

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, DECEMBER 19, 2023 AT 9:00 A.M.

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

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; APRIL MALLOW, PROSECUTING ATTORNEY; DIANA MITCHELL, 911 DIRECTOR; LAURA BROWN, SRREDA DIRECTOR; AMBER NESSELRODT, CVB DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES

Commissioner Dahmer led those present in prayer. Commissioner Hevener opened the meeting.

Minutes of the December 5, 2023 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance: No major issues.

Jeff Hartley with The Thrasher Group, joined the meeting by phone. He updated the Commission on the ongoing broadband projects in the County. Two Internet Service Providers (ISP's), Lingo and Spruce Knob Seneca Rocks Telephone (SKSRT) are currently working on four grant projects. Lingo was awarded a \$2.2 million project with a County match of \$297,000 that will affect 220 addresses and provide 31.1 miles of new fiber. SKSRT was awarded three grant projects in the total amount of \$3.288 million with a County total match of \$80,600. These projects will affect 403 addresses and add 71.4 miles of new fiber. In addition, there are two additional grant applications that have been submitted but not yet awarded. Overall, Mr. Hartley feels that the County has been successful in bringing broadband to the area.

Laura Brown, SRREDA Director, and Commissioner Hevener thanked Mr. Hartley and Rick Gillespie, Emergency Services Coordinator, for their help in getting these grants.

Ms. Brown reminded the Commission that the members of the Broadband Council needed to be appointed. On motion of Commissioner Dahmer, vote unanimous, the current members were re-appointed to the Council. Current members are Laura Brown, Rick Gillespie, JP Mowery, Bill Loving and Mike Weaver.

Diana Mitchell, 911 Director, mentioned a recent mental health training she had completed that was very beneficial. Terry Ryan, dispatcher is currently taking the course and Ms. Mitchell hopes there will be the opportunity for the other dispatchers to also take the course.

She stated that the new employee is working well and she plans to advertise again after the first of the year for additional dispatchers. Commissioner Hevener stated that he had discussed with the high school guidance counselor the possibility of having a job shadowing program that may help generate interest in becoming a dispatcher.

Amber Nesselrodt, CVB Director, updated the Commission on what the CVB has done this year, such as hosting the Capitol Christmas Tree event, and some of the projects they plan to work on in 2024, which include designing new Welcome to Pendleton County signs and revamping the website. She said they appreciate the support from the Commission and hope they will continue to support the CVB next year.

The new fuel tank is installed and working. The metal detector for the single-point entry, is scheduled to arrive in mid-January. After the last conference call with the Supreme Court, Karen Pitsenbarger, County Administrator, believes that they are almost done with the changes to the annex plans. There is one more conference call scheduled that should finalize everything. She mentioned that Omni has done a good job with the numerous changes required by the Supreme Court.

On motion of Commissioner Dahmer, vote unanimous, the following board appointments were made:

- Board of Health - David Basagic, 5-year term
Carmen Rexrode, Health Officer, 1-year term
- 911 Advisory Board - Rick Gillespie, 3-year term
Bradley Kimble, 1-year term
- Parks & Recreation - Rich Kimble, 3-year term
Gene Boggs, 1-year term
Frankie Roberson, 2-year term
Kent Gardiner, 1-year term
Naomi Bates, 2-year term
Steve Mallow, 3-year term
Rick Wagoner, 1-year term
- Building Commission - Jeff Bowers, 4-year term
Matt Harper, 4-year term
- Civil Service Board - Rick Gillespie
Brett Raines
- Pendleton EDA - Brianna Bruins, 2-year term
- Workforce Development - Roger Dahmer, 1-year term

There is an opening on the Public Service District. The Commission will review interested persons and appoint at the next Commission meeting on January 2, 2024.

On motion of Commissioner Dahmer, vote unanimous, the Commission signed a letter of support for a WV Workforce application for a grant to help address the opioid crisis.

