

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, DECEMBER 3, 2024 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; SHERRY MONGOLD, SRRDA; MIKE ALT; STEPHEN SMOOT, THE PENDLETON TIMES; EDNA MULLENAX, FAMILY SUPPORT CENTER; BY PHONE: CULLIN CUTRIGHT & RANDY WATSON, THRASHER ENGINEERING**

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

Minutes of the November 19, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

Delay on railings being installed on handicap ramp due to weather. The single point entry will be moved back to that side of the building once installed.

New furnace for Clinton Hedrick Community Building (CHCB) not arrived yet, hope to have installed by mid-January. Lantz will be giving estimate to move door.

Rick Gillespie, Emergency Services Coordinator, had additional information for upgrading to the Next Generation 911 (NG911). The upfront costs would be about \$71,541.75 with monthly costs of \$3,375.42 for five years. He requested to reallocate ARPA broadband funds to pay for this upgrade. On motion of Commissioner Dahmer, vote unanimous, the Commission reallocated \$112,046.79 of ARPA broadband funds to ARPA 911 communications funds.

Edna Mullenax, Family Support Center, stated that they now have 35 total families in their program. She discussed with the Commission the Warm the Children Program they are sponsoring to provide new winter clothing for Pendleton County children in need. They currently have received 31 applications for clothing. She requested a \$500.00 donation from the Commission for this program. On motion of Commissioner Dahmer, vote unanimous, a donation of \$1,000.00 was given. Ms. Mullenax thanked the Commission for their support.

April Mallow, Prosecuting Attorney, had a few questions on the water study agreement with Cullin Cutright & Randy Watson of Thrasher Engineering, who joined the meeting by phone. She will email her suggested amendments to Randy. On motion of Commissioner Bennett, vote unanimous, the Commission approved the agreement with amendments. Commissioner Hevener requested that when Thrasher sets up the initial meeting with the Town of Franklin, that the Commissioners and the PSD be invited to attend.

Karen Pitsenbarger, County Administrator, reported that we had received the commitment letter from PCB stating they would loan the Pendleton County Building Commission \$2,000,000.00. She will send to Steve Collins with the USDA. Once they approve, we should be able to go out for bid.

Sherry Mongold, SRRDA, informed the Commission that the LEDA had dropped the grant match from \$44,000.00 to \$41,500.00 for the Seneca Rocks Regional Development Authority. They will prepare a new resolution with the adjusted match amount for the Commission to sign.

Ms. Pitsenbarger told the Commission that one of our funds, County Revolving Housing Fund, has been dormant for several years. The program that it was initially set up for no longer exists. Burke & Herbert Bank (formerly Summit Community Bank) notified the County that there would be a \$5.00 monthly fee for the dormant account. Ms. Pitsenbarger contacted the State Auditor's Office and they informed her that since the fund is dormant and no longer used, the Commission can close that account and move the funds to the General County fund. On motion of Commissioner Dahmer, vote unanimous, the Commission approved to close the account and move the funds into the General County fund.

Mike Alt updated the Commission that emergency calls for November were less than the previous month. The average response time was about thirty minutes. A meeting will need to be scheduled to discuss a possible adjustment of the stipends beginning January 1, 2025.

There were no fiduciary appointments.

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

Dennis W. Beach, Jr. & John P. Beach, Co-Administrators of the **Estate of Dennis W. Beach, Sr., deceased**; Waiver of Final Settlement

Lori M. Nelson-Roberson, Executrix of the **Estate of Kenneth L. Nelson, deceased**; Affidavit and Waiver of Final Settlement

There were no exonerations.

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

GENERAL COUNTY FUND:	Check Nos. 35392 – 35425	\$42,864.28
COAL SEVERANCE FUND:	Check Nos. 200269 - 200270	\$1,059.87
MAGISTRATE COURT FUND:	Check Nos. 300232 - 300233	\$48.00
911 FUND:	Check Nos. 4328– 4344	\$207,399.92
PARKS & RECREATION FUND:	Check Nos. 1500 – 1506	\$1,522.71
PENDLETON COUNTY CB FUND:	Check Nos. 1260 - 1261	\$1,121.88

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, DECEMBER 17, 2024.

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President