

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JANUARY 17, 2023 AT 9:00 A.M.

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

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; CHAD BOWERS, SHERIFF; APRIL MALLOW, PROSECUTING ATTORNEY; LAURA BROWN, EDA DIRECTOR; BECKY MCCONNELL, PENDLETON COUNTY LIBRARY DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES

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

Minutes of the January 3, 2023 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

April Mallow, Prosecuting Attorney, reported that there are still some issues with the heating in her office. Both Commissioner Hevener and Karen Pitsenbarger, County Administrator, have discussed the problem with the landlord.

Becky McConnell, Director, gave a presentation on the activities and programs at the Pendleton County Library for 2022. She gave a synopsis of the various things the library does for the public. She mentioned that there were a couple of maintenance problems they were working on. She thanked the Commission for their support in the past and requested continued financial support for the 2023-2024 fiscal year.

Rick Gillespie, Emergency Services Coordinator, reported that the telephone system upgrade at 911 is in process. The transfer to the new system should be taking place tomorrow. He mentioned that the administrative lines also need upgrading. The estimated cost for that would be \$10,000 - \$12,000. The Commission agreed that the upgrade should be done.

Mr. Gillespie also drafted a letter for the Commission to send to our Congressional leaders with our concerns for the National Quiet Zone and new Department of Defense missions that may be added to Greenbank and adversely affect our County with a stricter quiet zone.

Mr. Gillespie also asked the Commission to consider working with Region 8 in obtaining a possible infrastructure grant to fix the parking lot at the Pendleton County Community Building (PCCB). Estimated cost could run between \$350,000 and \$500,000.

Laura Brown, EDA Director, reported that the broadband application in conjunction with Grant County was submitted last week for the Smoke Hole area.

There was nothing new to discuss regarding the Courthouse Annex.

On motion of Commissioner Bennett, vote unanimous, the third budget revision for General County was approved.

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

Person To Contact Regarding Request:
Name: Elise M. White
Phone: 304-358-2505
Fax: 304-358-2473
Email: countyclerk@pendcowv.com

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Pendleton County Commission
GOVERNMENT ENTITY

CONTROL NUMBER
FY: 2023
Fund: 1
Rev. No.: 3
Pages: 1

P.O. Box 1167
STREET OR PO BOX
Franklin
CITY
26807
ZIP CODE

COUNTY
Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
325	Federal Payment in Lieu of Taxes	200,000	700,000		900,000
365	Interest Earned	3,000	30,000		33,000
366	Miscellaneous Revenue	4,000	4,500		8,500
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			734,500		

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
406	Assessor	207,475	2,708		210,183
424	Courthouse	185,800	85,970		271,770
443	State Grants	10,000	1,000		11,000
700	Sheriff-Law Enforcement	459,645	7,100		466,745
960	General Government	1,627,490	637,722		2,265,212
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			734,500		

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Div. Date

Elise M. White
AUTHORIZED SIGNATURE
OF ENTITY

1/17/2023
APPROVAL
DATE

RESOLUTION

At a regular session of the Pendleton County Commission, held January 17, 2023 the following order was made and entered:

SUBJECT: The revision of the General County Levy Estimate 2022-2023 Budget for the County of Pendleton. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the County Commission does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number three, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Commissioner Jimmie Bennett, and duly seconded by Commissioner Roger Dahmer, the vote thereon was as follows:

Commissioner Carl Hevener - Yes

Commissioner Roger Dahmer - Yes

Commissioner Jimmie Bennett - Yes

WHEREUPON, Carl Hevener, President, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the County Clerk, Elise M. White is authorized to fix her signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

The Division of Forestry lease for office space in PCCB is up for renewal. The current two-year lease is for \$10.91 per square foot for a total of \$1,200 annually. The Commission recommending asking for an increase to \$12.00 per square foot for a total of \$1,320 annually.

The Sheriff’s monthly financial statement for December 2022 was reviewed.

DATE: 1/04/23
TIME: 11:43:45

SHERIFF'S ACCOUNTING SYSTEM
BANK BALANCE AS OF 12/31/2022

PAGE: 1
PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,384,871.01	58,511.65-	3,819.37	1,330,178.73
PENDLETON COUNTY 911	91,126.46	9,481.22-	43.00	81,688.24
HOME DETENTION	78,840.41	.00	105.00	78,945.41
RESERVE FOR SPEC EMERG	55,916.08	.00	.00	55,916.08
PARKS & REC	77,051.99	.00	.00	77,051.99
PCCB	782.46	.00	200.56	983.02
HEALTH REIMB	252,975.65	.00	.00	252,975.65
ASSESSOR'S VAL	159,660.40	500.27-	1,864.57	161,024.70
FINAN STABIL FUND	692,946.82	.00	.00	692,946.82
CONCEALED WEAPONS	17,007.58	317.00-	.00	16,690.58
SPECIAL LAW ENFORCEMENT	471.64	.00	.00	471.64
AMER RES PLAN ACT	1,154,411.37	.00	.00	1,154,411.37
BOARD OF HEALTH	213,014.11	18,381.70-	.00	194,632.41
CLEARING ACCOUNT	200.56	200.56-	.00	.00
FINANCIAL STAB.-CD 2	608,462.31	.00	.00	608,462.31
FINANCIAL STAB.-MONEY MAR	229,384.18	.00	.00	229,384.18
GENERAL CO MONEY MARKET	2,957,418.43	.00	.00	2,957,418.43
911 SUPER SAVINGS	592,359.77	.00	.00	592,359.77
911 24 MONTH CD	9,526.45	.00	.00	9,526.45
*** BANK TOTAL ***	8,576,427.68	87,392.40-	6,032.50	8,495,067.78

