

**AT A COUNTY COMMISSION CONTINUED AND HELD FOR PENDLETON COUNTY,
WEST VIRGINIA, AT THE COURTHOUSE THEREOF, ON TUESDAY, MARCH 17, 2020.**

**PRESENT: COMMISSIONERS GENE McCONNELL, CARL HEVENER AND CAROLE
HARTMAN.**

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

Check No. 30989 - 31018 \$33,098.07

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

Check Nos. 200041 - 200042 \$268.42

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

Check Nos. 3277 - 3283 \$67,667.70

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

Check No. 241 \$126.15

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF
PARKS AND RECREATION FUND:**

Check Nos. 1047 - 1051 \$184.57

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF
CLINTON HEDRICK COMMUNITY BUILDING FUND:**

Check Nos. 1077 - 1078 \$148.77

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF
PENDLETON COUNTY COMMUNITY BUILDING FUND:**

Check Nos. 1152 - 1153 \$814.63

Minutes of the March 3, 2020 meeting of the County Commission were unanimously approved.

Kim Kline, Regional Epidemiologist, gave an update on the COVID-19 situation. She stated that as of Monday, March 16, 2020, 80 West Virginians had been tested with 76 returning as negative and 4 still pending. She feels that it is just a matter of time before West Virginia has its first positive test. She mentioned that washing hands and social distancing are two of the main preventative measures people need to be doing. She will keep the Commission up to date with any new developments.

Maintenance:

Blauch Brothers were here last week to fix an issue with the public rest rooms downstairs.

Karen Pitsenbarger stated she has not received any information from Silling Associates in regards to the fire suppression system but is expecting something any time.

The storage building schematic was sent to Skyline for an estimate. They gave a ballpark figure of \$72,000 which did not include electrical hookup.

A new ice machine for the Clinton Hedrick Community Building is estimated to be about \$1,000 - \$1,500 including delivery and installation. On motion of Carol Hartman, vote unanimous, Karen is to order a machine not to exceed \$1,500.

Doug Pixler with the Potomac Valley Transit Authority and Diana Mitchell with 911 did not attend the meeting.

Upon motion of Carole Hartman, vote unanimous, the Commission signed a Fair Housing Resolution proclaiming April as Fair Housing month.

Janice Lantz, Director of Pendleton Family and Senior Services, sent information about the storage building they have available for storing the election equipment. The estimated cost to install an air conditioning unit and place new locks on the doors would be under \$700.00. The Commission would be responsible for obtaining the shelving needed. The monthly rent would be around \$200.00. Carl Hevener made a motion to move forward with Carole Hartman adding that the rental agreement be reviewed by Kevin Sponaugle, Prosecuting Attorney, before signing.

Upon motion of Carl Hevener, vote unanimous, the Commission signed a records grant agreement with the WV Division of Culture & History in the amount of \$9,091 with a 10% county match for the encapsulation of old minute books and personnel costs for back-indexing in the County Clerk's Office.

THE FOLLOWING LIST OF ELECTION OFFICIALS HAVING BEEN SUBMITTED TO THE COMMISSION FOR THE PRIMARY ELECTION TO BE HELD MAY 12, 2020, WERE APPROVED AND CONFIRMED BY THE COMMISSION.

**PRECINCT NO. 2
BRANDYWINE**

Jerline Moates (D) (SC)
Nila Bland (R)
Judy Snyder (NP)
Mary J. Eye (D)
Jeralyn Swigunski (NP)

Alternates: Jane Simon (D)
Stephanie Adkins (R)

**PRECINCT NO. 5
FRANKLIN**

Debra Tuckerman (D) (SC)
Barbara Parker (R)
Katie George (D)
Shelia Lambert (D)
Marian Wilfong (R)

Alternates: Peggy Jo Pitsenbarger (D)
Wendy Gilbert-Putz (R)

**PRECINCT NO. 3
CIRCLEVILLE**

Anita Davis (D) (SC)
Luci Raines (R)
Debbie Harper (R)
Kathy Teter (IND)
Dorothy Bennett (R)

Alternates: Jenny Halterman (D)
Vicky Harper (R)

**PRECINCT NO. 7
FRANKLIN**

Shirley Sisson (D)
Paula Waggy (R)
Margaret Whetzel (R)
Tom Kline (D) (SC)
Mary L. Hedrick (R)

Alternates: Joyce Burgoyne (NP)
Terry Ryan (D)

**PRECINCT NO. 8
UPPER TRACT**

Ruby Gale Roberson (D)
Virginia Rodgers (R)
Darlene Miller (D)
Freda Borrer (D) (SC)
Delores Shirk (R)

