

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JANUARY 19, 2021 AT 9:00 A.M.

COMMISSIONERS PRESENT: GENE McCONNELL, PRESIDENT; CARL HEVENER

COUNTY EMPLOYEES PRESENT: ELISE WHITE, COUNTY CLERK; APRIL MALLOW, PROSECUTING ATTORNEY

PUBLIC PRESENT: SHAWN STINSON, THE PENDLETON TIMES

Minutes of the January 5, 2020 meeting of the County Commission, on motion of Carl Hevener, were unanimously approved.

Maintenance:

No maintenance issues to report.

No representative from the Pendleton County Health Department attended the meeting. There has been an increase in COVID-19 cases in the county over the last few weeks. There is concern that Pendleton County has not been included in recent regional vaccine distribution events. Carmen Rexrode, County Health Director, has inquired of the WV DHHR and Bill Crouch as to why we are being excluded.

Diana Mitchell, 911 Director, has been helping the health department with the vaccines as have other rescue squad members. Most of her employees have received the vaccine. They have been cleaning regularly and restrict who can come into the 911 center. They have also been social distancing as much as possible.

Diana stated that they are still having issues with the ANI (Automatic Number Identification) and ALI (Automatic Location Identification) aspects. She has not been able to get in touch with the 911 specialist in Charleston. Gene McConnell said he would also contact Charleston to have them address this issue so that it can be fixed. Diana said the directions have been working well.

The EDA position update was postponed until the next meeting.

On motion of Carl Hevener, vote unanimous, the Commission approved a Budget Revision to the General County Fund for fiscal year 2021.

RESOLUTION

At a regular session of the Pendleton County Commission, held January 19, 2021 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate 2020-2021 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 two, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Carl Hevener, and duly seconded by Gene McConnell, the vote thereon was as follows:

Gene McConnell - Yes

Carl Hevener - Yes

WHEREUPON, Gene McConnell, 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.

LGSD BR (Ver. 2020)

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

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)

CONTROL NUMBER
FY: 2021
Fund: 1
Rev. No. 2
Pages: 1

Pendleton County Commission

GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: Elise M. White
Phone: 304-358-2505
Fax: 304-358-2473

P.O. Box 1187

STREET OR PO BOX

COUNTY

Government Type

Email: countyclerk@pencowv.com

Franklin

26807

CITY

ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
309	Hotel Occupancy Tax	60,000	10,400		70,400
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			10,400		

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

10,400

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
405	Prosecuting Attorney	178,269	20,200		198,469
408	Statewide Computer Network	12,650	4,000		16,650
700	Sheriff-Law Enforcement	289,098	17,995		307,093
713	Fire Department	22,500	2,600		25,100
715	Ambulance Authority	22,500	2,600		25,100
911	Visitor's Bureau	30,000	5,200		35,200
699	Contingencies	640,560		42,195	598,365
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			10,400		

NET INCREASE/(DECREASE) Expenditures

10,400

APPROVED BY THE STATE AUDITOR

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

Elise M. White
AUTHORIZED SIGNATURE OF ENTITY

1/19/2021
APPROVAL DATE

The Sheriff's Monthly Financial Statement for December 2020 was reviewed and filed.

