

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JUNE 18, 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; APRIL MALLOW, PROSECUTING ATTORNEY; STEPHEN SMOOT, THE PENDLETON TIMES; MIKE ALT

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

Minutes of the June 4, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Rick Gillespie, Emergency Services Coordinator, informed the Commission that the 911 Center was doing well. They are prepared for the planned power outage on June 25, 2024. The Pendleton County Community Building (PCCB) will be utilized as a cooling station on that day.

He also mentioned that the 911 Advisory Board would be voting on the updated by-laws on Wednesday evening. If approved, a new board position would be added for a citizen at large who is not connected with emergency services in any way.

Mr. Gillespie indicated that there is another grant opportunity through the Appalachian Regional Commission called ARISE (Appalachian Regional Initiative for Stronger Economies) to expand on the study done by the National Quiet Zone. This would be a collaboration between two states (Virginia and West Virginia) and four counties (Bath, Highland, Pendleton, Pocahontas). Bath County, Virginia would be the lead contact. The county match would be at a maximum of \$30,000 if all counties participate. Mr. Gillespie suggested using the American Rescue Plan Act (ARPA) funds for the match. On motion of Commissioner Dahmer, vote unanimous, they approved for Mr. Gillespie to proceed with this grant with the condition that would re-evaluate if one of the other counties decides not to participate, which would then cause the grant match to be higher.

Mr. Gillespie also recommended that the Commission contact the appropriate persons and/or companies regarding the issues that the National Quiet Zone (NQZ) causes in this county.

Mike Alt reported to the Commission that the incentive pay is working well. The average response time for a call is down to 33 minutes for the month of May versus 45 minutes in January. He indicated that they may meet again and make some adjustments as they are under budget for spending the funds. Mr. Gillespie said that there is approximately a \$10,000 excess of unspent funds through the month of May. One suggestion was that they offer a standby incentive for peak times and holidays.

Karen Pitsenbarger, County Administrator, reported that the CPA firm has turned over the financial feasibility report to the USDA with a recommendation of approving a construction loan as the County is in good financial standing. Upon approval from the USDA, the County will be able to put the project out for bid.

She also mentioned that the storage shed for the snow plow and salt has not yet been ordered. The check for the down payment was mailed on June 5, 2024 but has not been received by the company.

On motion of Commissioner Bennett, vote unanimous, Paula Waggy was appointed to a five-year term on the Pendleton County Library Board.

April Mallow, Prosecuting Attorney, hired Susan Slowinski as her new secretary. She will start on June 27, 2024.

The Sheriff's May 2024 financial statement was reviewed by the Commission.

The Commission reviewed the May employee timesheets.

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

Shelba Vincell, Franklin District, \$145.44 (2022 Tax Year)
Shelba Vincell, Franklin District, \$181.49 (2023 Tax Year)

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

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, June 3, 2024, through Monday, June 17, 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 10, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **RAY HARDY COOPER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

DEBBIE ARBOGAST, who was named in the last will and testament of **RAY HARDY COOPER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **VIRGINIA S. BYERS**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

JOSHUA LAWRENCE BYERS, who was named in the last will and testament of **VIRGINIA S. BYERS**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Monday, June 17, 2024, 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, **ELMER LEE BODKIN** was appointed and qualified as ADMINISTRATOR of the estate of **EDWARD FRANKLIN BOTKIN**, deceased. Bond was 500.00.

Elise M. White

Monday, June 17, 2024

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

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

Shirley Lea Warner, Executrix of the **Estate of Ivanell Thompson, deceased**; Affidavit and Waiver of Final Settlement

Michael E. Moates, Executor of the **Estate of French A. Moates, deceased**; Affidavit and Waiver of Final Settlement

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 34927 – 34959	\$38,963.12
DOG FUND:	Check Nos. 454 – 455	\$2,961.05
911 FUND:	Check Nos. 4216 – 4219	\$837.51
HOME CONFINEMENT FUND:	Check No. 334	\$332.80
PARKS & RECREATION FUND:	Check Nos. 1447 - 1448	\$2,050.38
CLINTON HEDRICK CB FUND:	Check No. 1158	\$29.86
PENDLETON CO COMM BLDG FUND:	Check Nos. 1248 - 1249	\$1,190.30
AMERICAN RESCUE PLAN ACT FUND:	Check No. 130	\$47,857.76

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, JULY 2, 2024.