The Commission reviewed the Sheriff’s November 2023 financial statement, the Sheriff’s Settlement for the period of July 1, 2023 – December 3, 2023, and the December 1 – 3, 2023 financial statement.

They also reviewed the employee timesheets for November 2023.

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.

On, Thursday, December 7, 2023, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **CARROLL "SKINNER" W. HEDRICK**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

KAREN M. MURRAY, who was named in the last will and testament of **CARROLL "SKINNER" W. HEDRICK**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

On, Monday, December 18, 2023, the following matters were disposed of in the presence of the Clerk:

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

DEBORAH A. TURNER, who was named in the last will and testament of **BOYD KIMBLE**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

There were no settlements of accounts presented.

There were no exonerations presented.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 34509 – 34527	\$16,260.44
COAL SEVERANCE FUND:	Check Nos. 200204 - 200206	\$261.28
MAGISTRATE COURT FUND:	Check No. 300209	\$24.00
911 FUND:	Check Nos. 4104 – 4111	\$8,474.64
PENDLETON CO COMM BLDG FUND:	Check No. 1237	\$920.56
AMERICAN RESCUE PLAN ACT FUND:	Check No. 125	\$3,379.76

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER DAHMER,
VOTE UNANIMOUS, UNTIL TUESDAY, JANUARY 2, 2024.

President

DATE: 12/01/23 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
TIME: 15:02:11 BANK BALANCE AS OF 11/30/2023 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,485,504.60	47,363.00-	11,613.28	1,449,754.88
PENDLETON COUNTY 911	155,289.07	1,219.47-	.00	154,069.60
HOME DETENTION	86,730.40	.00	390.00	87,120.40
PARKS & REC	76,036.87	73.00-	.00	75,963.87
CHCB	194.41	100.41-	.00	94.00
PCCB	2,539.25	1,271.54-	.00	1,267.71
HEALTH REIMB	231,498.18	.00	.00	231,498.18
ASSESSOR'S VAL	182,910.86	.00	1,880.92	184,791.78
CONCEALED WEAPONS	7,922.76	375.00-	.00	7,547.76
ELECTION ADMIN	1,314.27	.00	.00	1,314.27
REAL PROP-E RECORDING	1,314.27	.00	.00	1,314.27
SPECIAL LAW ENFORCEMENT	13,297.27	.00	.00	13,297.27
AMER RES PLAN ACT	942,782.45	.00	.00	942,782.45
CERTIFIED TO STATE	7,722.23	.00	.00	7,722.23
BOARD OF HEALTH	296,988.89	8,256.19-	.00	288,732.70
CLEARING ACCOUNT	10,158.54	.00	.00	10,158.54
RESER FOR SPEC EMERG MM	57,516.01	.00	.00	57,516.01
FINANCIAL STAB.-MONEY MAR	235,907.26	.00	.00	235,907.26
FINAN STABIL FUND	1,334,710.05	.00	.00	1,334,710.05
GENERAL CO MONEY MARKET	1,507,779.51	.00	.00	1,507,779.51
GEN CO CD	1,546,684.21	.00	.00	1,546,684.21
PEN CO 911 FEES FUND MM	458,195.67	.00	.00	458,195.67
911 CD FEES FUND	102,666.01	.00	.00	102,666.01
*** BANK TOTAL ***	8,745,663.04	58,658.61-	13,884.20	8,700,888.63
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
NORTHLESS CHECK	1,988.71	.00	.00	1,988.71
PEND CO HOUSING	69,519.71	.00	.00	69,519.71
*** BANK TOTAL ***	71,508.42	.00	.00	71,508.42
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	8,817,171.46	58,658.61-	13,884.20	8,772,397.05
CASH ON HAND				200.00
GRAND JURY				1,460.50
*** TOTAL ***				8,774,057.55

