

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JANUARY 16, 2024 AT 10:38 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; LAURA BROWN, SRRDA DIRECTOR; MIKE ALT, TINA EYE, JEREMY HEDRICK; STEPHEN SMOOT, THE PENDLETON TIMES, BY PHONE**

Commissioner Dahmer led those present in prayer.

Commissioner Hevener called the meeting to order.

Minutes of the January 4, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

No major issues. Bradley Kimble & Tristan Wagoner have been doing the snow removal.

Rick Gillespie, Emergency Services Coordinator, told the Commission that the Seneca Rocks Tower grant had been approved by the PSC and should be receiving the funds in a couple of weeks.

Laura Brown, SRRDA Director, announced that there is a Broadband Council meeting scheduled for Friday, February 2, 2024 at 10:00 a.m. Jeff Hartley, with The Thrasher Group, will be in attendance. She also mentioned that the EDA has been awarded a Building Resilient Economies in Coal Communities Challenge (BRECC) for technical assistance with the Franklin Innovation Hub.

Ms. Brown also inquired of the Commission what they would be able to contribute as the match for the local economic development grant that they receive each year. Commissioner Hevener stated that they would discuss this more at budget time.

Karen Pitsenbarger, County Administrator, said she had received an email that the Administrative Office of the Supreme Court had signed off on the annex drawings.

Commissioner Hevener, Mike Alt, Tina Eye and Jeremy Hedrick attended the EMS (Emergency Medical Services) Day at the Legislature at the WV Capitol in Charleston on Monday to talk with members of the legislature about concerns for emergency medical services in the County.

On motion of Commissioner Dahmer, vote unanimous, the Commission signed a Memorandum of Understanding (MOU) with Pendleton County Emergency Rescue (PCER) for reimbursement of funds from the West Virginia Emergency Medical Services Salary Enhancement Funds the Commission received from the State.

Mike Alt informed the Commission that the person who had been plowing at the rescue squad section of the Clinton Hedrick Community Building (CHCB) is no longer able to do it. He will obtain an estimate from another individual for plowing the whole lot at CHCB.

On motion of Commissioner Bennett, vote unanimous, the Commission signed the contracts with GST for IT services. The monthly fees will remain the same as last year: \$305.00 at Pendleton County Community Building (PCCB), \$466.00 at the 911 Center, and \$862.00 at the Courthouse.

Sue Harper, Pendleton County Library, sent a letter stating that two board members had resigned, Brenna Mitchell and George Armstrong. She recommended that Mary P. Warner and Charles Burgoyne be appointed to replace them.


On motion of Commissioner Bennett, vote unanimous, the Commission appointed Mary P. Warner with term ending June 30, 2026 and Charles Burgoyne with term ending June 30, 2027.

The Commission reviewed the Sheriff’s December 2023 monthly financial statement.

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.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

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Estate from Tuesday, January 2, 2024, through Friday, January 12, 2024

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, Tuesday, January 2, 2024, the following matters were disposed of in the presence of the Clerk:

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

**ZANE GOOD**, who was named in the last will and testament of **EDWARD C. PIOTROWSKI**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

**APRIL DAVIS**, who was named in the last will and testament of **MARY E. MICK**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, January 4, 2024, the following matters were disposed of in the presence of the Clerk:

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

**GARY A. SHEFFER**, who was named in the last will and testament of **NAOMI WILFONG MITCHELL**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Friday, January 5, 2024, the following matters were disposed of in the presence of the Clerk:

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

**ROSIE THOMAS AKA ROSALIE THOMAS**, who was named in the last will and testament of **JEFFREY HAL EVICK**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, January 12, 2024, the following matters were disposed of in the presence of the Clerk:

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

**LORI MALLOW RAINES**, who was named in the last will and testament of **BETTY GAY MALLOW**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

Joshua T. Nesselrodt, Executor of the **Estate of Charles E. Nesselrodt, deceased**; Report of Receipts, Disbursements and Distribution

Christina R. Simmons, Executrix of the **Estate of David W. Simmons, deceased**; Affidavit and Waiver of Final Settlement

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 Bennett, and unanimously confirmed.

There were no exonerations.

The Commission reviewed the employee January timesheets.

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

GENERAL COUNTY FUND:	Check Nos. 34542 – 34572	\$64,102.32
	January Payroll	\$227,212.89
COAL SEVERANCE FUND:	Check Nos. 200208 - 200212	\$1,129.22
MAGISTRATE COURT FUND:	Check No. 300210	\$24.00
911 FUND:	Check Nos. 4117 – 4125	\$45,670.50
HOME CONFINEMENT FUND:	Check Nos. 325 - 326	\$434.60
PARKS & RECREATION FUND:	Check Nos. 1415 - 1416	\$114.97
PENDLETON COUNTY CB FUND:	Check Nos. 1239 – 1241	\$284.17

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, FEBRUARY 6, 2024.

