

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JULY 21, 2026 AT 9:00 A.M.

COMMISSIONERS PRESENT: CARL HEVENER AND ROGER DAHMER; JIMMIE BENNETT WAS ABSENT

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; SHERRY MONGOLD, SRRDA DIRECTOR; TRISH SPONAUGLE, PFS COORDINATOR, POTOMAC HIGHLAND GUILD; MIKE ALT; JENNIFER TAYLOR-IDE

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

Minutes of the July 7, 2026 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Emergency Services Coordinator Rick Gillespie informed the Commission that they are nearing completion of the 911 NextGen project. They are testing this week. He also mentioned that Raleigh County had recently upgraded their system and had donated all of their CAD System equipment to our 911 as we are using that same system.

Mr. Gillespie stated that the concrete pad had been poured for the generator at the Pendleton County General Services Center (PCGSC). August 3 is the estimated date to place the generator.

The landscaping phase of the Courthouse Annex project is currently being done. Paving of the parking lot is tentatively scheduled for August 10. The County Clerk's office renovations are almost complete. The Circuit Clerk's furniture is expected to arrive on August 5. Everything is anticipated to be complete by the end of August.

Trish Sponaugle, Partnership for Success (PFS) Coordinator for the Potomac Highland Guild, introduced herself to the Commission. She anticipates having some youth who would like to visit in September and would have a proclamation for designating October as Prevention Month.

The Medical Emergency Absentee Voting Policy for the 2026 General Election was approved on motion of Commissioner Dahmer, vote unanimous.

The DNR Law Enforcement Lease Agreement for space at the PCGSC was discussed. The DNR wants to continue paying the monthly rent of \$200.56 that they paid for space in the Pendleton County Community Building (PCCB) under a five-year lease agreement. The new space at the PCGSC is larger and includes updated facilities. The Commissioners recommended to not accept the lease agreement on motion of Commissioner Hevener, vote unanimous. If the DNR Law Enforcement will not agree to an increased rent, they will have 90 days to vacate the premises. The Commission reviewed the Sheriff's June 2026 monthly financial statement.

Jennifer Taylor-Ide inquired if there was an update on the WVU College of Law Land Use and Sustainability Clinic project. Karen Pitsenbarger, County Administrator, mentioned that she has not heard anything from them for a while. The County has provided them with all the information that they had requested.

On motion of Commissioner Dahmer, vote unanimous, a budget revision for the FY2027 General County Fund to apply the carryover balance increase of \$56,272.00 and other additional revisions 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

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: 2027
Fund: 1
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

P.O. Box 1167

STREET OR PO BOX

COUNTY
Government Type

Email: countyclerk@pencowv.com

Franklin

CITY

26807
ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	1,250,000	56,272		1,306,272
306	Gas & Oil Severance Tax	30,000		10,000	20,000
325	Federal Payment in Lieu of Taxes	400,000	50,000		450,000
365	Interest Earned	60,000		20,000	40,000
367	Sheriff's Commission	15,000	15,000		30,000
397	Payroll Reimbursements	748,000	2,000		750,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			93,272		

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	935,631	27,056		962,687
402	County Clerk	356,267	3,809		360,076
403	Circuit Clerk	248,417	3,809		252,226
404	Sheriff-Treasurer	258,306	20,562		278,868
405	Prosecuting Attorney	276,194	6,569		282,763
406	Assessor	251,819	3,214		255,033
700	Sheriff-Law Enforcement	765,893	11,236		777,129
711	Emergency Services/OES	340,286	15,017		355,303
712	Communication Center	818,513	2,000		820,513
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			93,272		

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

Elise M. White
AUTHORIZED SIGNATURE OF ENTITY

7/21/2026
APPROVAL DATE

RESOLUTION

At a regular session of the Pendleton County Commission, held July 21, 2026 the following order was made and entered:

SUBJECT: The revision of the General County Levy Estimate 2026-2027 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 Roger Dahmer, and duly seconded by Commissioner Carl Hevener, the vote thereon was as follows:

Commissioner Carl Hevener - Yes

Commissioner Roger Dahmer - Yes

Commissioner Jimmie Bennett - Absent

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 carryover budget revision for 911 was also approved on motion of Commissioner Dahmer, vote unanimous, reflecting a decrease of \$866.00. Additional revisions for revenues and expenditures were also designated in the revision.

