

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, FEBRUARY 15, 2022 AT 9:00 A.M.

COMMISSIONERS PRESENT: GENE MCCONNELL, PRESIDENT, CARL HEVENER AND CAROLE HARTMAN

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; DIANA MITCHELL, 911 DIRECTOR; APRIL MALLOW, PROSECUTING ATTORNEY; LAURA BROWN, ECONOMIC DEVELOPMENT AUTHORITY (EDA) DIRECTOR; KEN BUSTIN, EDITOR THE PENDLETON TIMES

This being the last day set for the Commission to meet as Board of Review and Equalization of Pendleton County, for the purpose of reviewing and equalizing the assessment of said Pendleton County as returned by the Assessor thereof, the Commission met as such.

No appointments being scheduled for this date before the board, on motion of Commissioner Hartman, vote unanimous, Board of Review meeting was adjourned sine die.

Commission meeting called to order by President Gene McConnell.

Minutes of the February 1, 2022 meeting of the County Commission and the Board of Review meetings on February 7 & 11, 2022, on motion of Commissioner Hevener, were unanimously approved.

Maintenance:

Eddie Simpson submitted updated estimate for changes to court reporter area in the courtroom in the amount of \$4,240.44. On motion of Commissioner Hartman, vote unanimous, changes to the court reporter area were approved.

Diana Mitchell, 911 Director, told the Commission that five applications for part-time dispatchers have been given out, but none have been returned as of this date. The ad has been in the newspaper and on social media.

Rick Gillespie, Emergency Services Coordinator, received a firm quote from Discount Communications & Electronics in the amount of \$85,743.38 to upgrade the 911 emergency call system. The funds will come out of ARPA money. The existing system is about two years beyond the projected life span.

Laura Brown, EDA Director, received word that the questions answered for the Emergency Connectivity Fund (ECF) were sufficient and no additional information was needed at this time. She also heard from Lingo that the WV Broadband Council had contacted them for additional information about their company. She stated that this is promising news for our grant.

Commissioner McConnell mentioned that the Board of Education building may be available to purchase. He feels that given the cost of construction, the Commission should look into the feasibility

of adapting this building as an annex in lieu of the current annex plans. Commissioner Hevener stated that it had been looked at before and would need a lot of work plus would have to install an elevator. Omni Architects will come and look at the building to see if it would be possible and/or cheaper to adapt.

The Farmland Protection Board has three members up for re-appointment. They are Dale Walker, representing Soil Conservation District, Kim Ruddle, representing the EDA, and Gary Swecker. Dale Walker and Kim Ruddle are no longer affiliated with those organizations and will need to be replaced. Commissioner Hevener stated that Lois Carr, the new representative for Soil Conservation District and Amber Nesselrodt, representing the EDA, have been contacted. Amber has indicated she would be willing to be appointed but have not received a response from Lois Carr or Gary Swecker as of this date. The Commission agreed to table the appointments until the next meeting.

There was discussion on forest service emergency calls regarding tourists who are visiting the national forests and get stuck and/or lost. If the 911 center is unable to verify the coordinates, then they have to send out the fire department, otherwise they are able to send a tow truck instead. The National Forest Service has recently put something out on social media about the Spruce Knob Road not being plowed in winter. Gene stated that he has contacted John Morgan with the Forest Service to schedule a meeting with the County to discuss the issue.

The Sheriff's financial statement for the month of January 2022 was reviewed and filed.

