

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, AUGUST 16, 2022 AT 9:00 A.M.**

**COMMISSIONERS PRESENT: GENE MCCONNELL, PRESIDENT, CARL HEVENER, COMMISSIONER CHARLES BURGOYNE, II WAS ABSENT**

**OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; DIANA MITCHELL, 911 DIRECTOR; LAURA BROWN, ECONOMIC DEVELOPMENT AUTHORITY (EDA) DIRECTOR; NATASHA WILSON, THE PENDLETON TIMES; TINA EYE; MIKE ALT; DAVE ELLIS; ROGER DAHMER**

Commission meeting called to order at 9:00 a.m. by President Gene McConnell.

Minutes of the August 2, 2022 meeting of the County Commission on motion of Commissioner Hevener were unanimously approved.

Maintenance:

Leak in Pendleton County Community Building bathroom on Rescue Squad side. Blauch Brothers will repair.

Diana Mitchell, 911 Director, informed the Commission that possibly a recent power outage affected the Nclock at the 911 Center. It is not working properly. Are waiting to hear from Motorola to come and check to see if it is repairable. She also mentioned that one full-time dispatcher has gone to part-time and are requesting to advertise for two full-time dispatchers.

Laura Brown, EDA Director, reported that they have chosen Lingo as the service provider for the Gig Ready project. Also, the ECF grant that the schools and library had submitted was approved in the amount of \$2.3 million. A total of \$4.8 million has been awarded to Pendleton County in broadband grants over the past year.

Commissioner McConnell stated that the Convention and Visitor's Bureau (CVB) had been integrated with the Chamber of Commerce. Are now going to separate them and put the CVB under the EDA. Will need to hire a CVB director and appoint a seven-member board.

The Commission met with Omni Associates last week to discuss the Annex. A thorough analysis of the Courthouse and Annex were discussed. A plan was formulated to move the main entrance of the Courthouse with a ramp and additional security measures to the north side of the building before construction on the Annex. Core drilling was completed last week. Will meet again with Omni Associates next Wednesday.

Tina Eye, Pendleton County Emergency Rescue (PCER) President, presented to the Commission their revised by-laws and are working on updating their standard operating guidelines (SOG). They would like the Commission's support in moving forward to being a paid agency. The Commission requested that a separate work session be scheduled to discuss this further. Mike Alt has a presentation prepared that details costs and requirements.

The PCER also inquired if it would be possible for air conditioning to be installed in the bay area. Commissioner McConnell asked them to obtain a quote and present to the Commission. Dave Ellis

also inquired if it would be possible to upgrade the lighting and also mentioned that there were some cracks in the wall. Additionally, he asked if it would be possible to have J & L's Reconditioning to clean their bathrooms at least once a week. Karen Pitsenbarger, County Administrator, said she will contact J & L and get a quote.

Rick Gillespie, Emergency Services Coordinator, indicated that some of the emergency lighting at PCCB was not working properly during the recent power outage. He stated that the current generator has not worked for a while and cannot be fixed. There is a need for a generator as the Emergency Management Office is located in that building. Commissioner McConnell said that the current generator at the Courthouse could be moved to PCCB as it will need to be replaced with a larger one when the Annex is built.

On motion of Commissioner Hevener, the following board appointments were made:

Board of Health – Janice Lantz to replace Miriam Hedrick  
EDA – J.P. Mowery  
Parks & Recreation – Shannon Donnelly

**THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS, EXECUTORS, ETC., DONE BY THE CLERK IN VACATION OF THE COMMISSION, WERE THIS DAY PRESENTED TO THE COMMISSION AND ON MOTION OF COMMISSIONER HEVENER WERE UNANIMOUSLY APPROVED.**

United States of America

State of West Virginia



County of Pendleton, ss:

**Clerk's Fiduciary Report**

**Estate from Friday, July 29, 2022, through Monday, August 15, 2022**

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, Thursday, August 4, 2022, 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, **BETTY TINGLER** was appointed and qualified as CO ADMINISTRATRIX of the estate of **ANITA FRANCES HARPER**, deceased. Bond was 70,000.00.  
More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **CARRIE SOUTHERLY** was appointed and qualified as CO ADMINISTRATRIX of the estate of **ANITA FRANCES HARPER**, deceased. Bond was 70,000.00.

**On, Friday, August 5, 2022, the following matters were disposed of in the presence of the Clerk:**

The last will and testament of **DOTTIE L WARNER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**JERRY M WARNER**, who was named in the last will and testament of **DOTTIE L WARNER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

**TEX JOHNSON THOMPSON**, who was named in the last will and testament of **VIOLET THOMPSON**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

*Elise M. White*

Monday, August 15, 2022

Elise M. White  
Clerk of the Pendleton County Commission

Confirmed

**THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION AND ON MOTION OF COMMISSIONER HEVENER WERE UNANIMOUSLY APPROVED:**

Patricia Alt, Executrix of the **Estate of James H. Garrett, deceased**; Waiver of Final Settlement

The following exonerations and increases were approved on motion of Commissioner Hevener, vote unanimous:

**EXONERATIONS:**

Bragunier Farm, Inc., Union District, \$468.99  
Bragunier Farm, Inc., Union District, \$468.99  
Bragunier Farm, Inc., Union District, \$432.54  
Bragunier Farm, Inc., Union District, \$432.54  
Bragunier Farm, Inc., Union District, \$392.40  
Charles & Kristin Turbanic, Franklin District, \$795.65  
Kimberly Lyons, Franklin District, \$96.74  
Neva Rexrode, Bethel District, \$3.98  
Michael Bennett, Circleville District, \$123.04  
Jeremy Marple, Union District, \$186.59  
Jerry L. & Janet L. Hedrick, Union District, \$2,299.64  
Chestnut Woods Association, Franklin District, \$349.96  
Chestnut Woods Association, Franklin District, \$346.29  
Mike & Erica Moscufo, Union District, \$198.60  
Darrell Thompson, et als, Mill Run District, \$634.26

**INCREASES:**

Darrell Thompson, et als, Mill Run District, \$317.22

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

GENERAL COUNTY FUND:	Check Nos. 33307– 33361	\$55,868.89
DOG FUND:	Check No. 437	\$704.80
MAGISTRATE COURT FUND:	Check Nos. 300157 - 300158	\$339.00
911 FUND:	Check Nos. 3806– 3813	\$2,741.91
HOME CONFINEMENT FUND:	Check Nos. 284 - 285	\$296.70
PARKS & RECREATION FUND:	Check Nos. 1274 - 1276	\$183.46
CLINTON HEDRICK CB FUND:	Check Nos. 1114 - 1116	\$267.18
PENDLETON COUNTY CB FUND:	Check No. 1202	\$236.78
AMERICAN RESCUE PLAN ACT FUND:	Check No. 112	\$14,875.00

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, SEPTEMBER 6, 2022.

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President