

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JULY 2, 2024 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; STEPHEN SMOOT, THE PENDLETON TIMES; LAURA BROWN, FISHER MOUNTAIN; SHERRY MONGOLD, SENECA ROCKS REGIONAL DEVELOPMENT AUTHORITY (SRRDA); MIKE ALT, TINA EYE

Commissioner Dahmer led those present in prayer. Commissioner Hevener called the meeting to order.

Minutes of the June 18, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Commissioner Hevener discussed the parking of heavy trucks on the parking lot at the Pendleton County Community Building (PCCB). As the lot was recently paved, he recommended that signs be ordered stating no commercial trucks are allowed to park on the lot.

He also mentioned that the tent holes left in the parking lot by the Springfest tent had not been filled in after the event back in May. Commissioner Hevener filled them in yesterday.

Rick Gillespie, Emergency Services Coordinator, mentioned that there is a crack in the asphalt down the middle of the helipad area that has grass growing out of it. Commissioner Hevener stated he would check it out and see if it can be filled in also. Mr. Gillespie also mentioned that there were two trees growing near the wash bay and OEM storage shed that need to be removed.

Karen Pitsenbarger, County Administrator, informed the Commission that the storage building for the back parking lot has been ordered.

Laura Brown, Director of Development & Sales at Fisher Mountain, updated the Commission on improvements that have been made at Fisher Mountain. They currently have an agreement with the Pendleton County Public Service District for a water line extension, but are limited to the number of water taps. They would like for the County to obtain an independent water study from the Navy Base in Sugar Grove to Franklin. Mr. Gillespie shared concerns from an OEM and citizen perspective. He stated that the well at the 911 Center is still having issues. Ms. Brown said that with the study, there would be greater opportunities for grants for additional water lines. She recommended that the panel to select applicants to do the water study include someone from the Development Authority, County Commission, OEM, PSD and the Town.

On motion of Commissioner Dahmer, vote unanimous, the County will move forward to commission a water study for the area.

Commissioner Bennett made a motion, vote unanimous, to approve the resolution from the Farmland Protection Board reaffirming commitment to the voluntary Farmland Protection Act of 2020.

On motion of Commissioner Dahmer, vote unanimous, the Commission went into Executive Session to discuss a personnel issue at 9:30 a.m. The Commission adjourned out of Executive Session on motion of Commissioner Dahmer, vote unanimous at 10:10 a.m. No decisions were taken in Executive Session.

Mr. Gillespie gave an update on the Seneca Rocks Tower site. They are currently waiting for the gravel to be applied to the road and for the tower contractor to drill the foundation caissons and build the foundation.

The USDA is requesting additional information from the County before making a decision on the application for a loan for the annex. Mrs. Pitsenbarger is gathering that information.

On motion of Commissioner Dahmer, vote unanimous, Carl Hevener was reappointed to a four-year term to the WV Solid Waste Management Board.

The Commission reviewed the estimated carryover balance for General County for fiscal year 2025 as presented by Elise White, County Clerk.

A motion was made by Commissioner Bennett, vote was unanimous, to approve a Coal Severance Fund budget revision for fiscal year 2025 to appropriate the assigned fund balance ending June 30, 2024 in the amount of \$6,515 showing an increase of \$515 over the original budgeted amount.

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: 304-340-6090
Email: igs@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: 2025
Fund: 2
Rev. No. 1
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
298	Assigned Fund Balance	6,000	515		6,515
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 515

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
424	Courthouse	26,000	515		26,515
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 515

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

Elise M. White 7/2/2024
AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

RESOLUTION

At a regular session of the Pendleton County Commission, held July 2, 2024 the following order was made and entered:

SUBJECT: The revision of the Coal Severance Levy Estimate 2024-2025 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 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, 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.

The following exonerations, on motion of Commissioner Dahmer, vote unanimous, were approved:

Shelba Vincell, Franklin District, \$163.36 (2024 Tax Year)
Ronald Gregory Hayson, Sugar Grove District, \$4.72 (2021 Tax Year)
Ronald Gregory Hayson, Sugar Grove District, \$4.84 (2022 Tax Year)
Ronald Gregory Hayson, Sugar Grove District, \$4.97 (2023 Tax Year)
Ronald Gregory Hayson, Sugar Grove District, \$5.06 (2024 Tax Year)

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

Elmer Lee Bodkin, Administrator of the **Estate of Bonnie Aileen Bodkin, deceased**; Affidavit and Waiver of Final Settlement

The following appointments of administrators, executors, etc., done by the clerk in vacation of the Commission were approved on motion of Commissioner Bennett, vote unanimous.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Tuesday, June 18, 2024, through Sunday, June 30, 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, Monday, June 24, 2024, the following matters were disposed of in the presence of the Clerk:

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

BEVERLY S. VANCE, who was named in the last will and testament of SWEETIE VANCE, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Elise M. White

Monday, July 1, 2024

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 34960 – 35009	\$320,500.14
COAL SEVERANCE FUND:	Check Nos. 200244 – 200245	\$1,045.97
DOG FUND:	Check No. 456	\$172.80
MAGISTRATE COURT FUND:	Check No. 300222	\$24.00
911 FUND:	Check Nos. 4220 – 4229	\$52,358.59
PARKS & RECREATION FUND:	Check Nos. 1449 - 1455	\$2,532.85
CLINTON HEDRICK CB FUND:	Check Nos. 1159 - 1160	\$164.00

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, JULY 16, 2024.

President