THE PENDLETON TIMES (BY PHONE)

Commissioner Dahmer led those present in prayer. The Commission President invited all attending to join in the Pledge of Allegiance. Commissioner Hevener called the meeting to order.

Minutes of the April 7, 2026 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Edna Mullenax presented the Child Abuse Awareness Month Proclamation. Commissioner Dahmer read the proclamation that designated April as Child Abuse Awareness month. Commissioner Hevener signed the proclamation.

Becky Yokum read the Community Action Month Proclamation designating May as Community Action Month. Commissioner Hevener signed the proclamation.

Commissioner Dahmer read a proclamation designating the week of April 19 – 25, 2026 as National Library Week. The theme is “Find Your Joy”.

A resolution to designate April as Fair Housing Month, was signed by Commission Hevener, on motion of Commissioner Dahmer, vote unanimous.

Rick Gillespie, Emergency Services Coordinator, mentioned that there were 13 attendees for the “Too Hot to Handle” tabletop exercise held last week in the new emergency services room at the Pendleton County General Services Center (PCGSC).

He also mentioned that the Extension Office had moved into their new offices at the PCGSC. They are ahead of schedule for the move in of the PSD, Forestry and Wildlife offices.

Mr. Gillespie suggested that once the first phase of move ins is complete, an open house for the public be held. Commissioner Hevener agreed and indicated should have one for the new Courthouse annex also.

Karen Pisenbarger, County Administrator, said the Annex is on schedule and anticipate the inside would be complete by May 15. Beginning May 18, renovations to the original section of the Courthouse would start in the Assessor’s Office.

This being the date for the Commission to officially adopt the levy rates for property taxation for fiscal year 2027, a motion was made by Commissioner Dahmer, 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 3,149,618
 Less Uncollectable Taxes, Exonerations & Delinquencies 157,481
 Less Tax Discount 59,843
 Total Projected Property Tax Collection 2,932,294
 Less Assessor Valuation Fund 58,646

NET AMOUNT TO BE RAISED BY LEVY \$2,873,648

Mike Alt submitted the requests for the months of October – December 2025 for EMS supplements and stipends in the total amount of \$32,700.25.

Elise White, County Clerk, submitted the FY2026 Budget Revisions #4 for General County and #2 for Coal Severance. On motion of Commissioner Bennett, vote unanimous, both revisions were approved.

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5114
 Fax: 304-340-5090
 Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 FY: 2026
 Fund: 1
 Rev. No: 4
 Pages: 1

Pendleton County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: Elise M. White
 Phone: 304-358-2505
 Fax: 304-358-2473
 Email: countyclerk@pencowv.com

P.O. Box 1167
 STREET OR PO BOX
Franklin 26807
 CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
309	Hotel Occupancy Tax	135,000	7,888		142,888
323	State Grants	101,136	65,000		166,136
380	Contributions/Transfer from Other Entities		7,801		7,801
382	Refunds/Reimbursements (External Sources)	420,835	700		421,535
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 81,389

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	1,092,594		100,000	992,594
425	Other Buildings	143,610	172,801		316,411
711	Emergency Services/OES	349,474	700		350,174
713	Fire Department	41,250	1,972		43,222
715	Ambulance Authority	221,250	1,972		223,222
911	Visitor's Bureau	67,500	3,944		71,444
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 81,389

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Deputy State Auditor, Local Government Services Div.

Elise M. White 4/21/2026
 AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5101 or ext. 5118
 Fax: 304-340-5090
 Email: igs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 FY: 2026
 Fund: 2
 Rev. No. 2
 Pages: 1

Person To Contact Regarding Request:

Name: **Elise M. White**
 Phone: **304-358-2505**
 Fax: **304-358-2473**

P.O. Box 1167

GOVERNMENT ENTITY

STREET OR PO BOX

COUNTY

Government Type

Email: countyclerk@pendletoncountywv.gov

Franklin

26807

CITY

ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
424	Courthouse	27,408		3,500	23,908
425	Other Buildings		3,500		3,500
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Deputy State Auditor, Local Government Services Div.

Elise M. White
 AUTHORIZED SIGNATURE OF ENTITY

4/21/2026
 APPROVAL DATE

She also submitted In House budget revisions for several departments, which, on motion of Commissioner Dahmer, vote unanimous, were approved.

General County In House Budget Revisions FY2026 (April)

Account #	Department	Account Name	Increase	Decrease
401-214	County Commission	Travel	250.00	
401-221	County Commission	Training	200.00	
401-226	County Commission	Insurance & Bonds		(450.00)
405-220	Prosecuting Attorney	Legal Advertising	200.00	
405-341	Prosecuting Attorney	Supplies		(200.00)
406-221	Assessor	Training & Education	600.00	
406-459	Assessor	Equipment		(600.00)
424-213	Courthouse	Utilities	5,000.00	
424-341	Courthouse	Supplies	1,000.00	
424-215	Courthouse	M&R Bldgs/Grounds		(6,000.00)

700-211	Law Enforcement	Telephone	6,500.00	
700-459	Law Enforcement	Equipment		(6,500.00)
809-103	Water PSD	Salaries	3,599.00	
809-106	Water PSD	Retirement	324.00	
809-105	Water PSD	Insurance		(3,923.00)
			\$ 17,673	\$ (17,673)

The Commission signed the Zero Total Tapes for election equipment to be used on Election Day, May 12, 2026.