DATE: 2/04/22 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 9:39:23 BANK BALANCE AS OF 01/31/2022 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	2,311,168.25	143,714.09-	3,333.42	2,170,787.58
PENDLETON COUNTY 911	13,049.14	1,359.32-	.00	11,689.82
HOME DETENTION	64,647.24	8.58-	.00	64,638.66
RESERVE FOR SPEC EMERG	55,864.93	.00	.00	55,864.93
PARKS & REC	73,199.51	713.00-	.00	72,486.51
PCCB	592.43	285.95-	320.00	626.48
HEALTH REIMB	275,911.35	.00	.00	275,911.35
ASSESSOR'S VAL	120,598.96	5,400.00-	6,649.53	121,848.49
FINAN STABIL FUND	681,751.64	.00	.00	681,751.64
CONCEALED WEAPONS	19,948.69	225.00-	100.00	19,823.69
SPECIAL LAW ENFORCEMENT	3,471.39	.00	.00	3,471.39
COVID-19	.00	.00	.00	.00
AMER RES PLAN ACT	669,615.99	.00	.00	669,615.99
BOARD OF HEALTH	198,635.29	23,982.05-	.00	174,653.24
CLEARING ACCOUNT	.00	.00	.00	.00
FINANCIAL STAB.-CD 2	605,130.80	.00	.00	605,130.80
FINANCIAL STAB.-MONEY MAR	228,889.81	.00	.00	228,889.81
GENERAL CO 12 MONTH CD	273,826.96	.00	.00	273,826.96
GENERAL CO 6 MONTH CD	53,154.34	.00	.00	53,154.34
GENERAL CO MONEY MARKET	863,239.48	.00	.00	863,239.48
911 SUPER SAVINGS	591,817.97	.00	.00	591,817.97
911 24 MONTH CD	9,507.41	.00	.00	9,507.41
*** BANK TOTAL ***	7,114,021.58	175,687.99-	10,402.95	6,948,736.54
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,686.47	.00	.00	1,686.47
PEND CO HOUSING	66,093.00	.00	.00	66,093.00
*** BANK TOTAL ***	67,779.47	.00	.00	67,779.47
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	786.55	.00	.00	786.55
*** BANK TOTAL ***	786.55	.00	.00	786.55
*** COUNTY TOTAL ***	7,182,587.60	175,687.99-	10,402.95	7,017,302.56
CASH ON HAND				200.00
MAG. WITNESS				19.60
*** TOTAL ***				7,017,522.16

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	3220939.67	287954.68	283201.31-	3225693.04
FUND - 002	COAL SEVERANCE				
FUND 002	TOTALS	6064.55	4551.32	852.23-	9763.64
FUND - 003	DOG AND KENNEL				
FUND 003	TOTALS	7439.00	156.00	.00	7595.00
FUND - 004	GENERAL SCHOOL				
FUND 004	TOTALS	9956.75	714.30	.00	10671.05
FUND - 005	MAGISTRATE COURT				
FUND 005	TOTALS	4341.92	106.50	404.48-	4043.94
FUND - 006	WORTHLESS CHECK				
FUND 006	TOTALS	1686.47	.00	.00	1686.47
FUND - 007	PEND CO 911				
FUND 007	TOTALS	668054.29	8258.64	63297.73-	613015.20
FUND - 008	HOME DETENTION				
FUND 008	TOTALS	64152.56	855.00	368.90-	64638.66
FUND - 011	RES FOR SPEC EMERG				
FUND 011	TOTALS	55860.19	4.74	.00	55864.93
FUND - 013	BOARD OF PARKS				
FUND 013	TOTALS	67594.69	6332.45	1440.63-	72486.51
FUND - 024	PEND CO HOUSING				
FUND 024	TOTALS	66087.35	5.65	.00	66093.00
FUND - 025	CHCB				
FUND 025	TOTALS	786.55	.00	.00	786.55
FUND - 026	PCCB				
FUND 026	TOTALS	198.13-	1110.56	285.95-	626.48
FUND - 052	HEALTH REIMB				
FUND 052	TOTALS	275848.12	950.41	887.18-	275911.35
FUND - 056	ASSESSOR VALUATION				
FUND 056	TOTALS	138807.31	6928.97	23887.79-	121848.49
FUND - 058	FINAN STABIL FUND				
FUND 058	TOTALS	1514414.66	1357.59	.00	1515772.25
FUND - 059	CONCEALED WEAPONS				
FUND 059	TOTALS	19558.69	265.00	.00	19823.69
FUND - 073	SPEC LAW ENF INVEST				
FUND 073	TOTALS	3221.33	250.06	.00	3471.39
FUND - 206	COVID-19				
FUND 206	TOTALS	1413.50	.00	1413.50-	.00
FUND - 207	AMER RES PLAN ACT				
FUND 207	TOTALS	675833.50	.00	6217.51-	669615.99
FUND - 312	CRIMINAL CHARGES				
FUND 312	TOTALS	.00	25.00	25.00-	.00
FUND - 313	COURT REPORTER				
FUND 313	TOTALS	.00	120.00	120.00-	.00
FUND - 314	STATE FINES				
FUND 314	TOTALS	.00	90.00	90.00-	.00
FUND - 315	STATE POLICE				
FUND 315	TOTALS	.00	225.00	225.00-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	1489.26	1489.26-	.00
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	98276.45	.00	.00	98276.45
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	195156.38	24754.65	45257.79-	174653.24
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	114708.78	114708.78-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	597.82	597.82-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	200.56	200.56-	.00
	FINAL TOTALS	7100480.64	462012.94	544971.42-	7017522.16
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	7,182,587.60			
	ORDERS/DEBITS OUTSTANDING:	175,687.99-			
	DEPOSITS/CREDITS OUTSTANDING:	10,402.95			
	NET BANK BALANCE	7,017,302.56			
	CASH ON HAND	200.00			
	MAG. WITNESS	19.60			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	7,017,522.16			

