

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, MARCH 21, 2023 AT 9:07 A.M.

COMMISSIONERS PRESENT: CARL HEVENER, PRESIDENT AND ROGER DAHMER AND JIMMIE BENNETT, BY PHONE

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; DIANA MITCHELL, 911 DIRECTOR; CHAD BOWERS, SHERIFF; LAURA BROWN, EDA DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; SCOTT SOMERVILLE

Commissioner Dahmer led those present in prayer. Commissioner Hevener opened the meeting.

Minutes of the March 7, 2023 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

Rick Gillespie, Emergency Services Coordinator, mentioned that the concrete pad for the generator at the Pendleton County Community Building (PCCB) was poured yesterday. The switch should arrive soon.

Diana Mitchell, 911 Director, stated that they are getting ready for Career Day at the high school. She also mentioned that there was an issue with excessive salt being put down during icy conditions. That issue is being addressed with the contractor.

Laura Brown, EDA Director, requested a special Commission meeting for Tuesday, March 28, 2023 at 9:00 a.m. for a resolution for the new LEAD application which is due by the end of the month. She also invited the Commission to an EDA roundtable on March 29, 2023 at 6:00 p.m. at Lodestar Mountain Inn.

On motion of Commissioner Dahmer, vote unanimous, engagement letters for the Courthouse Annex project for counsel and financial were signed. Bids for the ADA ramp project are due April 4, 2023.

The Treasure Mountain Festival Association requested the use of the PCCB grounds and facility, the helipad and the Courthouse grounds for the festival in September 14 – 17, 2023. On motion of Commissioner Dahmer, vote unanimous, approval was given with the stipulation that the Courthouse grounds may not be available due to construction.

The South Fork Volunteer Fire Department submitted a budget request for an ATV in the amount of \$34,574.50. Title III funds could possibly be used towards the purchase of this vehicle as many incidents occur on Reddish Knob and Shenandoah Mountain which are in the national forest. On motion of Commissioner Dahmer, vote unanimous, \$21,000 was approved towards this purchase.

The General County, Coal Severance and 911 budgets for fiscal year 2024 were approved by the Commission on motion of Commissioner Bennett, vote unanimous.

The Sheriff's February 2023 financial statement was reviewed by the Commission.

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,267,152.69	313,688.58-	31,576.73	985,040.84
PENDLETON COUNTY 911	117,417.23	8,290.00-	57.50	109,184.73
HOME DETENTION	79,619.10	.00	.00	79,619.10
RESERVE FOR SPEC EMERG	.00	.00	.00	.00
PARKS & REC	79,022.81	.00	30.00	79,052.81
CHCB	903.39	.00	.00	903.39
PCCB	250.88	.00	500.00	750.88
HEALTH REIMB	252,755.27	.00	.00	252,755.27
ASSESSOR'S VAL	124,952.40	729.61-	16,048.82	140,271.61
FINAN STABIL FUND	.00	.00	.00	.00
CONCEALED WEAPONS	13,634.58	400.00-	10.00	13,244.58
SPECIAL LAW ENFORCEMENT	1,582.72	.00	.00	1,582.72
AMER RES PLAN ACT	1,136,566.37	42,871.69-	.00	1,093,694.68
CERTIFIED TO STATE	.00	.00	.00	.00
BOARD OF HEALTH	196,958.46	20,761.91-	.00	176,196.55
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	56,109.51	.00	.00	56,109.51
FINANCIAL STAB.-CD 2	.00	.00	.00	.00
FINANCIAL STAB.-MONEY MAR	230,138.37	.00	.00	230,138.37
FINAN STABIL FUND	1,298,475.75	.00	.00	1,298,475.75
GENERAL CO 12 MONTH CD	.00	.00	.00	.00
GENERAL CO 6 MONTH CD	.00	.00	.00	.00
GENERAL CO MONEY MARKET	1,465,500.84	.00	.00	1,465,500.84
911 SUPER SAVINGS	.00	.00	.00	.00
911 24 MONTH CD	9,531.15	.00	.00	9,531.15
GEN CO CD	1,504,695.31	.00	.00	1,504,695.31
PEN CO 911 FEES FUND MM	594,545.53	.00	.00	594,545.53
*** BANK TOTAL ***	8,429,812.36	386,741.79-	48,223.05	8,091,293.62

