

AT A COUNTY COMMISSION CONTINUED AND HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE THEREOF, ON TUESDAY, DECEMBER 17, 2019.

PRESENT: COMMISSIONERS GENE McCONNELL, CARL HEVENER AND CAROLE HARTMAN.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF GENERAL COUNTY FUND:

Check No. 30812 - 30838 \$21,136.88

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF COAL SEVERANCE FUND:

Check No. 200031 \$122.47

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF 911 FUND:

Check Nos. 3207 - 3217 \$5,197.19

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF HOME CONFINEMENT FUND:

Check No. 238 \$130.50

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF PARKS AND RECREATION FUND:

Check No. 1026 \$47.57

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF PENDLETON COUNTY COMMUNITY BUILDING FUND:

Check Nos. 1147 - 1148 \$1,140.64

Minutes of the December 3, 2019 meeting of the County Commission were unanimously approved.

Maintenance:

All the lights in the Courthouse are in the process of being switched to LED lights.

Diana Mitchell, 911 Director, reported that everything is going well at this time. The CAD update is currently set for the end of January/beginning of February. The server will need to be updated before the CAD update. Diana stated that all of the other equipment is 5 years old and she has requested an estimate to have all of that replaced at the same time as the server. The written directions that Diana had distributed are working ok. Carl Hevener mentioned that several of the road signs on South Mill Creek Road are fading. Diana has been making a list of other road signs that are also fading. She has contacted the company about this issue but has not yet received a response. The staffing situation is working well. The two new employees have completed the telecommunicator course and are working on the EMD course.

There was discussion on when the next Pendleton County Emergency Rescue (PCER) election for president is held. Diana thought it would not be until November/December 2020 as the president is elected for a three-year term. Gene McConnell requested a copy of the by-laws along with the date of the last election and when the next one is scheduled.

The Commission signed the Courthouse Facilities Improvement Authority grant contract for Phase 1 of the fire suppression system for the Courthouse in the amount of \$100,000.

Carl Hevener recommended that Karen Pitsenbarger send a copy of the attendance section of the by-laws for the Economic Development Authority to all current board members along with a letter requesting that they sign an acknowledgement of the attendance and that they will abide by the by-laws.

The Sheriff's monthly financial statements for November 2019 was reviewed.

DATE: 12/04/19 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 9:20:48 BANK BALANCE AS OF 11/30/2019 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,358,599.74	62,361.95-	5,270.81	1,301,508.60
PENDLETON COUNTY 911	104,878.46	331.04-	.00	104,547.42
HOME DETENTION	54,533.09	.00	.00	54,533.09
RESERVE FOR SPEC EMERG	55,728.50	.00	.00	55,728.50
PARKS & REC	73,287.71	.00	.00	73,287.71
PCCB	637.84	.00	.00	637.84
HEALTH REIMB	261,696.02	.00	.00	261,696.02
ASSESSOR'S VAL	64,861.25	.00	1,294.68	66,155.93
FINAN STABIL FUND	654,931.75	.00	.00	654,931.75
CONCEALED WEAPONS	24,740.37	275.00-	5.00	24,470.37
SPECIAL LAW ENFORCEMENT	3,077.22	.00	.00	3,077.22
BOARD OF HEALTH	171,299.07	12,557.02-	185.09	158,927.14
CLEARING ACCOUNT	.00	.00	.00	.00
GENERAL CO 12 MONTH CD	270,106.42	.00	.00	270,106.42
GENERAL CO 6 MONTH CD	52,743.60	.00	.00	52,743.60
GENERAL CO MONEY MARKET	676,090.03	.00	.00	676,090.03
911 SUPER SAVINGS	564,370.28	.00	.00	564,370.28
911 24 MONTH CD	9,311.34	.00	.00	9,311.34
*** BANK TOTAL ***	4,400,892.69	75,525.01-	6,755.58	4,332,123.26
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,209.62	.00	.00	1,209.62
PEND CO HOUSING	65,624.67	.00	.00	65,624.67
*** BANK TOTAL ***	66,834.29	.00	.00	66,834.29
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	148.15	120.52-	.00	27.63
*** BANK TOTAL ***	148.15	120.52-	.00	27.63
*** COUNTY TOTAL ***	4,467,875.13	75,645.53-	6,755.58	4,398,985.18
CASH ON HAND				200.00
JURORS				1,198.42
*** TOTAL ***				4,400,383.60

DATE: 12/04/19
 TIME: 9:21:55

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 11/2019

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001	GENERAL COUNTY				
301-01-RE-	GC-TAX REPAYMENT	.00	.00	.00	.00
FUND 001	TOTALS	2294440.13	104088.76	218399.26-	2180129.63
FUND - 002	COAL SEVERANCE				
FUND 002	TOTALS	19345.65	.00	1076.75-	18268.90
FUND - 003	DOG AND KENNEL				
FUND 003	TOTALS	6710.87	19.00	17.10-	6712.77
FUND - 004	GENERAL SCHOOL				
FUND 004	TOTALS	27057.74	1941.00	.00	28998.74
FUND - 005	MAGISTRATE COURT				
FUND 005	TOTALS	9329.91	286.50	260.30-	9356.11
FUND - 006	WORTHLESS CHECK				
FUND 006	TOTALS	1209.62	.00	.00	1209.62
FUND - 007	PEND CO 911				
FUND 007	TOTALS	713857.40	8491.73	44120.09-	678229.04
FUND - 008	HOME DETENTION				
FUND 008	TOTALS	54315.84	336.00	118.75-	54533.09
FUND - 011	RES FOR SPEC EMERG				
FUND 011	TOTALS	55719.34	9.16	.00	55728.50
FUND - 013	BOARD OF PARKS				
FUND 013	TOTALS	74534.86	.00	1247.15-	73287.71
FUND - 024	PEND CO HOUSING				
FUND 024	TOTALS	65536.03	88.64	.00	65624.67
FUND - 025	CHCB				
FUND 025	TOTALS	670.87	.00	643.24-	27.63