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,862.28	.00	.00	1,862.28
PEND CO HOUSING	67,183.34	.00	.00	67,183.34
*** BANK TOTAL ***	69,045.62	.00	.00	69,045.62

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	83.39	83.39-	.00	.00
*** BANK TOTAL ***	83.39	83.39-	.00	.00

*** COUNTY TOTAL ***	8,645,556.69	87,475.79-	6,032.50	8,564,113.40
CASH ON HAND				200.00
*** TOTAL ***				8,564,313.40

DATE: 1/04/23
TIME: 11:45:47

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 12/2022

PROG: SA058B

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		4321321.18	144734.54	310408.94-	4155646.78
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		19328.19	.00	1391.41-	17936.78
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		7302.60	.00	.00	7302.60
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		33232.74	3613.00	25000.00-	11845.74
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		2432.17	270.00	508.00-	2194.17
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1861.90	.38	.00	1862.28
FUND - 007	PEND CO 911				
FUND 007 TOTALS		730876.62	8396.92	55699.08-	683574.46
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		73439.41	5810.00	304.00-	78945.41
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		55911.33	4.75	.00	55916.08
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		78389.26	100.00	1437.27-	77051.99
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		66981.37	201.97	.00	67183.34
FUND - 025	CHCB				
FUND 025 TOTALS		381.87	.00	381.87-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1853.46	810.56	1681.00-	983.02
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	259840.74	20.02	6885.11-	252975.65
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	167955.40	2092.07	9022.77-	161024.70
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1529381.34	1411.97	.00	1530793.31
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	16627.58	205.00	142.00-	16690.58
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	471.64	.00	.00	471.64
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	1154411.37	.00	.00	1154411.37
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	100.00	100.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	30.00	30.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	165.00	165.00-	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	175.00	175.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	399.50	399.50-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	88047.45	.00	.00	88047.45
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	234886.68	2972.69	43226.96-	194632.41
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	36630.28	36630.28-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	2608.83	2608.83-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	501.12	501.12-	.00
	FINAL TOTALS	8849757.94	211253.60	496698.14-	8564313.40
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,645,556.69			
	ORDERS/DEBITS OUTSTANDING:	87,475.79-			
	DEPOSITS/CREDITS OUTSTANDING:	6,032.50			
	NET BANK BALANCE	8,564,113.40			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,564,313.40			

I, Charles J. Bous, 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 December 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 16 day of January

Charles J. Bous 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 ON MOTION OF COMMISSIONER BENNETT, AND UNANIMOUSLY CONFIRMED.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Thursday, December 29, 2022, through Friday, January 13, 2023

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, Wednesday, January 4, 2023, 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, **REBECCA M. TETER** was appointed and qualified as ADMINISTRATRIX of the estate of **RANDOLPH MALCOM TETER**, deceased. Bond was 5,000.00.

On, Thursday, January 5, 2023, the following matters were disposed of in the presence of the Clerk:

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

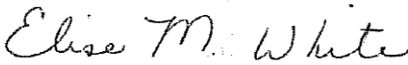
DIANE KOCH, who was named in the last will and testament of **LENZA BENNETT**, deceased, as ADMINISTRATOR CTA DBN thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **DIANE KOCH** was appointed and qualified as ADMINISTRATRIX of the estate of **STANLEY L. BENNETT**, deceased. Bond was 50,000.00.

On, Wednesday, January 11, 2023, the following matters were disposed of in the presence of the Clerk:

The said estate of **EUNICE KISAMORE**, deceased was referred to **ISAAC SPONAUGLE**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

The said estate of **DENTON KISAMORE**, deceased was referred to **ISAAC SPONAUGLE**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.



Elise M. White
Clerk of the Pendleton County Commission

Friday, January 13, 2023

Confirmed

Estate: 700
FiduciaryReport

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

Thomas Faust, Executor of the **Estate of William E. Stevens, deceased**; Waiver of Final Settlement

Sandra Moats, Executrix of the **Estate of Boyd Joseph Moats, deceased**; Report of Receipts, Disbursements and Distribution

The following exoneration was approved on motion of Commissioner Dahmer, vote unanimous:

Vanderbilt Mortgage & Finance, Sugar Grove District, \$149.12

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 33715 – 33755	\$131,025.68
COAL SEVERANCE FUND:	Check Nos. 200139 - 200142	\$999.73
DOG FUND:	Check Nos. 441 – 442	\$450.00
MAGISTRATE COURT FUND:	Check Nos. 300176 - 300178	\$223.00
911 FUND:	Check Nos. 3905 – 3912	\$45,394.67
HOME CONFINEMENT FUND:	Check Nos. 294 – 295	\$1,458.71
PARKS & RECREATION FUND:	Check Nos. 1319 - 1323	\$352.22
PENDLETON COUNTY CB FUND:	Check Nos. 1216 - 1217	\$695.91

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER DAHMER, VOTE UNANIMOUS, UNTIL TUESDAY, FEBRUARY 7, 2023.

President