Alternates: Deborah Turner (IND)

**PRECINCT NO. 9
KLINE**

Emma Kate Hathaway (D) (SC)
Faye Kile (R)
Barbara Seymour (IND)
Lowell Wayne Hedrick (D)
Arvella Greenawalt (R)

Alternates: Pamela Hedrick (R)
Sue Ann Sites (D)

**PRECINCT NO. 11
SUGAR GROVE**

Elaine Rexrode (D)
Gary Sheffer (R)
Paula Mitchell (D)
Phil Downs (D) (SC)
Helen Nash (R)

Alternates: Rhonda Nash (NP)
Delores Crider (NP)

**PRECINCT NO. 13
SENECA ROCKS**

Doretha Sites (D)
Sandy Young (R)
Cindy Haugh (R)
Mickey Huffman (D) (SC)
Dottie Roy (R)

Alternates: Rose M. Vance (D)
Paula O'Neil (D)

**PRECINCT NO. 14
RIVERTON**

Nancy Watson (D)
Berlin Harper (R) (SC)
Dorothy Nelson (D)
Sally George (D)
Josephine Day (R)

Alternates: Lucinda Snyder (NP)

**THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS,
EXECUTORS, ETC., DONE BY THE CLERK IN VACATION OF THE
COMMISSION, WERE THIS DAY PRESENTED TO THE COMMISSION,
APPROVED AND CONFIRMED.**

The appointment of Eva Lambert as Administratrix in the **Estate of Robert J. Vint, deceased.**
Bond in the amount of \$75,000.00 with Roland Vint as Surety.

The probation of the Last Will and Testament of **Gladys W. Harper, deceased;** Witnesses by affidavit, Jessica E. Liller and Ruby L. Hoy; The appointment of Karen Rexrode as Executrix of the **Estate of Gladys W. Harper, deceased;** Bond not required per Last Will and Testament of deceased.

The appointment of Larry Moyers as Administrator in the **Estate of Hazel C. Moyers, deceased.**
Bond in the amount of \$5,000.00 with Nancy Scott as Surety.

The probation of the Last Will and Testament of **Garr J. Bland, deceased;** Witnesses by affidavit, Winona R. Hewitt and Kathy O. Bowers; The appointment of Brandy Bland as Executrix of the **Estate of Garr J. Bland, deceased;** Bond not required per Last Will and Testament of deceased.

The probation of the Last Will and Testament of **Mary Beth Lambert, deceased;** Witnesses by affidavit, Jeffrey S. Bowers and Kayla A. Judy; The appointment of Mark S. Lambert as Executor of the **Estate of Mary Beth Lambert, deceased;** Bond not required per Last Will and Testament of deceased.

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED AND ORDERED RECORDED AND FILED:

Clara M. Johnson, as Administratrix of the **Estate of Ruby V. Moats, deceased**; Affidavit and Waiver of Final Settlement

Ronald E. Hall, as Administrator of the **Estate of Virgil Glenn Hall, deceased**; First and Final Settlement, Report of Receipts, Disbursements and Distribution

Glenn T. Andrews, Administrator of the **Estate of Brenda Ann Andrews, deceased**; Affidavit and Waiver of Final Settlement

There were no exonerations.

The Sheriff's monthly financial statement for February 2020 was reviewed.

DATE: 3/04/20 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 10:01:52 BANK BALANCE AS OF 02/29/2020 PROG: SA0068

	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
PENDLETON COMMUNITY BANK				
GENERAL COUNTY CHECKING	1,219,510.05	427,619.03-	73,648.09	865,539.11
PENDLETON COUNTY 911	62,712.21	320.33-	242.55	62,634.43
HOME DETENTION	55,356.89	.00	.00	55,356.89
RESERVE FOR SPEC EMERG	55,756.29	.00	.00	55,756.29
PARKS & REC	50,157.53	.00	.00	50,157.53
PCCB	2,082.12	.00	.00	2,082.12
HEALTH REIMB	264,517.87	.00	.00	264,517.87
ASSESSOR'S VAL	38,251.32	.00	15,533.07	53,784.39
FINAN STABIL FUND	657,876.68	.00	.00	657,876.68
CONCEALED WEAPONS	25,818.36	325.00-	.00	25,493.36
SPECIAL LAW ENFORCEMENT	3,077.61	.00	.00	3,077.61
BOARD OF HEALTH	186,295.79	12,943.88-	118.25	173,470.16
CLEARING ACCOUNT	.00	.00	.00	.00
GENERAL CO 12 MONTH CD	270,875.19	.00	.00	270,875.19
GENERAL CO 6 MONTH CD	52,842.31	.00	.00	52,842.31
GENERAL CO MONEY MARKET	1,079,153.81	.00	.00	1,079,153.81
911 SUPER SAVINGS	564,651.76	.00	.00	564,651.76
911 24 MONTH CD	9,341.33	.00	.00	9,341.33
*** BANK TOTAL ***	4,598,277.12	441,208.24-	89,541.96	4,246,610.84
SUMMIT COMMUNITY BANK				
WORTHLESS CHECK	1,334.93	.00	.00	1,334.93
PEND CO HOUSING	65,850.68	.00	.00	65,850.68
*** BANK TOTAL ***	67,185.61	.00	.00	67,185.61
THE GRANT COUNTY BANK				
CHCB	324.38	120.52-	.00	203.86
*** BANK TOTAL ***	324.38	120.52-	.00	203.86
*** COUNTY TOTAL ***	4,665,787.11	441,328.76-	89,541.96	4,314,000.31
CASH ON HAND				200.00
MAG CRT WITNESS				27.50
*** TOTAL ***				4,314,227.81