DATE: 1/12/21 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 9:48:35 BANK BALANCE AS OF 12/31/2020 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,323,023.30	83,190.93-	830.32	1,240,662.69
PENDLETON COUNTY 911	78,618.75	6,895.67-	.00	71,723.08
HOME DETENTION	57,684.84	176.48-	.00	57,508.36
RESERVE FOR SPEC EMERG	55,804.36	.00	.00	55,804.36
PARKS & REC	74,325.41	.00	.00	74,325.41
PCCB	1,696.93	.00	.00	1,696.93
HEALTH REIMB	275,474.25	.00	.00	275,474.25
ASSESSOR'S VAL	93,127.95	8,315.00-	1,719.78	86,532.73
FINAN STABIL FUND	668,712.41	.00	.00	668,712.41
CONCEALED WEAPONS	16,820.98	300.00-	.00	16,520.98
SPECIAL LAW ENFORCEMENT	3,078.69	.00	.00	3,078.69
COVID-19	10,992.84	.00	.00	10,992.84
BOARD OF HEALTH	292,366.47	21,722.96-	.00	270,643.51
CLEARING ACCOUNT	.00	.00	.00	.00
FINANCIAL STAB.-CD 2	601,204.48	.00	.00	601,204.48
FINANCIAL STAB.-MONEY MAR	607,938.95	.00	.00	607,938.95
GENERAL CO 12 MONTH CD	273,348.00	.00	.00	273,348.00
GENERAL CO 6 MONTH CD	53,094.67	.00	.00	53,094.67
GENERAL CO MONEY MARKET	481,322.03	.00	.00	481,322.03
911 SUPER SAVINGS	460,055.95	.00	.00	460,055.95
911 24 MONTH CD	9,462.94	.00	.00	9,462.94
*** BANK TOTAL ***	5,438,154.20	120,601.04-	2,550.10	5,320,103.26

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,560.84	.00	.00	1,560.84
PEND CO HOUSING	66,002.36	.00	.00	66,002.36
*** BANK TOTAL ***	67,563.20	.00	.00	67,563.20

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	830.94	.00	.00	830.94
*** BANK TOTAL ***	830.94	.00	.00	830.94
*** COUNTY TOTAL ***	5,506,548.34	120,601.04-	2,550.10	5,388,497.40
CASH ON HAND				200.00
*** TOTAL ***				5,388,697.40

DATE: 1/12/21
 TIME: 9:49:09

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 12/2020

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	2085490.47	129651.69	282752.13-	1932390.03
FUND - 002	COAL SEVERANCE				
FUND 002	TOTALS	12016.89	.00	3335.07-	8681.82
FUND - 003	DOG AND KENNEL				
FUND 003	TOTALS	5984.08	215.00	45.00-	6154.08
FUND - 004	GENERAL SCHOOL				
FUND 004	TOTALS	26137.39	1376.75	20000.00-	7514.14
FUND - 005	MAGISTRATE COURT				
FUND 005	TOTALS	7325.31	150.00	236.21-	7239.10
FUND - 006	WORTHLESS CHECK				
FUND 006	TOTALS	1560.64	.20	.00	1560.84
FUND - 007	PEND CO 911				
FUND 007	TOTALS	583510.85	8510.62	50779.50-	541241.97
FUND - 008	HOME DETENTION				
FUND 008	TOTALS	57038.26	638.00	167.90-	57508.36
FUND - 011	RES FOR SPEC EMERG				
FUND 011	TOTALS	55799.62	4.74	.00	55804.36
FUND - 013	BOARD OF PARKS				
FUND 013	TOTALS	76757.69	.00	2432.28-	74325.41
FUND - 024	PEND CO HOUSING				
FUND 024	TOTALS	65993.78	8.58	.00	66002.36
FUND - 025	CHCB				
FUND 025	TOTALS	20.94	810.00	.00	830.94

DATE: 1/12/21
TIME: 9:49:09

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 12/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1074.34	835.56	212.97-	1696.93
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	273140.52	2639.07	305.34-	275474.25
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	93619.47	2005.74	9092.48-	86532.73
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1875511.53	2344.31	.00	1877855.84
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	16155.98	365.00	.00	16520.98
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	3078.61	.08	.00	3078.69
FUND - 206	COVID-19				
	FUND 206 TOTALS	16724.44	.00	5731.60-	10992.84
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	405.00	405.00-	.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	300.00	300.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	481.81	481.81-	.00

