

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, DECEMBER 1, 2020 AT 9:00 A.M.**

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

**COUNTY EMPLOYEES PRESENT: KAREN PITSENBARGER, COUNTY ADMINISTRATOR; ELISE WHITE, COUNTY CLERK**

**PUBLIC PRESENT: SHAWN STINSON, THE PENDLETON TIMES**

Minutes of the November 17, 2020 meeting of the County Commission, on motion of Carl Hevener, were unanimously approved.

Maintenance:

No major maintenance issues.

No representative from the Pendleton County Health Department attended the meeting.

Diana Mitchell, 911 Director, did not attend the meeting.

Gene McConnell stated that the 911 Advisory Board would like to have a drug policy. Gene drafted a policy based on three other counties in West Virginia who currently have a policy. Carole Hartman made a motion, vote unanimous, to table discussion until the next meeting to allow time for her and Carl Hevener to review the drafted policy.

On motion of Carole Hartman, vote unanimous, the following board appointments were approved, effective January 1, 2021:

911 Advisory Board:

Chad Bowers – Three-year term (replacing Donald Hedrick as Sheriff)  
Bruce Minor – Three-year term

Board of Health:

Miriam Hedrick – Five-year term  
Carmen Rexrode – One-year term as Health Officer

Board of Parks:

Dave Basagic – One-year term  
Junior Roberson – One-year term  
Kent Gardiner – One-year term  
Rick Wagoner – One-year term

Pat Waggy – Two-year term

Greg Bowers – Three-year term  
Steve Mallow – Three-year term  
Roxanne Hubbard – Three-year term

Economic & Community Development Authority:

Laura Brown – Three-year term  
Brianna Bruns – Three-year term

Larry Rexrode requested not to be reappointed.

Public Service District:

Darrell Bodkin – Six-year term

Workforce Investment Board:

Carole Hartman – One-year term

The Commission certified the election results for the November 3, 2020 General Election.

The Highmark Blue Cross Blue Shield Master Group Contract was signed.

Kevin Sponaugle, Prosecuting Attorney, expressed interest in purchasing from the County the two computers and the copier in his office that had been purchased by the Commission. The Commission tabled this discussion until the next meeting.

**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 probation of the Last Will and Testament of **Gene Riley Merritt, deceased**; Witnesses by affidavit, Carole Hartman and William N. Waybright; The appointment of Mary Christine Merritt as Administratrix cta of the **Estate of Gene Riley Merritt, deceased**; Bond in the amount of \$500.00. Surety not required.

**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:**

James M. Flippin, as Executor of the **Estate of Hans J. Fischer, deceased**; Affidavit and Waiver of Final Settlement

Sue Ann Sites, as Executrix of the **Estate of Maxine E. Burgoyne, deceased**; Affidavit and Waiver of Final Settlement

Donald L. Hedrick, Sheriff of Pendleton County, as Administrator of the **Estate of Mona Elizabeth Green, deceased**; Affidavit and Waiver of Final Settlement

The following exonerations were approved on motion of Carole Hartman, vote unanimous:

Angela Hartman, Bethel District, \$13.37

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

GENERAL COUNTY FUND:	Check Nos. 31646 - 31725	\$39,561.50
COAL SEVERANCE FUND:	Check Nos. 200076 – 200077	\$1,416.51
MAGISTRATE COURT FUND:	Check No. 300081	\$212.24
911 FUND:	Check Nos. 3424 – 3448	\$516.73
PARKS & RECREATION FUND:	Check Nos. 1110 – 1114	\$1,206.43
COVID-19 FUND:	Check Nos. 150 - 152	\$5,346.60

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, DECEMBER 15, 2020.

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President