

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, AUGUST 5, 2025 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; APRIL MALLOW, PROSECUTING ATTORNEY; SHERRY MONGOLD, SRRDA DIRECTOR; SCOTT MCCONNELL, CLERK OF WORKS; MIKE ALT; STEPHEN SMOOT, THE PENDLETON TIMES; JENNIFER TAYLOR-IDE; TINA EYE

Commissioner Dahmer led those present in prayer. Commissioner Hevener called the meeting to order.

Minutes of the July 15, 2025 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Diana Mitchell, 911 Director, reported that the new hires were being trained and all was going well.

On motion of Commissioner Dahmer, vote unanimous, the withdrawal of Chuck King's application was accepted.

Rick Gillespie, Emergency Services Coordinator, mentioned that they were testing one tower site per day with the National Radio Quiet Zone personnel this week. He hopes for a positive outcome from this testing.

Mr. Gillespie also mentioned that he had been told that the grant for the Sheriff's radios in the amount of \$100,000 had been approved, however, he has not yet received any paperwork confirming that.

Scott McConnell, Clerk of Works, gave the planned schedule for the annex for the next month. He stated that they have had no major weather delays to date.

On motion of Commissioner Dahmer, vote unanimous, the Commissioners signed a contract for a new opioid litigation settlement.

Budget requests from the Pendleton County Family Support Center and the Burlington United Methodist Family Services – Sarah's House. On motion of Commissioner Dahmer, vote unanimous, both requests were approved.

The Commission reviewed a Cyber Incident Response Plan for the County. Commissioner Dahmer motioned to approve the plan, vote was unanimous.

The Treasure Mountain Festival Association submitted a request to use County property during the festival in September. On motion of Commissioner Bennett, vote unanimous, the request was approved.

The following board appointments were approved on motion of Commissioner Bennett, vote unanimous.

Pendleton County Library – Sue Harper, 5-year term
Potomac Headwaters RC&D – Roger Dahmer, 2-year term

Mike Alt reported that he had been notified they had been approved by Charleston for a \$125,000 equipment training request. He also mentioned that the EMS Salary Enhancement program was not approved for this fiscal year.

He submitted to the Commission the 2025 first quarter EMS stipends in the amount of \$45,526.

The Commission reviewed and approved the Sheriff's Settlement for fiscal year 2025 on motion of Commissioner Dahmer, vote unanimous.

Sherry Mongold, SRRDA Director, stated that they were ahead of schedule on the Innovation Hub renovations. They hope to be completed by the end of September 2025.

On motion of Commissioner Dahmer, all Commissioners voting in the affirmative, they adjourned into Executive Session at 9:45 a.m. to discuss a 911 personnel issue and land contracts.

Motion was made by Commissioner Bennett, vote unanimous, to reconvene into Regular Session at 11:45 a.m.

No action was taken in executive session.

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, July 14, 2025, through Monday, August 4, 2025

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, July 14, 2025, the following matters were disposed of in the presence of the Clerk:

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

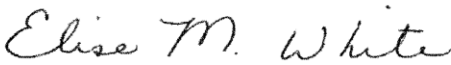
BETH TRANUM NKA BETH VEACH, who was named in the last will and testament of **JUSTIN D. BOWERS**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.

AMY HARRIS, who was named in the last will and testament of **JUSTIN D. BOWERS**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.

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

AMY HARRIS, who was named in the last will and testament of **TAYLAR LEE BOWERS**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.

BETH TRANUM NKA BETH VEACH, who was named in the last will and testament of **TAYLAR LEE BOWERS**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.


Elise M. White
Clerk of the Pendleton County Commission

Monday, August 4, 2025
Confirmed

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

David Perry Simmons, Executor of the **Estate of Hazel L. Simmons, deceased;** Affidavit and Waiver of Final Settlement

Alma Moats (FKA Alma Grandison), Executrix of the **Estate of Myrtle Catherine Moats, deceased;** Affidavit and Waiver of Final Settlement

Judith Graham, Executrix of the **Estate of Lola Graham, deceased;** Report of Receipts, Disbursements and Distribution

Mark Harper, Administrator of the **Estate of Dale L. Harper, deceased;** Affidavit and Waiver of Final Settlement

Carolyn W. Teets, Administratrix of the **Estate of Robert L. Teets, deceased;** Affidavit and Waiver of Final Settlement

Rita A. Lambert, Executrix of the **Estate of Mable Ruth Simmons, deceased;** Final Report of Receipts and Disbursements, Distribution and Affidavit

The following exonerations were approved, on motion of Commissioner Dahmer, vote unanimous:

- Patrick S & Deborah A Beam, Sugar Grove District, \$216.47
- Denise & Benjamin Greer, Franklin District, \$170.30
- David Harding, Union District, \$48.90
- Paul Belmont, Sugar Grove District, \$55.81
- Darin Vance, Union District, \$47.66
- Pendleton County Parks & Recreation Commission, Mill Run District, \$7.96
- Lisa Warner, Franklin District, \$30.75

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 35945– 35993	\$88,299.47
COAL SEVERANCE FUND:	Check Nos. 200306 - 200310	\$1,379.21
DOG & KENNEL FUND:	Check Nos. 468 – 470	\$1,290.60
MAGISTRATE COURT FUND:	Check 300243	\$24.00
911 FUND:	Check Nos. 4494 – 4502	\$4,989.80
PARKS & RECREATION FUND:	Check Nos. 1560 – 1565	\$2,317.87
PENDLETON COUNTY CB FUND:	Check No. 1279	\$270.00

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, AUGUST 19, 2025.

President