The Commission reviewed the Sheriff's March 2026 financial statement and the March employee timesheets.

The following appointments of administrators, executors, etc., done by the clerk in vacation of the Commission, were this day presented to the Commission, approved on motion of Commissioner Dahmer, and unanimously confirmed.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, April 6, 2026, through Monday, April 20, 2026

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, April 6, 2026, the following matters were disposed of in the presence of the Clerk:

The said estate of **HELEN JUNE LAMBERT**, deceased was referred to **G. ISAAC SPONAUGLE III**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

On, Tuesday, April 7, 2026, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **JUDY ELLEN BLAND**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

RAY DOUGLAS BLAND, who was named in the last will and testament of **JUDY ELLEN BLAND**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Thursday, April 9, 2026, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BRADLEY KIMBLE SHERIFF OF PENDLETON COUNTY** was appointed and qualified as ADMINISTRATOR of the estate of **BARBARA ELLEN FRANK**, deceased. No bond was required.

On, Friday, April 10, 2026, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BENJAMIN BEASLEY** was appointed and qualified as ADMINISTRATOR of the estate of **JAMES RIDDEL GILDEA**, deceased. Bond was 1,200,000.00.

Elise M. White

Monday, April 20, 2026

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

The following settlements of accounts were this day presented to the Commission and approved on motion of Commissioner Bennett, and unanimously confirmed:

Bonnie Mitchell, Administratrix of the **Estate of Roger Lee Mitchell, deceased**; Waiver of Final Settlement

There were no exonerations.

On motion of Commissioner Hevener, vote unanimous, the Commission went into Executive Session at 10:51 a.m. to discuss personnel issues.

The Commission adjourned Executive Session at 12:15 p.m. on motion of Commissioner Dahmer, vote unanimous. No decisions were made during Executive Session.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 36533 – 36564	\$211,052.45
	March Payroll	\$263,028.11
COAL SEVERANCE FUND:	Check No. 200346	\$146.09
911 FUND:	Check Nos. 4630 - 4631	\$13,950.00
PARKS & RECREATION FUND:	Check Nos. 1639 - 1641	\$849.36
CLINTON HEDRICK CB FUND:	Check No. 1208	\$35.82
PENDLETON COUNTY CB FUND:	Check Nos. 1297 – 1298	\$1,363.76
AMERICAN RESCUE PLAN FUND:	Check No. 171	\$1,351.22

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, MAY 5, 2026.

President

DATE: 4/07/26 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 11:15:27 BANK BALANCE AS OF 03/31/2026 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,360,213.75	149,554.79-	16,189.18	1,226,848.14
PENDLETON COUNTY 911	75,583.79	2,100.00-	.00	73,483.79✓
HOME DETENTION	75,700.45	.00	.00	75,700.45✓
PARKS & REC	58,741.29	.00	.00	58,741.29✓
CHCE	433.67	.00	.00	433.67✓
PCCB	4,460.05	.00	.00	4,460.05✓
OPIOID SETTLEMENT	95,010.39	.00	.00	95,010.39✓
CO FIRE PROTECTION	1,494.30	.00	.00	1,494.30✓
EMS SALARY ENHANCEMENT	6,919.85	.00	.00	6,919.85✓
HEALTH REIMB	121,493.04	.00	.00	121,493.04✓
ASSESSOR'S VAL	93,474.58	591.44-	6,457.06	99,340.20✓
CONCEALED WEAPONS	14,247.44	315.00-	.00	13,932.44✓
ELECTION ADMIN	16,909.42	.00	.00	16,909.42✓
REAL PROP-E RECORDING	16,909.42	.00	.00	16,909.42✓
SPECIAL LAW ENFORCEMENT	9,058.77	.00	.00	9,058.77✓
AMER RES PLAN ACT	122,423.47	.00	.00	122,423.47✓
PENDCO BLDG COMM	349,015.04	157,094.74-	.00	191,920.30✓
CERTIFIED TO STATE	11,137.78	.00	.00	11,137.78✓
BOARD OF HEALTH	247,646.18	9,958.69-	.00	237,687.49✓
CLEARING ACCOUNT	.00	.00	.00	.00✓
RESER FOR SPEC EMERG MM	61,324.12	.00	.00	61,324.12✓
FINANCIAL STAB.-MONEY MAR	1,100,225.90	.00	.00	1,100,225.90✓
GENERAL CO MONEY MARKET	260,180.99	.00	.00	260,180.99✓
PEN CO 911 FEES FUND MM	345,902.63	.00	.00	345,902.63✓
911 CD FEES FUND	.00	.00	.00	.00✓
*** BANK TOTAL ***	4,448,506.32	319,614.66-	22,646.24	4,151,537.90
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,068.73	.00	.00	2,068.73✓
*** BANK TOTAL ***	2,068.73	.00	.00	2,068.73
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	4,450,575.05	319,614.66-	22,646.24	4,153,606.63
CASH ON HAND				200.00
*** TOTAL ***				4,153,806.63