DATE: 12/01/23
TIME: 15:03:28

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 11/2023

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001	GENERAL COUNTY				
301-01-PP-	GC-TAX REPAYMENT	.00	.00	.00	.00
FUND 001 TOTALS		4516122.67	176058.55	309454.10-	4382727.12
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		15258.12	.00	357.53-	14900.59
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		9179.22	155.00	142.23-	9191.99
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		23590.75	1628.15	.00	25218.90
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		752.67	281.00	24.00-	1009.67
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1988.71	.00	.00	1988.71
FUND - 007	PEND CO 911				
FUND 007 TOTALS		649176.25	151041.49	58286.46-	714931.28
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		85048.80	2510.00	138.40-	87120.40
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		57353.63	162.38	.00	57516.01
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		78053.87	.00	2090.00-	75963.87
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		69260.56	259.15	.00	69519.71
FUND - 025	CHCB				
FUND 025 TOTALS		94.00	.00	.00	94.00
FUND - 026	PCCB				
FUND 026 TOTALS		1878.49	1430.00	2040.78-	1267.71
FUND - 052	HEALTH REIMB				
FUND 052 TOTALS		231624.84	1951.16	2077.82-	231498.18
FUND - 056	ASSESSOR VALUATION				
FUND 056 TOTALS		183177.59	2195.96	581.77-	184791.78
FUND - 058	FINAN STABIL FUND				
FUND 058 TOTALS		1565786.39	4830.92	.00	1570617.31
FUND - 059	CONCEALED WEAPONS				
FUND 059 TOTALS		6927.76	620.00	.00	7547.76
FUND - 061	ELECTION ADMIN				
FUND 061 TOTALS		514.52	799.75	.00	1314.27
FUND - 062	REAL PROP- E-RECORD				
FUND 062 TOTALS		514.52	799.75	.00	1314.27
FUND - 073	SPEC LAW ENF INVEST				
FUND 073 TOTALS		18296.01	1.26	5000.00-	18297.27
FUND - 207	AMER RES PLAN ACT				
FUND 207 TOTALS		1023302.45	.00	80600.00-	942702.45
FUND - 312	CRIMINAL CHARGES				
FUND 312 TOTALS		.00	147.00	147.00-	.00
FUND - 313	COURT REPORTER				
FUND 313 TOTALS		.00	70.00	70.00-	.00
FUND - 314	STATE FINES				
FUND 314 TOTALS		.00	79.00	79.00-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	375.00	375.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	528.05	528.05-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	7722.23	.00	.00	7722.23
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	310089.73	2724.54	24081.57-	283732.70
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	42641.78	42641.78-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	1030.37	1030.37-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	40358.54	30200.00-	10158.54
	FINAL TOTALS	8928624.61	832601.80	587248.86-	8771957.55
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,317,171.46			
	ORDERS/DEBITS OUTSTANDING:	58,658.61-			
	DEPOSITS/CREDITS OUTSTANDING:	13,884.20			
	NET BANK BALANCE	8,772,397.05			
	CASH ON HAND	200.00			
	GRAND JURY	1,460.50			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,774,057.55			

I, Chadwick L. Bowers, 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 Nov. 2023 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 8 day of Dec. 2023