DATE: 3/04/20
TIME: 10:03:10

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 2/2020

PROG: SA058B

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		1968372.07	383822.02	186875.61-	2165318.48
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		21419.81	.00	5988.72-	15431.09
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		6331.87	.00	.00	6331.87
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		13165.79	899.50	.00	14065.29
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		9289.44	165.50	295.05-	9159.89
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1259.93	75.00	.00	1334.93
FUND - 007	PEND CO 911				
FUND 007 TOTALS		734099.64	8572.70	106044.82-	636627.52
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		55155.74	336.00	134.85-	55356.89
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		55747.44	8.85	.00	55756.29
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		50985.23	1866.42	2694.12-	50157.53
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		65781.05	69.63	.00	65850.68
FUND - 025	CHCB				
FUND 025 TOTALS		159.78	465.00	420.92-	203.86

DATE: 3/04/20
TIME: 10:03:10

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 2/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
FUND 026 TOTALS		658.34	2105.56	681.78-	2082.12
FUND - 052	HEALTH REIMB				
FUND 052 TOTALS		261279.41	5725.95	2487.49-	264517.87
FUND - 056	ASSESSOR VALUATION				
FUND 056 TOTALS		39057.27	15767.12	1040.00-	53784.39
FUND - 058	FINAN STABIL FUND				
FUND 058 TOTALS		657876.68	.00	.00	657876.68
FUND - 059	CONCEALED WEAPONS				
FUND 059 TOTALS		25701.31	1035.00	1242.95-	25493.36
FUND - 073	SPEC LAW ENF INVEST				
FUND 073 TOTALS		3077.48	.13	.00	3077.61
FUND - 312	CRIMINAL CHARGES				
FUND 312 TOTALS		.00	245.00	245.00-	.00
FUND - 313	COURT REPORTER				
FUND 313 TOTALS		.00	.00	.00	.00
FUND - 314	STATE FINES				
FUND 314 TOTALS		.00	.00	.00	.00
FUND - 315	STATE POLICE				
FUND 315 TOTALS		.00	325.00	325.00-	.00
FUND - 316	STATE CURRENT				
FUND 316 TOTALS		.00	4699.59	4699.59-	.00
FUND - 364	TAX LIEN				
FUND 364 TOTALS		53146.46	.00	.00	53146.46

DATE: 3/04/20
TIME: 10:03:10

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 2/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	187882.38	7523.68	21935.90-	173470.16
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	373993.66	373993.66-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	23009.51	23009.51-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	35501.92	35501.92-	.00
	FINAL TOTALS	4215631.96	866212.74	767616.89-	4314227.81
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	4,665,787.11			
	ORDERS/DEBITS OUTSTANDING:	441,328.76-			
	DEPOSITS/CREDITS OUTSTANDING:	89,541.96			
	NET BANK BALANCE	4,314,000.31			
	CASH ON HAND	200.00			
	MAG CRT WITNESS	27.50			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	4,314,227.81			

I, Donald Hedrick 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 Feb. 2020 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 4 day of March 2020

Donald Hedrick Sheriff of Pendleton County

The Commission proceeded to continue work on the budget for fiscal year 2021.

On motion of Carole Hartman, all commissioners voting in the affirmative, they adjourned into Executive Session at 10:05 a.m. to discuss personnel issues.

No action was taken during the Executive Session. Motion was made to reconvene into Regular Session at 10:34 a.m.

Upon motion of Carole Hartman, vote unanimous, the Commission approved the budget for fiscal year 2020-2021.

ORDERED THAT COMMISSION DO ADJOURN UNTIL TUESDAY, APRIL 7, 2020.

President