

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, JUNE 2, 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 MITHCELL, 911 DIRECTOR; ANNIE HUMES, CVB DIRECTOR; MIKE ALT**

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 May 19, 2026 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Rick Gillespie, Emergency Services Coordinator, reported that he had received the rain gauges at a lower price than had been budgeted for.

On motion of Commissioner Dahmer, vote unanimous, a payout for the Courthouse Annex in the amount of \$278,657.91 was approved. Karen Pitsenbarger, County Administrator, stated that the Phase 3 renovations were moving forward. The Assessor's Office renovations were complete.

On motion of Commissioner Bennett, vote unanimous, the Commission certified the May 12, 2026 Primary Election results.

The WVCorp Insurance Proposal for fiscal year 2027 was reviewed. The premium shows an increase of \$12,530 over last year. The increase is due mainly to the addition of the Annex and the General Services Center. On motion of Commissioner Dahmer, vote unanimous, the proposal was approved.

The DNR lease agreement was tabled until the next meeting. Additional information is needed.

On motion of Commissioner Bennett, vote unanimous, the Commission issued a proclamation that the Courthouse will be closed on Friday, September 18, 2026 for the Treasure Mountain Festival.

Commissioner Dahmer made the motion, vote unanimous, to accept the Hawk Security contract for monitoring at \$312. This is an increase of \$72 to cover the 28 additional new cameras in the annex.

Annie Humes reported that there is a draft of the America 250 mural circulating. It will be painted on the backside of the Franklin Innovation Hub in the Town parking lot. The bid for the mural was \$7,500. A grant in the amount of \$5,000 has been allocated towards the cost. Ms. Humes is in the process of finding contributions for the additional \$2,500.

The Commission reviewed the employee timesheets for the month of April 2026.

The Commission reviewed the final budget revision for fiscal year 2026, and on motion of Commissioner Dahmer, vote unanimous, the revision 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: 2026  
 Fund: 1  
 Rev. No: 5  
 Pages: 1

Person To Contact Regarding Request:

Name: Elise M. White  
 Phone: 304-358-2505  
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Pendleton County Commission  
 GOVERNMENT ENTITY  
 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	1,641,000		1,541,000	100,000
388	Transfers From Other Funds	49,194	86,000		135,194
	#N/A				
	#N/A				
	#N/A				
	#N/A				

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

-1,455,000

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	256,029		100,000	156,029
425	Other Buildings	316,411	186,000		502,411
442	Federal Grants	1,690,194		1,541,000	149,194
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

**NET INCREASE/(DECREASE) Expenditures**

-1,455,000

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

*Elise M. White* 4/2/26  
 AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

**RESOLUTION**

At a regular session of the Pendleton County Commission, held June 2, 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 five, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Commissioner Dahmer, and duly seconded by Commissioner 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.

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 Bennett, and unanimously confirmed.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

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**Estate from Monday, May 18, 2026, through Monday, June 1, 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, Tuesday, May 19, 2026, the following matters were disposed of in the presence of the Clerk:**

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The said estate of **SUSIE MAE THOMPSON**, deceased was referred to **G. ISAAC SPONAUGLE III**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

**On, Tuesday, May 26, 2026, the following matters were disposed of in the presence of the Clerk:**

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The last will and testament of **RICHARD DALE WASHINGTON**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**JOYCE A. MICHAEL**, who was named in the last will and testament of **RICHARD DALE WASHINGTON**, deceased, as EXECUTRIX thereof, qualified as such. Bond was 500.00.

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

Susan Jane Mitchell, Executrix of the **Estate of Raymond Curtis Mitchell, Jr., deceased;**  
Affidavit and Waiver of Final Settlement

Kevin Charles Sponaugle, Executor of the **Estate of Gaylon C. Sponaugle, deceased;**  
Affidavit and Waiver of Final Settlement

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

GENERAL COUNTY FUND:	Check Nos. 36682 – 36731	\$136,802.32
COAL SEVERANCE FUND:	Check Nos. 200352 - 200353	\$629.03
MAGISTRATE COURT FUND:	Check No. 300256	\$24.00
911 FUND:	Check Nos. 4644 - 4651	\$2,928.70
HOME CONFINEMENT:	Check No. 388	\$2,979.95
PARKS & RECREATION FUND:	Check Nos. 1651 - 1658	\$1,603.16
PENDLETON COUNTY CB FUND:	Check Nos. 1300 - 1301	\$964.73

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, JUNE 16, 2026.

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President