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	1686837.86	287804.28	600138.26-	✓1374503.88 ✕
FUND - 002	COAL SEVERANCE				
FUND 002	TOTALS	12222.31	.00	534.24-	✓11688.07 ✕
FUND - 003	DOG AND KENNEL				
FUND 003	TOTALS	7157.44	12.00	.00	✓7169.44 ✕
FUND - 004	GENERAL SCHOOL				
FUND 004	TOTALS	31540.40	3301.97	20000.00-	✓14842.37 ✕
FUND - 005	MAGISTRATE COURT				
FUND 005	TOTALS	5987.54	281.00	24.00-	✓6244.54 ✕
FUND - 006	WORTHLESS CHECK				
FUND 006	TOTALS	2043.56	25.17	.00	✓2068.73 ✕
FUND - 007	PEND CO 911				
FUND 007	TOTALS	477028.52	8943.92	66586.02-	✓419386.42 ✕
FUND - 008	HOME DETENTION				
FUND 008	TOTALS	75741.45	825.00	866.00-	✓75700.45 ✕
FUND - 011	RES FOR SPEC EMERG				
FUND 011	TOTALS	61218.48	105.64	.00	✓61324.12 ✕
FUND - 013	BOARD OF PARKS				
FUND 013	TOTALS	58759.11	2000.00	2017.82-	✓58741.29 ✕
FUND - 024	PEND CO HOUSING				
FUND 024	TOTALS	.00	.00	.00	.00
FUND - 025	CHCB				
FUND 025	TOTALS	84.49	460.00	110.82-	✓433.67 ✕
FUND - 026	PCCB				
FUND 026	TOTALS	1010.90	5490.56	2041.41-	✓4460.05 ✕
FUND - 040	OPIOID SETTLEMENT				
FUND 040	TOTALS	95002.32	8.07	.00	✓95010.39 ✕
FUND - 041	CO FIRE PROTECTION				
FUND 041	TOTALS	1494.23	.07	.00	✓1494.30 ✕
FUND - 042	EMS SALARY ENHANCE				
FUND 042	TOTALS	6919.38	.47	.00	✓6919.85 ✕
FUND - 052	HEALTH REIMB				
FUND 052	TOTALS	123678.13	1229.56	3414.65-	✓121493.04 ✕
FUND - 056	ASSESSOR VALUATION				
FUND 056	TOTALS	94551.53	6689.66	1900.99-	✓99340.20 ✕
FUND - 058	FINAN STABIL FUND				
FUND 058	TOTALS	1697425.41	2800.49	600000.00-	✓1100225.90 ✕
FUND - 059	CONCEALED WEAPONS				
FUND 059	TOTALS	13572.44	360.00	.00	✓13932.44 ✕
FUND - 061	ELECTION ADMIN				
FUND 061	TOTALS	16649.16	260.26	.00	✓16909.42 ✕
FUND - 062	REAL PROP- E-RECORD				
FUND 062	TOTALS	16649.16	260.26	.00	✓16909.42 ✕
FUND - 073	SPEC LAW ENF INVEST				
FUND 073	TOTALS	9058.16	.61	.00	✓9058.77 ✕
FUND - 207	AMER RES PLAN ACT				
FUND 207	TOTALS	216296.97	.00	93873.50-	✓122423.47 ✕

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 277	PENDCO BLDG COMM				
	FUND 277 TOTALS	2617.36	754283.55	564980.61-	✓ 191920.30 ✕
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	98.00	98.00-	✓ .00 ✕
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	90.00	90.00-	✓ .00 ✕
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	✓ .00 ✕
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	315.00	315.00-	✓ .00 ✕
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	1748.59	1748.59-	✓ .00 ✕
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	11137.78	.00	.00	✓ 11137.78 ✕
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19 ✕
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4773.64	.00	.00	4773.64 ✕
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	238561.20	19027.04	19900.75-	✓ 237687.49 ✕
FUND - 369	DEP SHERIFF FUND				
	FUND 369 TOTALS	.00	15.00	15.00-	✓ .00 ✕
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	140118.15	140118.15-	✓ .00 ✕
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	5921.86	5921.86-	✓ .00 ✓
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	530.56	530.56-	✓ .00 ✓
	FINAL TOTALS	5036026.12	1243006.74	2125226.23-	4153806.63
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	4,450,575.05			
	ORDERS/DEBITS OUTSTANDING:	319,614.66-			
	DEPOSITS/CREDITS OUTSTANDING:	22,646.24			
	NET BANK BALANCE	4,153,606.63			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	4,153,806.63			

I, Bradley D. Kimble 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 31, 2020 showing the balance on
hand at the beinning 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 9th day of April 2020

Bradley D. Kimble Sheriff of Pendleton County