DATE: 1/12/21
TIME: 9:49:09

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 12/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	81463.38	.00	.00	81463.38
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	257724.44	43936.33	31017.26-	270643.51
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	51705.26	51705.26-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	1814.34	1814.34-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	375.56	375.56-	.00
	FINAL TOTALS	5601313.47	248573.64	461189.71-	5388697.40
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	5,506,548.34			
	ORDERS/DEBITS OUTSTANDING:	120,601.04-			
	DEPOSITS/CREDITS OUTSTANDING:	2,550.10			
	NET BANK BALANCE	5,388,497.40			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	5,388,697.40			

I, Donald L. Hedrick 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 2020 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 12 day of JANUARY 2021

Donald L. Hedrick 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 CARL HEVENER, AND UNANIMOUSLY CONFIRMED.

The probate of the Last Will and Testament of the **Estate of George W. Conley, deceased.** Witnesses by affidavit, Tonia A. Kimble and Casey Rexrode. The appointment of Greg Paitsel as Executor of the **Estate of George W. Conley, deceased.** Bond not required per Last Will and Testament of deceased.

The probate of the Last Will and Testament of the **Estate of Norma S. Brandenburg, deceased.** Witnesses by affidavit, Ted W. Hudson and Judith L. Vantreese. The appointment of Henry Wakefield Brandenburg as Executor of the **Estate of Norma S. Brandenburg, deceased.** Bond not required per Last Will and Testament of deceased.

The appointment of Patricia Ann Owens as Administratrix of the **Estate of Jettie Mae Large, deceased.** Bond in the amount of \$4,000.00 with no surety required.

The probate of the Last Will and Testament of the **Estate of William Jacob Conrad, deceased.** Witnesses by affidavit, Tamara J. Smith and Louise Moore. The appointment of Carol A. Conrad as Executrix of the **Estate of William Jacob Conrad, deceased.** Bond not required per Last Will and Testament of deceased.

The probate of the Last Will and Testament of the **Estate of Ruth S. Hott, deceased.** Witnesses by affidavit, Rose Funkhouser and Morgan C. Dakin. The appointment of Kathy H. Minor as Executrix of the **Estate of Ruth S. Hott, deceased.** Bond not required per Last Will and Testament of deceased.

The appointment of Joel B. Fulwider as Administrator of the **Estate of Laura Puffenbarger, deceased.** Bond in the amount of \$20,000.00 with no surety required.

The probate of the Last Will and Testament of the **Estate of Ona G. Hedrick, deceased.** Witnesses by affidavit, Patricia M. Musgrove and Kayla Judy. The appointment of Mary L. Hedrick as Executrix of the **Estate of Ona G. Hedrick, deceased.** Bond not required per Last Will and Testament of deceased.

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED ON MOTION OF CARL HEVENER, UNANIMOUSLY CONFIRMED AND ORDERED RECORDED AND FILED:

Nicole Miller, as Administratrix of the **Estate of Alan R. Miller, Sr., deceased;** Affidavit and Waiver of Final Settlement

Connie Marie Hartman, as Administratrix of the **Estate of Tammy Sue Pennington, deceased;** Affidavit and Waiver of Final Settlement

Alvy F. Humphreys, III and James Robert Humphreys, as Co-Executors of the **Estate of Mary Ann Humphreys, deceased;** First and Final Settlement

There were no exonerations.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 31801 - 31839	\$71,640.08
COAL SEVERANCE FUND:	Check Nos. 200081 – 200086	\$2,282.78
MAGISTRATE COURT FUND:	Check Nos. 300084 - 300086	\$117.94
911 FUND:	Check Nos. 3477 – 3483	\$1,225.40
HOME CONFINEMENT FUND:	Check No. 251	\$134.00
PARKS & RECREATION FUND:	Check Nos. 1120 - 1122	\$1,612.56
CLINTON HEDRICK COMM. BLDG:	Check No. 1079	\$29.09
PENDLETON COMMUNITY BLDG:	Check Nos. 1168 - 1170	\$1,217.89

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, FEBRUARY 2, 2021.

President