

**AT A COUNTY COMMISSION CONTINUED AND HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE THEREOF, ON TUESDAY, JANUARY 22, 2019.**

**PRESENT: COMMISSIONERS GENE McCONNELL, CARL HEVENER AND CAROLE HARTMAN.**

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

Check Nos. 30149-30173 \$174,808.59

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

Check No. 200005 \$4,762.59

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

Check No. 392 \$50.00

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF 911 FUND:**

Check Nos. 3032-3034 \$289.14

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

Check Nos. 226-227 \$477.60

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF CLINTON HEDRICK COMMUNITY BUILDING FUND:**

Check No. 1024 \$27.21

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF PENDLETON COUNTY COMMUNITY BUILDING FUND:**

Check No. 1119 \$243.49

Minutes of the January 8, 2019 meeting of the County Commission were unanimously approved.

**Maintenance:**

The Courthouse generator will be needing some additional maintenance.

Black Brothers Painting gave an estimate in the amount of \$16,300 for painting of the side railing and all of the trim on the sides and back of the Courthouse along with the cupola. Carole Hartman made a motion, vote unanimous, to put out for open bid for the painting.

The Commission signed a request for reimbursement under the columns grant.

On motion of Carole Hartman, all commissioners voting in the affirmative, they adjourned into Executive Session at 9:05 a.m. to discuss a personnel issue. No action was taken during the Executive Session. Motion was made to reconvene into Regular Session at 9:21 a.m.

Laura Brown, Executive Director of Pendleton County Chamber of Commerce and Pendleton County Convention and Visitors Bureau (CVB) requested a letter of support from the County Commission to obtain a Class A ABC License for the Trout Fest to sell hard cider. A letter will be written and sent to the Chamber of Commerce.

On motion of Carole Hartman, vote unanimous, the Commission agreed to add the Hunting Ground 911 Tower cameras to the Commission website. The additional cost will be approximately \$6.00 per month.

Carole Hartman gave a report on installing cameras on Allegheny Mountain. She stated that Mark Scott, Commissioner in Randolph County will be discussing the issue at a Commission meeting this week. Rick Gillespie was concerned whether the link to the cameras from the Commission website would still be available once the website is changed. It was determined that there should be no problem with having the link on the new website. The Commission will wait to hear from Randolph County before moving forward.

The Commission signed the agreement with the Potomac Valley Conservation District for the 2019 fiscal period that was budgeted in the amount of \$7,500.00.

On motion of Carl Hevener, vote was unanimous, the Commission signed a yearly telephone maintenance agreement with Cornerstone Technology Services, LLC in the amount of \$4,762.59.

Gene McConnell reviewed the contract from Ryan Pace Communications Management, LLC for designing and maintaining the Commission website. On motion of Carl Hevener, vote unanimous, the contract was signed.

Gene McConnell spoke with Kevin Sponaugle, Prosecuting Attorney, about the Violet K. Mitchell Estate. Upon his recommendation the Commission set a hearing date for February 5, 2019 at 9:30 a.m.

Carole Hartman discussed several issues in the Employee Handbook that need to be updated. Gene McConnell also discussed adding an insurance disclaimer. No decisions were made until further review of the handbook.

The Commission signed a letter notifying the State Tax Department that February 13, 2019 will be the last day before the close of the Board of Review and Equalization on February 19, 2019 for tax adjustments to be made on mineral interests in Pendleton County.

On motion of Carole Hartman, vote unanimous, the Commission approved a Budget Revision to the General County Fund for fiscal year 2019.

RESOLUTION

At a regular session of the Pendleton County Commission, held January 22, 2019 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate 2018-2019 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 one, a copy of which is entered as part of this record.

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

Gene McConnell - Yes

Carl Hevener - Yes

Carole Hartman - 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.

Ora Ash, Deputy State Auditor  
 West Virginia State Auditor's Office  
 153 West Main Street, Suite C  
 Clarksburg, WV 26302  
 Phone: 627-2415 ext. 5114  
 Fax: 627-2417

**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: 2019  
 Fund: 1  
 Rev. No. 2  
 Pages: 1

Pendleton County Commission

GOVERNMENT ENTITY

Person To Contact Regarding Request:

PO Box 1167

Name: Elise M. White

STREET OR PO BOX

COUNTY

Phone: 304-358-2505

Government Type

Fax: 304-358-2473

Franklin

26807

CITY

ZIP CODE

**REVENUES: (net each acct.)**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
309	Hotel Occupancy Tax	40,000	12,000		52,000
322	Federal Grants		329,322		329,322
323	State Grants		4,909		4,909
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

346,231

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
442	Federal Grants		329,322		329,322
443	State Grants		4,909		4,909
900	Parks & Recreation	17,500	6,000		23,500
911	Visitor's Bureau	20,000	6,000		26,000
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

346,231

APPROVED BY THE STATE AUDITOR

BY:

Deputy State Auditor, Local Government Services Div.

Date

*Elise M. White*

AUTHORIZED SIGNATURE  
OF ENTITY

1/22/2019

APPROVAL  
DATE

**THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS, EXECUTORS, ETC.,  
DONE BY THE CLERK IN VACATION OF THE COMMISSION, WERE THIS DAY  
PRESENTED TO THE COMMISSION, APPROVED AND CONFIRMED.**

The probation of the Last Will and Testament of **Samuel Keith Kile, deceased**; Witnesses by affidavit, Wanda L. Billmeyer and Tammy S. Lambert; The appointment of Kathleen Lotspeich as Executrix of the **Estate of Samuel Keith Kile, deceased**; Bond in the amount of \$500.00.

The appointment of Greg Adamson as Administrator of the **Estate of Charles Bradley Ruddle**. Bond in the amount of \$1,000.00.

The appointment of Randy G. Lambert as Administrator of the **Estate of Brenda Joyce Lambert**. Bond in the amount of \$5,000.00 with Ginger Turner as Surety.

The appointment of George I. Sponaugle, II as Fiduciary Commissioner in the **Estate of Herman William Alt**.

**THE FOLLOWING SETTLEMENT OF ACCOUNTS WERE THIS DAY PRESENTED  
TO THE COMMISSION, APPROVED AND ORDERED RECORDED AND FILED:**

George Edward Lovegrove II, Executor of the **Estate of Hattie Hiner Lovegrove, deceased**;  
Waiver of Final Settlement

Bruce D. Kimble, Administrator of the **Estate of Alvin V. Kimble, deceased**; Waiver of Final  
Settlement

There were no exonerations.

ORDERED THAT COMMISSION DO ADJOURN UNTIL TUESDAY, FEBRUARY 5, 2019.

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President