

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JANUARY 6, 2026 AT 9:00 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; DIANA MITCHELL, 911 DIRECTOR; SHERRY MONGOLD, SRRDA DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; MIKE ALT; JENNIFER TAYLOR-IDE

The Commission proceeded to elect a President for said Commission to serve for a period of one year beginning January 6, 2026, and Carl Hevener having been chosen by unanimous vote, it is ordered that the said Carl Hevener, be, and he is hereby elected President of the Pendleton County Commission for the term of one year beginning January 6, 2026.

Commissioner Dahmer led those present in prayer. Commissioner Hevener called the meeting to order. The Commission President invited all attending to join in the Pledge of Allegiance.

Minutes of the December 16, 2025 meeting on motion of Commissioner Dahmer, were unanimously approved.

Rick Gillespie, Emergency Services Coordinator, stated he expected to be able to move the OEM offices into the Pendleton County General Services Center (PCGSC) by the end of this month. The issue with the boiler using excessive fuel has been corrected and is now working more efficiently. He informed the Commission that Rexrode Remodeling, LLC was the only contractor who submitted a bid for the remainder of the work needed for the building. On motion of Commissioner Dahmer, vote unanimous, they approved to have Commissioner Hevener sign the contract for Rexrode Remodeling when it is completed.

Diana Mitchell, 911 Director, gave the Commission information on Level 3 accreditation with the West Virginia 911 Council that she had submitted. The Council will be doing an official presentation of approved accreditations on February 6, 2026.

Mr. Gillespie asked the Commission to schedule a public meeting for the 911 ordinance fee increase. The public meeting will be scheduled for Tuesday, February 3 at 6:30 p.m. The Commission will hold their regular meeting on that date at 5:00 p.m.

A Memorandum of Understanding (MOU) with the Pendleton County Board of Education for monetary assistance in the purchase of the replacement camera on North Fork Mountain was presented by Mr. Gillespie. The Commission approved to allow Commissioner Hevener to sign the MOU when completed upon motion of Commissioner Bennett, vote unanimous.

The Courthouse Annex project is moving along, albeit a little slower due to the delay of the brick layers and masons getting started. Work on the inside of the building is continuing.

On motion of Commissioner Dahmer, vote unanimous, one sheep claim was approved at the rate of \$75.00 per sheep killed by dogs. The claims had been properly verified by the Sheriff's Office.

On motion of Commissioner Dahmer, vote unanimous, these dates were set for the Board of Review and Equalization: January 29, February 4, 10, and 17, 2026. Anyone wishing to meet with the Commission during Board of Review must make an appointment with the County Clerk.

The Commissioners were assigned to serve on various boards as follows:

Carl Hevener	Potomac Valley Transit Authority Pendleton County EDA Seneca Rocks Regional EDA Extension Service Committee Region Eight Solid Waste Authority Region Eight Development Authority
Jimmie Bennett	Rural Schools Board of Health Hazard Mitigation Officer (Volunteer) LEPC
Roger Dahmer	Workforce Investment Board Eastern WV Community Action Farmland Protection Board Potomac Headwaters RC&D Community Corrections/Day Report Center

On motion of Commissioner Dahmer, vote unanimous, the Commission agreed to accept the mileage reimbursement rates for 2026 in accordance with Internal Revenue Service. The mileage rate will be 72.5 cents per mile beginning January 1, 2026.

The 2026 State Holiday Schedule and any additional holidays given by the Governor of West Virginia was approved on motion of Commissioner Dahmer, vote unanimous.

Elise White, County Clerk, presented the third budget revision for the General County Fund for fiscal year 2026, in addition to in-house line-item revisions. On motion of Commissioner Dahmer, vote unanimous, the revisions were approved.

In-house line-item revisions:

County Commission	Travel	700.00	
County Commission	Training	300.00	
County Commission	Refund/Reimbursements	1,500.00	
County Commission	Equipment		(2,500.00)
County Clerk	M&R Equipment	3,000.00	
County Clerk	Equipment		(3,000.00)
Prosecuting Attorney	M&R Equipment	800.00	
Prosecuting Attorney	Equipment		(800.00)
Courthouse	Telephone	3,000.00	
Courthouse	Equipment		(3,000.00)

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: 2026
 Fund: 1
 Rev. No. 3
 Pages: 1

Pendleton County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: **Elise M. White**
 Phone: **304-358-2505**
 Fax: **304-358-2473**
 Email: **countyclerk@pencowv.com**

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
322	Federal Grants	1,541,000	100,000		1,641,000
382	Refunds/Reimbursements (External Sources)	412,547	8,288		420,835
388	Transfers From Other Funds		49,194		49,194
393	Home Confinement Reimbursements		1,759		1,759
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			159,241		

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
401	County Commission	1,109,594		17,000	1,092,594
404	Sheriff-Treasurer	256,635	1,380		258,015
405	Prosecuting Attorney	341,959	346		342,305
425	Other Buildings	126,610	17,000		143,610
442	Federal Grants	1,541,000	149,194		1,690,194
700	Sheriff-Law Enforcement	795,296	7,855		803,151
711	Emergency Services/OES	349,008	466		349,474
	#N/A				
NET INCREASE/(DECREASE) Expenditures			159,241		

APPROVED BY THE STATE AUDITOR
 BY: Deputy State Auditor, Local Government Services Div. Date

Elise M. White 1/6/2026
 AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

RESOLUTION

At a regular session of the Pendleton County Commission, held January 6, 2026 the following order was made and entered:

SUBJECT: The revision of the General County Levy Estimate 2025-2026 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 Roger Dahmer, and duly seconded by Commissioner Jimmie Bennett, the vote thereon was as follows:

- Commissioner Carl Hevener - Yes
- Commissioner Roger Dahmer - Yes
- Commissioner Jimmie Bennett - Yes

WHEREUPON, Commissioner 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.

Mike Alt informed the Commission that the EMS Day in Charleston is scheduled for February 17, 2026. He will be attending.

On motion of Commissioner Dahmer, vote unanimous, the Commission went into Executive Session at 9:45 a.m. to discuss the IT contract, 911 personnel issues and PCGSC renovations.

At 11:40 a.m., Commissioner Dahmer made a motion, vote unanimous, to come out of Executive Session. No action was taken during Executive Session.

The Commission discussed with Stephen Smoot, Editor of the Pendleton Times, various concerns in Pendleton County for an article he is writing.

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.

The Last Will and Testament of **James W. Malcolm, aka James W. Malcom, deceased**, was admitted to probate and Holly Ann Riley was appointed Executrix. No bond required.

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

G. Isaac Sponaugle, III, Administrator of the **Estate of Jeffrey O. Simmons, deceased**; First and Final Settlement

There were no exonerations.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 36283 – 36314	\$50,069.24
COAL SEVERANCE FUND:	Check Nos. 200327 - 200329	\$552.18
DOG FUND:	Check No. 474	\$150.00
MAGISTRATE COURT FUND:	Check Nos. 300249 - 300250	\$96.00
911 FUND:	Check Nos. 4577– 4587	\$13,329.54
PARKS & RECREATION FUND:	Check Nos. 1610 - 1616	\$1,596.00
CLINTON HEDRICK CB FUND:	Check No. 1204	\$35.82
AMERICAN RESCUE PLAN FUND:	Check Nos. 147 – 148	\$23,034.60

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL THURSDAY, JANUARY 22, 2026.

President