Chadwick L. Bowers Sheriff of Pendleton County

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,472,550.50	44,982.37-	6,637.81	1,434,205.94
PENDLETON COUNTY 911	155,289.07	1,219.47-	.00	154,069.60
HOME DETENTION	87,120.40	.00	240.00	87,360.40
PARKS & REC	76,036.87	73.00-	.00	75,963.87
CHCB	194.41	100.41-	.00	94.00
PCCB	1,759.80	492.09-	.00	1,267.71
HEALTH REIMB	231,498.18	.00	.00	231,498.18
ASSESSOR'S VAL	182,910.86	.00	1,985.11	184,895.97
CONCEALED WEAPONS	7,922.76	375.00-	150.00	7,697.76
ELECTION ADMIN	1,314.27	.00	.00	1,314.27
REAL PROP-E RECORDING	1,314.27	.00	.00	1,314.27
SPECIAL LAW ENFORCEMENT	13,297.27	.00	.00	13,297.27
AMER RES PLAN ACT	942,782.45	.00	.00	942,782.45
CERTIFIED TO STATE	7,722.23	.00	.00	7,722.23
BOARD OF HEALTH	294,421.57	12,026.95-	4,204.88	286,599.50
CLEARING ACCOUNT	10,268.54	.00	.00	10,268.54
RESER FOR SPEC EMERG MM	57,516.01	.00	.00	57,516.01
FINANCIAL STAB.-MONEY MAR	235,907.26	.00	.00	235,907.26
FINAN STABIL FUND	1,334,710.05	.00	.00	1,334,710.05
GENERAL CO MONEY MARKET	1,507,779.51	.00	.00	1,507,779.51
GEN CO CD	1,546,684.21	.00	.00	1,546,684.21
PEN CO 911 FEES FUND MM	458,195.67	.00	.00	458,195.67
911 CD FEES FUND	102,666.01	.00	.00	102,666.01
*** BANK TOTAL ***	8,729,862.17	59,269.29-	13,217.80	8,683,810.68

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,988.71	.00	.00	1,988.71
PEND CO HOUSING	69,519.71	.00	.00	69,519.71
*** BANK TOTAL ***	71,508.42	.00	.00	71,508.42

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	8,801,370.59	59,269.29-	13,217.80	8,755,319.10
CASH ON HAND				200.00
GRAND JURY				1,460.50
CLEARING-AVF				214.19-
*** TOTAL ***				8,756,765.41

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		4382727.12	1890.21	20146.66-	4364470.67
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		14900.59	.00	.00	14900.59
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		9191.99	.00	.00	9191.99
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		25218.90	.00	.00	25218.90
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		1009.67	.00	.00	1009.67
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1988.71	.00	.00	1988.71
FUND - 007	PEND CO 911				
FUND 007 TOTALS		714931.28	.00	.00	714931.28
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		87120.40	240.00	.00	87360.40
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		57516.01	.00	.00	57516.01
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		75963.87	.00	.00	75963.87
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		69519.71	.00	.00	69519.71
FUND - 025	CHCB				
FUND 025 TOTALS		94.00	.00	.00	94.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCE				
	FUND 026 TOTALS	1267.71	.00	.00	1267.71
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	.00	.00	.00	.00
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	.00	.00	.00	.00
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	.00	.00	.00	.00
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	231498.18	.00	.00	231498.18
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	184791.78	104.19	.00	184895.97
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1570617.31	.00	.00	1570617.31
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	7547.76	75.00	.00	7622.76
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	1314.27	.00	.00	1314.27
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	1314.27	.00	.00	1314.27
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	13297.27	.00	.00	13297.27
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	942782.45	.00	.00	942782.45
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	.00	.00	.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	75.00	.00	75.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	32.35	.00	32.35
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	7722.23	.00	.00	7722.23
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	288732.70	4204.88	6338.08-	286599.50
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	2456.42	.00	2456.42
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	114.55	.00	114.55
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	10158.54	.00	.00	10158.54
FINAL TOTALS		8774057.55	9192.60	26484.74-	8756765.41
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:		8,801,370.59			
ORDERS/DEBITS OUTSTANDING:		59,269.29-			
DEPOSITS/CREDITS OUTSTANDING:		13,217.80			
NET BANK BALANCE		8,755,319.10			
CASH ON HAND		200.00			
GRAND JURY		1,460.50			
CLEARING-AVF		214.19-			
TOTAL IN COUNTY DEPOSITRIES AND OFFICES:		8,756,765.41			

I, Shadwick L. Bowers 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 Dec. 3, 2023 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 11 day of Dec. 2023

Shadwick L. Bowers Sheriff of Pendleton County