E911 Carryover Budget Revision FY2027			
	Orig/Rvsd Budget	Increase/ (Decrease)	Carryover Budget
Carryover Revision	380,000	(866)	379,134
		(866)	
Revenues:			
County Clerk Earnings	600	100	700
Rents (Tower Cells)	2,100	900	3,000
Interest	15,000	(2,000)	13,000
		-	-
		(1,000)	
Expenditures:			
Telephone	22,675	5,325	28,000
Utilities	7,650	(3,650)	4,000
Maint & Repair - Towers	3,500	1,000	4,500
Bldg & Equip Rent (leases)	11,800	200	12,000
Training & Education	14,600	3,339	17,939
Dues & Subscriptions	4,630	1,870	6,500
Seneca Rocks Tower Grant (Balance)	106,725	(11,950)	94,775
Transfers (Payroll)	748,000	2,000	750,000
		-	-
		(1,866)	

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.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, July 6, 2026, through Monday, July 20, 2026

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, July 8, 2026, the following matters were disposed of in the presence of the Clerk:

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

WANDA E. TOWNSEND, who was named in the last will and testament of **CLYDE A. BARKLEY**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Wednesday, July 15, 2026, 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, **AMBER HANNA** was appointed and qualified as ADMINISTRATRIX of the estate of **DEBORAH ANN HANNA**, deceased. Bond was 600.00.

On, Thursday, July 16, 2026, the following matters were disposed of in the presence of the Clerk:

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

KAREN SUE SPONAUGLE, who was named in the last will and testament of **CARROLL LEE SPONAUGLE**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.

SUSAN DIANE PADEN, who was named in the last will and testament of **CARROLL LEE SPONAUGLE**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, July 17, 2026, the following matters were disposed of in the presence of the Clerk:

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

WILLIAM A. ROWE JR., who was named in the last will and testament of **PAMELA JOY CLIFTON**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

Elise M. White

Elise M. White

Clerk of the Pendleton County Commission

Monday, July 20, 2026

Confirmed

There were no final settlements presented to the Commission.

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

- Trisha Simmons Knicely, Bethel District, \$4.07
- Curtis & Shalee Wilburn, Mill Run District, \$151.96
- Carol Schoff, Mill Run District, \$171.52
- Michael Shawn Halterman, Union District, \$154.20
- Dennis Rust, Bethel District, \$49.22
- David B. Trail, Franklin District, \$893.88
- Kevin Judy, Mill Run District, \$767.88
- Pendleton County PSD, Sugar Grove District, \$16.30
- PCC Professional Buildings, Franklin Corporation, \$1,629.62

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 36855 – 36913	\$282,073.63
COAL SEVERANCE FUND:	Check No. 200361	\$148.84
DOG FUND:	Check No. 477	\$490.00
911 FUND:	Check Nos. 4667 - 4673	\$4,825.51
PARKS & RECREATION FUND:	Check No. 1671	\$133.63
PENDLETON CO COMM BLDG FUND:	Check Nos. 1305 – 1307	\$1,430.26

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER DAHMER, VOTE UNANIMOUS, UNTIL TUESDAY, AUGUST 4, 2026.

President

DATE: 7/09/26 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
TIME: 11:20:31 BANK BALANCE AS OF 06/30/2026 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,250,923.41	96,580.71-	9,017.18	1,163,359.88
PENDLETON COUNTY 911	31,751.80	466.00-	.00	31,285.80✓
HOME DETENTION	76,253.00	200.00-	.00	76,053.00✓
PARKS & REC	57,554.21	81.07-	.00	57,473.14✓
CHCB	33.10	.00	.00	33.10✓
PCCB	3,455.91	801.32-	200.00	2,854.59✓
OPIOID SETTLEMENT	9,031.91	.00	.00	9,031.91✓
CO FIRE PROTECTION	1,494.53	.00	.00	1,494.53✓
EMS SALARY ENHANCEMENT	6,921.23	.00	.00	6,921.23✓
HEALTH REIMB	112,166.95	.00	.00	112,166.95✓
ASSESSOR'S VAL	73,961.97	2,498.54-	.00	71,463.43✓
CONCEALED WEAPONS	14,187.44	75.00-	.00	14,112.44✓
ELECTION ADMIN	17,521.34	.00	.00	17,521.34✓
REAL PROP-E RECORDING	17,521.34	.00	.00	17,521.34✓
SPECIAL LAW ENFORCEMENT	9,060.58	.00	.00	9,060.58✓
AMER RES PLAN ACT	111,954.34	1,227.00-	.00	110,727.34✓
PENDCO BLDG COMM	73,005.97	.00	.00	73,005.97✓
CERTIFIED TO STATE	51,265.89	.00	.00	51,265.89✓
BOARD OF HEALTH	250,534.45	14,580.39-	.00	235,954.06✓
CLEARING ACCOUNT	5,200.00	5,200.00-	.00	.00✓
RESER FOR SPEC EMERG MM	61,635.26	.00	.00	61,635.26✓
FINANCIAL STAB.-MONEY MAR	931,221.41	.00	.00	931,221.41✓
GENERAL CO MONEY MARKET	261,644.55	.00	.00	261,644.55✓
PEN CO 911 FEES FUND MM	347,848.39	.00	.00	347,848.39✓
*** BANK TOTAL ***	3,776,148.98	121,710.03-	9,217.18	3,663,656.13
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,119.26	.00	.00	2,119.26✓
*** BANK TOTAL ***	2,119.26	.00	.00	2,119.26
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	3,778,268.24	121,710.03-	9,217.18	3,665,775.39
CASH ON HAND				200.00
*** TOTAL ***				3,665,975.39