President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,161,936.95	59,794.97-	5,610.54	1,107,752.52
PENDLETON COUNTY 911	421,024.23	101.18-	.00	420,923.05
HOME DETENTION	94,150.20	.00	.00	94,150.20
PARKS & REC	75,162.88	.00	.00	75,162.88
CHCB	604.02	.00	.00	604.02
PCCB	2,397.36	.00	.00	2,397.36
OPIOID SETTLEMENT	109,749.69	.00	.00	109,749.69
CO FIRE PROTECTION	1,001.53	.00	.00	1,001.53
EMS SALARY ENHANCEMENT	122,097.78	.00	.00	122,097.78
HEALTH REIMB	207,901.02	.00	.00	207,901.02
ASSESSOR'S VAL	123,831.57	.00	.00	123,831.57
CONCEALED WEAPONS	8,267.42	475.00-	10.00	7,802.42
ELECTION ADMIN	2,604.28	.00	.00	2,604.28
REAL PROP-E RECORDING	2,604.28	.00	.00	2,604.28
SPECIAL LAW ENFORCEMENT	13,303.94	.00	.00	13,303.94
AMER RES PLAN ACT	636,258.67	.00	.00	636,258.67
CERTIFIED TO STATE	874.70	.00	.00	874.70
BOARD OF HEALTH	312,327.31	8,632.76-	1,581.08	305,275.63
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	58,484.90	.00	.00	58,484.90
FINANCIAL STAB.-MONEY MAR	239,881.26	.00	.00	239,881.26
FINAN STABL FUND	1,351,091.68	.00	.00	1,351,091.68
GENERAL CO MONEY MARKET	1,537,525.44	.00	.00	1,537,525.44
GEN CO CD	1,565,667.51	.00	.00	1,565,667.51
PEN CO 911 FEES FUND MM	610,802.76	.00	.00	610,802.76
911 CD FEES FUND	104,607.24	.00	.00	104,607.24
*** BANK TOTAL ***	8,764,158.62	69,003.91-	7,201.62	8,702,356.33

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,014.71	.00	.00	2,014.71
PEND CO HOUSING	70,866.56	.00	.00	70,866.56
*** BANK TOTAL ***	72,881.27	.00	.00	72,881.27

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00

*** COUNTY TOTAL ***	8,837,039.89	69,003.91-	7,201.62	8,775,237.60
CASH ON HAND				200.00
CIR CRT WITNESSES				116.35
MAG CRT WITNESSES				21.95
PETIT JURORS				5,762.77
*** TOTAL ***				8,781,338.67

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		4348235.38	151273.15	388111.33-	4111397.20
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		12739.10	.00	1346.75-	11392.35
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		9339.59	31.00	27.90-	9342.69
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		8745.24	1653.80	.00	10399.04
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		1535.68	196.75	48.00-	1684.43
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		2014.71	.00	.00	2014.71
FUND - 007	PEND CO 911				
FUND 007 TOTALS		1198706.86	10737.79	73111.60-	1136333.05
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		92675.20	1575.00	100.00-	94150.20
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		58323.70	161.20	.00	58484.90
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		77345.92	130.00	2313.04-	75162.88
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		70605.36	261.20	.00	70866.56
FUND - 025	CHCB				
FUND 025 TOTALS		866.61	.00	262.59-	604.02

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1686.82	1741.68	1031.14-	2397.36
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	109740.37	9.32	.00	109749.69
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	156.49	850.03	4.99-	1001.53
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	143796.29	11.21	21709.72-	122097.78
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	210795.48	17.76	2912.22-	207901.02
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	125098.12	270.32	1536.87-	123831.57
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1590311.74	661.20	.00	1590972.94
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	8117.86	580.00	895.44-	7802.42
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	2456.61	147.67	.00	2604.28
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	2456.61	147.67	.00	2604.28
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	13302.81	1.13	.00	13303.94
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	833564.69	.00	197306.02-	636258.67
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	50.00	50.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	90.00	90.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	475.00	475.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	578.81	578.81-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	874.70	.00	.00	874.70
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	316343.77	12048.90	23117.04-	305275.63
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	51481.59	51481.59-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	1916.40	1916.40-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	862.20	862.20-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
	FINAL TOTALS	9312666.54	237960.78	769288.65-	8781338.67
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,837,039.89			
	ORDERS/DEBITS OUTSTANDING:	69,003.91-			
	DEPOSITS/CREDITS OUTSTANDING:	7,201.62			
	NET BANK BALANCE	8,775,237.60			
	CASH ON HAND	200.00			
	CIR CRT WITNESSES	116.35			
	MAG CRT WITNESSES	21.95			
	PETIT JURORS	5,762.77			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,781,338.67			

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 May 31, 2024 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 16th day of June 2024

Bradley D. Kimble Sheriff of Pendleton County