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 January 2022 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 8 day of Feb. 2022

Chadwick L. Bowers Sheriff of Pendleton County

The Commission scheduled a budget workshop meeting for Wednesday, February 23, 2022 at 9:00 a.m. Budget requests were tabled until that meeting.

Laura Brown brought up about doing a County Strategic Plan as one of the requirements of her contract. She said according to the WV Code, a comprehensive plan is to come from the Planning Commission. Laura also stated that some grants like to see a comprehensive plan. At this time, the County does not have a Planning Commission. The Commission tabled this until further discussion and review.

THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS, EXECUTORS, ETC., DONE BY THE CLERK IN VACATION OF THE COMMISSION, WERE THIS DAY PRESENTED TO THE COMMISSION AND ON MOTION OF COMMISSIONER HEVENER, WERE UNANIMOUSLY APPROVED.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, January 31, 2022, through Friday, February 11, 2022

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, January 31, 2022, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **LANNY A. PROPST** was appointed and qualified as ADMINISTRATOR of the estate of **SADIE BELLE PROPST**, deceased. Bond was 75,000.00.

On, Thursday, February 3, 2022, the following matters were disposed of in the presence of the Clerk:

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

ARLIE S. JUDY, JR., who was named in the last will and testament of **JESSE RAY JUDY**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Tuesday, February 8, 2022, the following matters were disposed of in the presence of the Clerk:

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

PATRICIA ALT, who was named in the last will and testament of **JAMES J. GARRETT**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Wednesday, February 9, 2022, the following matters were disposed of in the presence of the Clerk:

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

MARILYN V. BONNETT, who was named in the last will and testament of **PATTI JO VIA**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Elise M. White

Friday, February 11, 2022

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

Estate: 610

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION AND ON MOTION OF COMMISSIONER HARTMAN, WERE UNANIMOUSLY APPROVED:

Robert Greig Livingston, Jr., as Administrator of the **Estate of La Dona Kay Livingston, deceased;** Waiver of Final Settlement

Wanda Mowery, as Administratrix of the **Estate of David Clark Mowery, deceased;** Affidavit and Waiver of Final Settlement

Mary Janette Propst, as Executrix of the **Estate of Lynn M. Rexrode, 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. 32771 – 32816	\$71,762.42
DOG FUND:	Check No. 432	\$47.70
MAGISTRATE COURT FUND:	Check No. 300134	\$140.00
911 FUND:	Check Nos. 3691 – 3702	\$37,757.54
HOME CONFINEMENT FUND:	Check No. 265	\$268.85
CLINTON HEDRICK CB FUND:	Check Nos. 1095 - 1096	\$219.86
PENDLETON COUNTY CB FUND:	Check Nos. 1190 – 1192	\$1,602.78

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER HEVENER, VOTE UNANIMOUS, UNTIL WEDNESDAY, FEBRUARY 23, 2022.

President