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		1048369.97	766353.42	508451.59-	1306271.80\
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		11123.91	.00	6089.20-	5034.71\
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		7184.44	.00	145.80-	7038.64\
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		21815.90	2274.51	.00	24090.41\
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		9742.54	269.50	24.00-	9988.04
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		2119.09	.17	.00	2119.26\
FUND - 007	PEND CO 911				
FUND 007 TOTALS		431796.88	11910.27	64572.96-	379134.19\
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		78546.95	965.00	3458.95-	76053.00\
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		61532.51	102.75	.00	61635.26\
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		59183.97	215.00	1925.83-	57473.14\
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		.00	.00	.00	.00
FUND - 025	CHCB				
FUND 025 TOTALS		33.10	.00	.00	33.10\
FUND - 026	PCCB				
FUND 026 TOTALS		4519.34	890.00	2554.75-	2854.59
FUND - 040	OPIOID SETTLEMENT				
FUND 040 TOTALS		95026.26	5.65	86000.00-	9031.91
FUND - 041	CO FIRE PROTECTION				
FUND 041 TOTALS		1494.45	.08	.00	1494.53
FUND - 042	EMS SALARY ENHANCE				
FUND 042 TOTALS		6920.77	.46	.00	6921.23
FUND - 052	HEALTH REIMB				
FUND 052 TOTALS		118866.06	2223.56	8922.67-	112166.95
FUND - 056	ASSESSOR VALUATION				
FUND 056 TOTALS		77325.05	862.69	6724.31-	71463.43
FUND - 058	FINAN STABIL FUND				
FUND 058 TOTALS		929363.44	1857.97	.00	931221.41
FUND - 059	CONCEALED WEAPONS				
FUND 059 TOTALS		14642.44	80.00	610.00-	14112.44
FUND - 061	ELECTION ADMIN				
FUND 061 TOTALS		17247.72	273.62	.00	17521.34\
FUND - 062	REAL PROP- E-RECORD				
FUND 062 TOTALS		17247.72	273.62	.00	17521.34
FUND - 073	SPEC LAW ENF INVEST				
FUND 073 TOTALS		9059.98	.60	.00	9060.58
FUND - 207	AMER RES PLAN ACT				
FUND 207 TOTALS		110727.34	.00	.00	110727.34

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 277	PENDCO BLDG COMM				
	FUND 277 TOTALS	207625.92	277857.91	412477.86-	73005.97
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	65.00	65.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	215.00	215.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	75.00	75.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	225.53	225.53-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	52050.57	.00	784.68-	51265.89
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4773.64	.00	.00	4773.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	261413.89	11519.89	36979.72-	235954.06
FUND - 369	DEP SHERIFF FUND				
	FUND 369 TOTALS	.00	20.00	20.00-	.00
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	21695.69	21695.69-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	516.97	516.97-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	5200.00	5200.00-	.00
	FINAL TOTALS	3727761.04	1105949.86	1167735.51-	3665975.39
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	3,778,268.24			
	ORDERS/DEBITS OUTSTANDING:	121,710.03-			
	DEPOSITS/CREDITS OUTSTANDING:	9,217.18			
	NET BANK BALANCE	3,665,775.39			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	3,665,975.39			

I, Bradley D. Kimble 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 June 30, 2026 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 9th day of July 2026

Bradley D. Kimble Sheriff of Pendleton County