

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JUNE 1, 2021 AT 9:00 A.M.**

**COMMISSIONERS PRESENT: GENE MCCONNELL, PRESIDENT; CARL HEVENER AND CAROLE HARTMAN,**

**OTHERS PRESENT: KAREN PITSENBARGER, ADMINISTRATOR; ELISE WHITE, COUNTY CLERK; APRIL MALLOW, PROSECUTING ATTORNEY; SHAWN STINSON, THE PENDLETON TIMES;**

Minutes of the May 18, 2021 meeting of the County Commission, on motion of Carl Hevener, were unanimously approved.

Maintenance:

No quote received as of this date for the wiring for new telephone system.

The soft washing at the Pendleton County Community Building should be done by the end of the month.

Lantz looked at the peeling paint on the front and side steps of the Courthouse and will have Black's Brothers come and give a quote to re-paint. Carl Hevener mentioned that the bell tower is also in need of painting. Karen Pitsenbarger will have them give a quote on that also.

Karen mentioned that the rotating schedule for replacing carpeting in the offices shows that the Circuit Clerk's Office would be next on the list. She stated that the County Clerk's Office is in worse shape and may need to be replaced first. Gene McConnell will examine both offices to determine which is more in need to be replaced.

Diana Mitchell, 911 Director, was not in attendance.

Nothing to update on the Courthouse Annex. Are currently waiting on Omni to submit a price.

Karen Pitsenbarger mentioned that the Court Security grant was submitted on time and could possibly have an answer by the end of the month.

The Commission received a request from the Treasure Mountain Festival (TMF) for the use of county property September 16 – 19, 2021. Upon motion of Carole Hartman, vote unanimous, to approve use of county property and for TMF to add the County as an additional insured.

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

RESOLUTION

At a regular session of the Pendleton County Commission, held June 1, 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 Carole Hartman, 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  
 200 West Main Street  
 Clarksburg, WV 26301  
 Phone: 827-2415 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. 3  
 Pages: 1

Pendleton County Commission  
 GOVERNMENT ENTITY

Person To Contact Regarding Request: P.O. Box 1167  
 Name: Elise M. White STREET OR PO BOX COUNTY  
 Phone: 304-358-2505 Government Type  
 Fax: 304-358-2473 Franklin 26807  
 Email: countyclerk@pencowv.com CITY ZIP CODE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
301-02-05	Prior Year Taxes	33,500	13,724		47,224
309	Hotel Occupancy Tax	70,400	6,128		76,528
322	Federal Grants		25,000		25,000
323	State Grants		9,964		9,964
397	Payroll Reimbursements	373,890	14,000		387,890
	#N/A				
<b>NET INCREASE/(DECREASE) Revenues (ALL PAGES)</b>			<b>68,816</b>		

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
423	Insurance Program (Self Insured)	28,716	5,288		34,004
431	Economic Development	53,832	3,400		57,232
442	Federal Grants		25,000		25,000
700	Sheriff-Law Enforcement	307,093	15,000		322,093
712	Communication Center	373,890	14,000		387,890
713	Fire Department	25,100	1,532		26,632
715	Ambulance Authority	25,100	1,532		26,632
911	Visitor's Bureau	35,200	3,064		38,264
	#N/A				
	#N/A				
	#N/A				
<b>NET INCREASE/(DECREASE) Expenditures</b>			<b>68,816</b>		

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

*Elise M. White* 6/1/2021  
 AUTHORIZED SIGNATURE APPROVAL  
 OF ENTITY 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 ON MOTION OF CAROLE HARTMAN, AND UNANIMOUSLY CONFIRMED.**

The probation of the Last Will and Testament of **Robert L. Leeson, deceased**; Witnesses by affidavit, Irvin S. Propst and William McCoy Jr.; the appointment of Elizabeth A. Leeson as Executrix of the **Estate of Robert L. Leeson, 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:**

Katherine Oleta Kimble, as Executrix of the **Estate of Earl Denver Kimble, deceased**; Affidavit and Waiver of Final Settlement

Brandy Bland, as Executrix of the **Estate of Garr J. Bland, deceased**; Affidavit and Waiver of Final Settlement

Henry Wakefield Brandenburg, as Executor of the **Estate of Norma S. Brandenburg, deceased**; Waiver of Final Settlement

Matthew C. Sunderlin, as Ancillary Administrator of the **Estate of Brenda Sue Mallow, deceased**; Report of Receipts, Disbursements and Distribution

Paula Ann Mitchell, as Executrix of the **Estate of Carrie V. Schulz, deceased**; Final Settlement and Accounting

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

GENERAL COUNTY FUND:	Check Nos. 32098 – 32118	\$19,366.11
COAL SEVERANCE FUND:	Check No. 200107	\$961.94
MAGISTRATE COURT FUND:	Check No. 300102 - 300103	\$236.24
911 FUND:	Check Nos. 3544 – 3549	\$32,350.57
PARKS & RECREATION FUND:	Check No. 1143	\$1,476.12

On motion of Carole Hartman, vote unanimous, the following exonerations were approved:

Greer Industries, Inc., Union District, \$992.90  
Larry G. & Beverly S. Fanella, Bethel District, \$374.00  
Ricky A. Davis, Sugar Grove District, \$90.00  
Ralph Eugene Alexander, Mill Run District, \$672.62  
Dwayne Propst, Franklin District, \$75.16

**ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CAROLE HARTMAN, VOTE UNANIMOUS, UNTIL TUESDAY, JUNE 15, 2021.**

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President