DATE: 12/04/19
 TIME: 9:21:55

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 11/2019

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
FUND 026	TOTALS	542.35	599.00	503.51-	637.84
FUND - 052	HEALTH REIMB				
FUND 052	TOTALS	258863.36	3708.96	876.30-	261696.02
FUND - 056	ASSESSOR VALUATION				
FUND 056	TOTALS	65220.10	1529.98	594.15-	66155.93
FUND - 058	FINAN STABIL FUND				
FUND 058	TOTALS	654931.75	.00	.00	654931.75
FUND - 059	CONCEALED WEAPONS				
FUND 059	TOTALS	23690.37	885.00	105.00-	24470.37
FUND - 073	SPEC LAW ENF INVEST				
FUND 073	TOTALS	3077.10	.12	.00	3077.22
FUND - 312	CRIMINAL CHARGES				
FUND 312	TOTALS	.00	3278.50	3278.50-	.00
FUND - 313	COURT REPORTER				
FUND 313	TOTALS	.00	.00	.00	.00
FUND - 314	STATE FINES				
FUND 314	TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
FUND 315	TOTALS	.00	275.00	275.00-	.00
FUND - 316	STATE CURRENT				
FUND 316	TOTALS	.00	496.19	496.19-	.00
FUND - 364	TAX LIEN				
FUND 364	TOTALS	51707.25	9496.60	8007.77-	53196.08

DATE: 12/04/19
TIME: 9:21:55

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 11/2019

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	182240.36	6428.22	29741.44-	158927.14
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	40159.31	40159.31-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	1383.69	1383.69-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	.00	.00	.00
	FINAL TOTALS	4568185.74	183501.36	351303.50-	4400383.60
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	4,467,875.13			
	ORDERS/DEBITS OUTSTANDING:	75,645.53-			
	DEPOSITS/CREDITS OUTSTANDING:	6,755.58			
	NET BANK BALANCE	4,398,985.18			
	CASH ON HAND	200.00			
	JURORS	1,198.42			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	4,400,383.60			

I, Donald Hedrick, 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 November 2019 showing the balance on
hand at the beginning 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 5 day of December 2019

Donald Hedrick Sheriff of Pendleton County

**THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS,
EXECUTORS, ETC., DONE BY THE CLERK IN VACATION OF THE
COMMISSION, WERE THIS DAY PRESENTED TO THE COMMISSION,
APPROVED AND CONFIRMED.**

The probation of the Last Will and Testament of **Wilda Grace Bennett, deceased**; Witnesses by affidavit, Carole H. Hartman and Judy McQuain; The appointment of Francise M. Bennett as Executrix of the **Estate of Wilda Grace Bennett, deceased**; Permitted to qualify without bond as provided in the Last Will and Testament of the deceased.

The probation of the Last Will and Testament of **Mary Lou Sites, deceased**; Witnesses by affidavit, Carole H. Hartman and Lisa Sponaugle; The appointment of Charles J. Sites, Jr. as Executor of the **Estate of Mary Lou Sites, deceased**; Permitted to qualify without bond as provided in the Last Will and Testament of the deceased.

The appointment of Marla Zelene Harman as Fiduciary Commissioner in the **Estate of Mary Lou Sites, deceased**.

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED AND ORDERED RECORDED AND FILED:

Lenora Mallow, as Administratrix of the **Estate of Bonnie Judy Murphy, deceased;** Affidavit and Waiver of Final Settlement

Ellen J. Moyers, as Executrix of the **Estate of Foster D. Moyers, deceased;** Affidavit and Waiver of Final Settlement

Darlene A. Bokelman, as Executrix of the **Estate of Gary A. Bokelman, deceased;** Affidavit and Waiver of Final Settlement

Roxie L. Hammer, as Executrix of the **Estate of Gene Scott Hammer, deceased;** Affidavit and Waiver of Final Settlement

Thomas Earl Propst, as Administrator of the **Estate of Lucy Jean Hartman Propst, deceased;** Affidavit and Waiver of Final Settlement

On motion of Carl Hevener, vote was unanimous, the following application for correction of erroneous assessment was approved:

EXONERATIONS:

Colin & Breanna Hedrick – Circleville District, \$30.05 & fees

The Governor of West Virginia proclaimed that Tuesday, December 24 was to be a full day holiday instead of a half day for public employees of the State. The Commission approved to follow the Governor's proclamation and close the Courthouse on Christmas Eve for a full day.

ORDERED THAT COMMISSION DO ADJOURN UNTIL TUESDAY, JANUARY 7, 2020.

President