

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, APRIL 6, 2021 AT 9:00 A.M.**

**COMMISSIONERS PRESENT: GENE McCONNELL, PRESIDENT; CARL HEVENER AND CAROLE HARTMAN**

**COUNTY EMPLOYEES PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; CHAD BOWERS, SHERIFF; DIANA MITCHELL, 911 DIRECTOR; APRIL MALLOW, PROSECUTING ATTORNEY**

**PUBLIC PRESENT: SHAWN STINSON, THE PENDLETON TIMES; AMBER HEDRICK AND ANDREA REEL, PENDLETON COUNTY HEALTH DEPARTMENT; BOBBY HARMAN**

Minutes of the March 16, 2021 meeting of the County Commission, on motion of Carole Hartman, were unanimously approved.

Maintenance:

Nothing to report.

Amber Hedrick and Andrea Reel from the Pendleton County Health Department attended the meeting. Amber stated that approximately 57% of county residents have had at least one vaccination. Our new case numbers had gone up recently due to school and sports. Are anticipating more increases due to family gatherings for Easter. They have had 2 cases of fully vaccinated residents that tested positive, but neither showed any symptoms. There have been no cases of any of the new strains of the virus. There has been a total of 7 deaths in the county attributed to the virus as of this date. She said that currently they have more vaccines than people willing to be vaccinated.

Bobby Harman stated concerns he had regarding the mapping and addressing. He has owned his property for seven years and lived there for the past two years. He said his address nor his mother's address are in the system and that delivery companies cannot find their locations. He has talked with the State mapping and addressing system and they informed him that he needed to contact the County Commission. Diana Mitchell, 911 Director, said that his address had been added to the 911 database in June of 2019. She said that the data was uploaded by Atlas Geographic to the state in 2019, but may have been done before his address was added. She also said that an upload was not done last year. Shawn Stinson, editor of The Pendleton Times, mentioned that his address does not come up with a search either. He expressed concern that Google, Garmin and TomTom do not have updated data. Diana explained that those companies have to purchase the data from the state and she has no control as to when or how often they do that. Mr. Harman would like to set up a conference call with the GIS coordinators at the State level with the Commission to verify that the upload is done. Gene McConnell stated that our priority is the 911 database and it is separate from the GIS system.

Diana stated that she is currently working on updating the address list from Frontier and is approximately 75% complete. She anticipates being finished within two weeks. Carole Hartman inquired if there was a need to hire some part-time help to assist. Diana stated that she is the only one who can do it.

Chad Bowers, Sheriff, informed the Commission that the cruiser has been repaired and that he has ordered 2 more cruisers. One is expected to be delivered this fiscal year, but the second may not arrive until later in the year as the delivery date runs from 16 to 18 weeks. He also plans to go ahead and advertise for another deputy. Chad updated the Commission on the number of calls, arrests, cases, etc. that law enforcement has handled in the last month.

The request from the Commission for a trial period of a new phone system was approved. Three phones have been shipped to be used in the trial. Dave Cave of Cornerstone Technology Solutions will come and install those phones once we have received them.

Gene McConnell said that Region 8 will have a legal ad for Request for Qualifications for Architectural Services in this week's newspaper for the Courthouse Annex.

Carl Hevener has been contacted by some county residents that they are not receiving their checks and/or bills that have been mailed, including himself. Keith McIntosh of Senator Joe Manchin's office, recommended that the Commission send a letter to our state representatives to address this issue with the postal service.

On motion of Carole Hartman, vote unanimous, the Commission passed a resolution designating the month of April as Fair Housing month.

The Department of Natural Resources contract for office space at the Pendleton County Community Building expires June 30, 2021. They have had a five-year contract but are requesting a ten-year contract. They currently pay \$6.84 per square foot and the Division of Forestry pays \$10.91 per square foot. Carl suggested that the cost per square foot be increased to what the Division of Forestry pays and do a ten-year contract. Karen Pitsenbarger will forward this information to them.

Upon unanimous approval, the Commission signed a records grant agreement with the WV Division of Culture & History in the amount of \$9,091 with a 10% county match for personnel costs for back-indexing in the County Clerk's Office.

Upon motion of Carl Hevener, vote unanimous, the Commission approved the 2021-2022 West Virginia Counties Risk Pool Insurance proposal for Liability and Workmen's Compensation in the amount of \$69,786. A dividend credit of \$1,182 will bring the total contribution due to \$68,604.

Upon motion of Carl Hevener, vote unanimous, the Annual Memorandum of Agreement with the WVU Cooperative Extension Service was signed by the Commission.

**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 CARL HEVENER, AND UNANIMOUSLY CONFIRMED.**

The appointment of George I. Sponaugle, II as Fiduciary Commissioner in the **Estate of Carrie V. Schulz, deceased.**

The probate of the Last Will and Testament of the **Estate of Earl Denver Kimble, Sr., deceased.** Witnesses by affidavit, Carole Hartman and Richard Thomas. The appointment of Katherine Oleta Kimble as Executrix of the **Estate of Earl Denver Kimble, Sr., deceased.** Bond not required per Last Will and Testament of deceased.

The probate of the Last Will and Testament of the **Estate of Shirley Yokum, deceased.** Witnesses by affidavit, Ruthaleen Charlton and Kathy O. Bowers. The appointment of Samuel D. Yokum as Executor of the **Estate of Shirley Yokum, deceased.** Bond not required per Last Will and Testament of deceased.

**THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED ON MOTION OF CARL HEVENER, UNANIMOUSLY CONFIRMED AND ORDERED RECORDED AND FILED:**

Mark D. Harper, as Administrator of the **Estate of Chad Steven Miller, deceased**; Waiver of Final Settlement

Steven D. Lambert and Jeannie L. Lambert, as Co-Executors of the **Estate of Shirley A. Lambert, deceased**; Waiver of Final Settlement

Richard E. Swecker, as Administrator of the **Estate of David E. Swecker, deceased**; Waiver of Final Settlement

Cynthia Ann Puffenbarger, Executrix of the **Estate of Mary Ruth Armentrout, deceased**; Affidavit and Waiver of Final Settlement

The following exoneration was approved on motion of Carole Hartman, vote unanimous:

Greer Industries, Union District, \$919.04

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:**

GENERAL COUNTY FUND:	Check Nos. 31972 – 32009	\$54,679.51
COAL SEVERANCE FUND:	Check Nos. 200095 - 200096	\$1,664.71
MAGISTRATE COURT FUND:	Check Nos. 300094 - 300097	\$540.24
911 FUND:	Check Nos. 3517 – 3524	\$34,029.76
HOME CONFINEMENT FUND:	Check No. 254	\$105.95
PARKS & RECREATION FUND:	Check Nos. 1130 - 1133	\$1,401.18
CLINTON HEDRICK COMM. BLDG.:	Check No. 1085	\$85.99

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, APRIL 20, 2021.

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President