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,862.28	.00	.00	1,862.28
PEND CO HOUSING	67,573.16	.00	.00	67,573.16
*** BANK TOTAL ***	69,435.44	.00	.00	69,435.44

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

*** COUNTY TOTAL ***	8,499,247.80	386,741.79-	48,223.05	8,160,729.06
CASH ON HAND				200.00
*** TOTAL ***				8,160,929.06

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		3880079.08	287168.94	337552.19-	3829695.83
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		22783.00	.00	3191.29-	19591.71
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		6852.60	.00	414.90-	6437.70
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		13909.24	1033.55	.00	14942.79
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		1909.17	90.00	758.00-	1241.17
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1862.28	.00	.00	1862.28
FUND - 007	PEND CO 911				
FUND 007 TOTALS		776261.98	9704.26	72707.33-	713258.91
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		78696.70	1222.50	297.60-	79621.60
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		55982.67	126.84	.00	56109.51
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		80750.69	30.00	1727.88-	79052.81
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		67352.81	220.35	.00	67573.16
FUND - 025	CHCB				
FUND 025 TOTALS		903.39	.00	.00	903.39

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1302.88	500.00	1052.00-	750.88
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	252910.88	19.39	175.00-	252755.27
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	129697.42	16233.54	5659.35-	140271.61
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1524042.08	4572.04	.00	1528614.12
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	11634.58	1610.00	.00	13244.58
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	466.65	1121.06	4.99-	1582.72
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	1111539.68	.00	17845.00-	1093694.68
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	55.00	55.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	30.00	30.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	190.00	190.00-	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	400.00	400.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	3440.76	3440.76-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	.00	.00	.00	.00
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	78704.15	.00	.00	78704.15
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	200610.37	10036.22	34450.04-	176196.55
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	261245.84	261245.84-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	18771.14	18771.14-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	.00	.00	.00
	FINAL TOTALS	8303075.94	617821.43	759968.31-	8160929.06
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,499,247.80			
	ORDERS/DEBITS OUTSTANDING:	386,741.79-			
	DEPOSITS/CREDITS OUTSTANDING:	48,223.05			
	NET BANK BALANCE	8,160,729.06			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITORIES AND OFFICES:	8,160,929.06			

I, Chadwick Bowens 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 February 2023 showing the balance on
hand at the beginning 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 7 day of March 2023

Chadwick Bowens Sheriff of Pendleton County

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, March 6, 2023, through Monday, March 20, 2023

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, Thursday, March 9, 2023, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **WILLIAM R. BRACKMAN**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

ROSE MARY BRACKMAN, who was named in the last will and testament of **WILLIAM R. BRACKMAN**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **RONALD D. OURS** was appointed and qualified as ADMINISTRATOR of the estate of **DELMAS W. OURS**, deceased. Bond was 500.00.

The last will and testament of **LUCY PAULINE HEDRICK WAGGY**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

DENNIS MICHAEL WAGGY, who was named in the last will and testament of **LUCY PAULINE HEDRICK WAGGY**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Friday, March 10, 2023, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **JOSEPH WARD TETER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

JOSHUA DOWNING, who was named in the last will and testament of **JOSEPH WARD TETER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Friday, March 17, 2023, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **ONA L. PUFFENBARGER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

GARY D. PUFFENBARGER, who was named in the last will and testament of **ONA L. PUFFENBARGER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

Elise M. White

Monday, March 20, 2023

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

William R. Copley, II, Executor of the **Estate of Jeffrey H. McQuain, deceased**; Affidavit and Waiver of Final Settlement

There were no exonerations.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 33865 – 33888	\$18,255.12
COAL SEVERANCE FUND:	Check Nos. 200152 – 200153	\$1,053.10
MAGISTRATE COURT FUND:	Check Nos. 300185 - 300186	\$48.00
911 FUND:	Check Nos. 3938 – 3942	\$2,462.33
HOME CONFINEMENT FUND:	Check No. 299	\$76.00
CLINTON HEDRICK CB FUND:	Check No. 1134	\$48.07
PENDLETON COUNTY CB FUND:	Check No. 1220	\$243.11
SPECIAL LAW ENFORCEMENT FUND:	Check No. 113	\$100.00

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT,
VOTE UNANIMOUS, UNTIL TUESDAY, APRIL 4, 2023.

President