

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, AUGUST 18, 2026 AT 9:00 A.M.

COMMISSIONERS PRESENT: CARL HEVENER, PRESIDENT, ROGER DAHMER, JIMMIE BENNETT

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; SHERRY MONGOLD, SRRDA DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; TRISH SPONAUGLE, PFS COORDINATOR, POTOMAC HIGHLAND GUILD; MIKE ALT

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 August 4, 2026 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Karen Pitsenbarger, County Administrator, reported that there were no major maintenance issues. The paving of the parking area behind the Courthouse is scheduled for this week, weather permitting.

Rick Gillespie, Emergency Services Coordinator, stated that there were no issues with either 911 or Emergency Management.

Mrs. Pitsenbarger presented a draw on the Annex project in the total amount of \$289,400.07. Lantz Construction's invoice is \$285,448.51 and Omni Associates' invoice was for \$3,951.56. The motion to approve the draw was accepted by Commissioner Dahmer, vote unanimous. Mrs. Pitsenbarger informed the Commission that a date needs to be set for the ribbon cutting. Tentative dates were given for September and October.

Mike Alt stated that he had received the letter from Charleston stating counties would be receiving funds for the EMS Salary Enhancement. No actual dollar amount was mentioned in the letter. The Commission signed the paperwork to request the funds.

The DNR Law Enforcement lease was discussed. The DNR is unwilling to change the monthly rent that had been set when they were in the Community Building. That lease was for \$200.56 per month through June 30, 2031. On motion of Commissioner Bennett, vote unanimous, the lease was signed.

The Commission reviewed the report for the Sheriff's Commission. Based on new legislation, the amount had increased from \$15,000 to the maximum of \$30,000. The Commission is calculated on the percentage of current taxes collected on time the previous fiscal year. The County's percentage was over 95%. On motion of Commissioner Dahmer, vote unanimous, the Sheriff's Commission was approved.

The Commission reviewed the Sheriff's July 2026 financial statement. They also reviewed the employee's July timesheets.

Commissioner Hevener read a thank you note from Energy Express thanking the County for their contribution and support of the program.

Mrs. Pitsenbarger received an email from Kristi Demooth, who works with Kat Garvey at the WVU College of Law Land Use and Sustainability Clinic. She will be working with the Commission on the Comprehensive Plan and hopes to schedule the first meeting in September.

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 Bennett, and unanimously confirmed.

Refer **Estate of Jack D. Vogel, deceased**, to Fiduciary Commissioner G. Isaac Sponaugle, III, as probate assets were over \$200,000..

There were no settlements of accounts.

The following exonerations were approved upon motion of Commissioner Bennett, vote unanimous:

Emmanuel & Jeni L Hammer, Mill Run District, \$8.19
Stacy & Heather Waggy, Franklin District, \$4.55

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 36934 – 36975	\$57,059.02
COAL SEVERANCE FUND:	Check No. 200365	\$151.58
911 FUND:	Check Nos. 4680 - 4688	\$3,037.77
HOME CONFINEMENT FUND:	Check No. 393	\$346.50
PARKS & RECREATION FUND:	Check No. 1679	\$133.63
PENDLETON CO COMM BLDG FUND:	Check Nos. 1309 - 1310	\$1,101.92
BUILDING COMMISSION FUND:	Check Nos. 1076 – 1078	\$10,168.75

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, SEPTEMBER 1, 2026.

President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,239,585.33	526,446.67-	121,902.31	835,040.97-
PENDLETON COUNTY 911	172,038.53	505.56-	523.00	172,055.97
HOME DETENTION	76,508.00	.00	.00	76,508.00-
PARKS & REC	80,095.76	133.63-	.00	79,962.13-
CHCB	33.10	.00	.00	33.10-
PCCB	2,394.33	.00	.00	2,394.33-
OPIOID SETTLEMENT	9,032.52	.00	.00	9,032.52-
CO FIRE PROTECTION	1,494.60	.00	.00	1,494.60-
EMS SALARY ENHANCEMENT	6,921.70	.00	.00	6,921.70-
HEALTH REIMB	103,639.36	.00	.00	103,639.36-
ASSESSOR'S VAL	68,286.59	1,722.69-	18,151.09	84,714.99-
CONCEALED WEAPONS	15,472.44	625.00-	5.00	14,852.44-
ELECTION ADMIN	17,894.62	.00	.00	17,894.62-
REAL PROP-E RECORDING	17,894.62	.00	.00	17,894.62-
SPECIAL LAW ENFORCEMENT	9,061.20	.00	.00	9,061.20-
AMER RES PLAN ACT	111,954.34	.00	.00	111,954.34-
PENDCO BLDG COMM	52,136.81	.00	.00	52,136.81-
CERTIFIED TO STATE	51,265.89	.00	.00	51,265.89-
BOARD OF HEALTH	252,202.14	3,949.55-	35,010.00	283,262.59-
CLEARING ACCOUNT	.00	.00	.00	.00-
RESER FOR SPEC EMERG MM	61,741.62	.00	.00	61,741.62-
FINANCIAL STAB.-MONEY MAR	933,145.22	.00	.00	933,145.22-
GENERAL CO MONEY MARKET	262,145.01	.00	.00	262,145.01-
PEN CO 911 FEES FUND MM	348,513.73	.00	.00	348,513.73-
*** BANK TOTAL ***	3,893,457.46	533,383.10-	175,591.40	3,535,665.76