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President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,325,805.15	38,115.95-	7,133.33	1,294,822.53
PENDLETON COUNTY 911	81,474.88	2,891.78-	3,797.96	82,381.06
HOME DETENTION	88,179.40	.00	105.00	88,284.40
PARKS & REC	74,344.76	.00	.00	74,344.76
CHCB	194.41	100.41-	.00	94.00
PCCB	1,590.36	492.09-	.00	1,098.27
OPIOID SETTLEMENT	.00	.00	121,700.55	121,700.55
CO FIRE PROTECTION	10,159.12	.00	.00	10,159.12
EMS SALARY ENHANCEMENT	.00	.00	.00	.00
HEALTH REIMB	226,609.36	.00	.00	226,609.36
ASSESSOR'S VAL	184,389.39	105.60-	1,446.98	185,730.77
CONCEALED WEAPONS	8,232.76	350.00-	50.00	7,932.76
ELECTION ADMIN	1,544.77	.00	.00	1,544.77
REAL PROP-E RECORDING	1,544.77	.00	.00	1,544.77
SPECIAL LAW ENFORCEMENT	13,298.40	.00	.00	13,298.40
AMER RES PLAN ACT	939,402.69	11,350.00-	.00	928,052.69
CERTIFIED TO STATE	874.70	.00	.00	874.70
BOARD OF HEALTH	279,651.27	10,599.62-	410.42	269,462.07
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	57,684.29	.00	.00	57,684.29
FINANCIAL STAB.-MONEY MAR	236,597.48	.00	.00	236,597.48
FINAN STABIL FUND	1,338,753.00	.00	.00	1,338,753.00
GENERAL CO MONEY MARKET	1,512,807.48	.00	.00	1,512,807.48
GEN CO CD	1,551,369.25	.00	.00	1,551,369.25
PEN CO 911 FEES FUND MM	459,610.41	.00	.00	459,610.41
911 CD FEES FUND	102,997.31	.00	.00	102,997.31
*** BANK TOTAL ***	8,497,115.41	64,005.45-	134,644.24	8,567,754.20

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,989.21	.00	.00	1,989.21
PEND CO HOUSING	69,726.63	.00	.00	69,726.63
*** BANK TOTAL ***	71,715.84	.00	.00	71,715.84

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	8,568,831.25	64,005.45-	134,644.24	8,639,470.04
CASH ON HAND				200.00
*** TOTAL ***				8,639,670.04

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		4364470.67	134895.13	264314.99-	4235050.81
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		14900.59	.00	1418.99-	13481.60
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		9191.99	36.00	32.40-	9195.59
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		25218.90	2299.86	.00	27518.76
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		1009.67	160.00	48.00-	1121.67
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1988.71	.50	.00	1989.21
FUND - 007	PEND CO 911				
FUND 007 TOTALS		714931.28	9546.18	79488.68-	644988.78
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		87360.40	1730.00	806.00-	88284.40
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		57516.01	168.28	.00	57684.29
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		75963.87	65.00	1684.11-	74344.76
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		69519.71	206.92	.00	69726.63
FUND - 025	CHCB				
FUND 025 TOTALS		94.00	.00	.00	94.00

DATE: 1/04/24 TIME: 15:00:29		PENDLETON COUNTY FINANCIAL STATEMENT MONTH ENDING- 12/2023		PROG: SA058B	
ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1267.71	751.12	920.56-	1098.27
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	.00	121700.55	.00	121700.55
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	.00	10159.12	.00	10159.12
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	.00	.00	.00	.00
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	231498.18	1575.36	6464.18-	226609.36
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	184895.97	1533.43	698.63-	185730.77
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1570617.31	4733.17	.00	1575350.48
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	7622.76	310.00	.00	7932.76
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	1314.27	230.50	.00	1544.77
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	1314.27	230.50	.00	1544.77
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	13297.27	1.13	.00	13298.40
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	942782.45	.00	14729.76-	928052.69
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	.00	.00	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	285.00	285.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	75.00	275.00	350.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	32.35	371.24	403.59-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	7722.23	1662.47	8510.00-	874.70
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	286599.50	6047.93	23185.36-	269462.07
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	2456.42	31820.84	34277.26-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	114.55	1900.92	2015.47-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	10158.54	511.12	10669.66-	.00
	FINAL TOTALS	8756765.41	333207.27	450302.64-	8639670.04
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,568,831.25			
	ORDERS/DEBITS OUTSTANDING:	64,005.45-			
	DEPOSITS/CREDITS OUTSTANDING:	134,644.24			
	NET BANK BALANCE	8,639,470.04			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,639,670.04			

I, Bradley D. Kimble 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. 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 5 day of Jan. 2024

Bradley D. Kimble Sheriff of Pendleton County