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,119.44	.00	.00	2,119.44-
*** BANK TOTAL ***	2,119.44	.00	.00	2,119.44

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

*** COUNTY TOTAL ***	3,895,576.90	533,383.10-	175,591.40	3,537,785.20
CASH ON HAND				200.00
GRAND JUROR BALANCE				21.34
*** TOTAL ***				3,538,006.54

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	1306271.80	472426.24	802347.12-	✓976350.92
FUND - 002	COAL SEVERANCE				
	FUND 002 TOTALS	5034.71	.00	1277.66-	✓3757.05
FUND - 003	DOG AND KENNEL				
	FUND 003 TOTALS	7038.64	1530.00	490.00-	✓8078.64
FUND - 004	GENERAL SCHOOL				
	FUND 004 TOTALS	24090.41	2238.93	.00	✓26329.34
FUND - 005	MAGISTRATE COURT				
	FUND 005 TOTALS	9988.04	146.50	24.00-	✓10110.54
FUND - 006	WORTHLESS CHECK				
	FUND 006 TOTALS	2119.26	.18	.00	✓2119.44
FUND - 007	PEND CO 911				
	FUND 007 TOTALS	379134.19	160857.51	19422.00-	✓520569.70
FUND - 008	HOME DETENTION				
	FUND 008 TOTALS	76053.00	1125.00	670.00-	✓76508.00
FUND - 011	RES FOR SPEC EMERG				
	FUND 011 TOTALS	61635.26	106.36	.00	✓61741.62
FUND - 013	BOARD OF PARKS				
	FUND 013 TOTALS	57473.14	25763.69	3274.70-	✓79962.13
FUND - 024	PEND CO HOUSING				
	FUND 024 TOTALS	.00	.00	.00	✓0.00
FUND - 025	CHCB				
	FUND 025 TOTALS	33.10	.00	.00	✓33.10

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	2854.59	970.00	1430.26-	✓2394.33
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	9031.91	.61	.00	✓9032.52
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	1494.53	.07	.00	✓1494.60
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	6921.23	.47	.00	✓6921.70
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	112166.95	6814.46	15342.05-	✓103639.36
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	71463.43	18532.09	5280.53-	✓84714.99
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	931221.41	1923.81	.00	✓933145.22
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	14112.44	740.00	.00	✓14852.44
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	17521.34	373.28	.00	✓17894.62
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	17521.34	373.28	.00	✓17894.62
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	9060.58	.62	.00	✓9061.20
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	110727.34	1227.00	.00	✓111954.34
FUND - 277	PENDCO BLDG COMM				
	FUND 277 TOTALS	73005.97	220180.43	241049.59-	✓52136.81
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	162.00	162.00-	✓.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	420.00	420.00-	✓.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	✓.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	625.00	625.00-	✓.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	5294.75	5294.75-	✓.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	51265.89	.00	.00	✓51265.89
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	235954.06	68075.95	20767.42-	✓283262.59
FUND - 369	DEP SHERIFF FUND				
	FUND 369 TOTALS	.00	10.00	10.00-	✓.00
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	412284.28	412284.28-	✓.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	18395.99	18395.99-	✓.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	100330.00	100330.00-	✓.00
	FINAL TOTALS	3665975.39	1520928.50	1648897.35-	3538006.54
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	3,895,576.90			
	ORDERS/DEBITS OUTSTANDING:	533,383.10-			
	DEPOSITS/CREDITS OUTSTANDING:	175,591.40			
	NET BANK BALANCE	3,537,785.20			
	CASH ON HAND	200.00			
	GRAND JUROR BALANCE	21.34			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	3,538,006.54			

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 July 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 14th day of August 2020

Bradley D Kimble Sheriff of Pendleton County