

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, MARCH 4, 2025 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 MITCHELL, 911 DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; SHERRY MONGOLD, SRRDA DIRECTOR; DAYNE DAVIS, SRRDA; ANNIE HUMES, CVB INTERIM DIRECTOR; JENNIFER TAYLOR-IDE; DR. SEEGAR; BARBARA FORTNER; MIKE ALT

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

Minutes of the February 18, 2025 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance: Minor issues at both community buildings.

Barbara Fortner explained the National Farmworker Jobs Program through Telacom Corporation. This is a federally funded program that aids individuals who work in the agricultural field. She is asking for support to spread the word about this program to qualified individuals. Commissioner Hevener mentioned that the local 4-H leaders, the Extension Office and the schools would be good resources.

Diana Mitchell, 911 Director, presented a road name request for Wetzel Place Lane off of Cow Knob Road. On motion of Commissioner Bennett, vote unanimous, the road name was approved.

Rick Gillespie, Emergency Management Coordinator, stated that the Elk Mountain traffic camera installation is moving forward. Mon Power has installed the utility poles and SKSRT is doing the fiber service today.

Dayne Davis and Sherry Mongold, Seneca Rocks Regional Development Authority, updated the Commission on building improvements in both Grant and Pendleton County. They requested a \$25,000 capital injection from the Commission for additional improvements to buildings in Pendleton County.

Annie Humes updated the Commission on CVB activities and informed them that Kat Garvey, Director of WVU College of Law Land Use and Sustainability Clinic, working with the Mon Forest Towns will meet with the Commission if they wish to discuss a comprehensive plan for the County.

Dr. Seegar thanked the Commission for helping to support the Energy Express program for first through fourth graders.

Mike Alt reported that he had heard from Charleston that there may be no EMS Salary Enhancement funds available this year. He said that they had accrued about \$28,500 in stipends to date this year. He also mentioned that this stipend was a definite improvement in response times in the County. The Commission will schedule a meeting with all interested parties to discuss options.

Karen Pitsenbarger, County Administrator, reported that are working on contract issues with Lantz and hope to break ground on the Annex in April 2025.

Commissioner Dahmer read a proclamation designating the month of March as Music in Our Schools. On motion of Commissioner Dahmer, vote unanimous, the Proclamation was approved.

The Commission reviewed the Sheriff's January 2025 financial statement.

There were no fiduciary appointments or exonerations.

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

Wendy Vint, Administratrix of the **Estate of Joe E. Vint, deceased**; Affidavit and Waiver of Final Settlement

Donna Ferguson, Administratrix of the **Estate of Gary Lee Ferguson, deceased**; Affidavit and Waiver of Final Settlement

Anita Anderson, Executrix of the **Estate of Mary B. Martin, deceased**; Affidavit and Waiver of Final Settlement

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 35578 – 35608	\$28,307.11
COAL SEVERANCE FUND:	Check Nos. 200284 – 200286	\$5,544.86
DOG & KENNEL FUND:	Check No. 465	\$368.66
MAGISTRATE COURT FUND:	Check No. 300237	\$24.00
911 FUND:	Check Nos. 4400 – 4407	\$6,655.58
HOME CONFINEMENT FUND:	Check No. 355	\$300.00
PARKS & RECREATION FUND:	Check Nos. 1521 – 1522	\$1,340.00
PENDLETON CO COMM BLDG FUND:	Check No. 1268	\$417.37

The County Commissioners worked on the budget for the fiscal year ending June 30, 2026. The Commission reviewed and discussed revenue, expenditures and salaries for all departments.

On motion of Commissioner Dahmer, vote unanimous, a resolution was signed stating that 50% of the Hotel/Motel Tax shall be distributed to the Pendleton County Convention and Visitor's Bureau, 25% to the Pendleton County Emergency Rescue (PCER) and 25% to the Pendleton County Firemen's Association (PCFA).

On motion of Commissioner Dahmer, vote unanimous, the Annual Memorandum of Agreement with the WVU Cooperative Extension Service was signed by the Commission for fiscal year 2026.

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, MARCH 18, 2025.

President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,551,839.83	71,078.33-	17,063.74	1,497,825.24
PENDLETON COUNTY 911	257,510.57	5,699.82-	477.50	252,288.25
HOME DETENTION	99,485.10	.00	.00	99,485.10
PARKS & REC	67,100.79	78.03-	.00	67,022.76
CHCB	635.03	98.75-	.00	536.28
PCCB	3,590.55	.00	.00	3,590.55
OPIOID SETTLEMENT	131,135.67	.00	.00	131,135.67
CO FIRE PROTECTION	3,221.83	2,000.00-	.00	1,221.83
EMS SALARY ENHANCEMENT	39,621.79	22,186.09-	.00	17,435.70
HEALTH REIMB	170,397.87	.00	.00	170,397.87
ASSESSOR'S VAL	144,056.04	.00	2,160.77	146,216.81
CONCEALED WEAPONS	10,894.42	350.00-	105.00	10,649.42
ELECTION ADMIN	9,710.56	.00	.00	9,710.56
REAL PROP-E RECORDING	9,710.56	.00	.00	9,710.56
SPECIAL LAW ENFORCEMENT	13,312.87	.00	.00	13,312.87
AMER RES PLAN ACT	482,666.59	.00	.00	482,666.59
CERTIFIED TO STATE	10,974.05	.00	.00	10,974.05
BOARD OF HEALTH	316,353.82	5,990.09-	409.35	310,773.08
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	59,630.69	.00	.00	59,630.69
FINANCIAL STAB. -MONEY MAR	244,590.13	.00	.00	244,590.13
FINAN STABIL FUND	1,393,561.35	.00	.00	1,393,561.35
GENERAL CO MONEY MARKET	1,574,336.56	.00	.00	1,574,336.56
GEN CO CD	1,614,882.08	.00	.00	1,614,882.08
PEN CO 911 FEES FUND MM	373,093.02	.00	.00	373,093.02
911 CD FEES FUND	106,517.52	.00	.00	106,517.52
*** BANK TOTAL ***	8,688,829.29	107,481.11-	20,216.36	8,601,564.54

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,016.37	.00	.00	2,016.37
PEND CO HOUSING	.00	.00	.00	.00
*** BANK TOTAL ***	2,016.37	.00	.00	2,016.37

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

*** COUNTY TOTAL ***	8,690,845.66	107,481.11-	20,216.36	8,603,580.91
CASH ON HAND				200.00
RFSE-MM-SERV CHARGE				3.00
911-MM-SERV CHARGE				3.00
GC-MM-SERV CHARGE				3.00
FIN STAB-MM-SER CHAR				3.00
*** TOTAL ***				8,603,792.91

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		4764052.90	179870.27	381877.61-	4562045.56
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		7916.42	4627.44	1349.12-	11194.74
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		6601.34	96.00	75.00-	6622.34
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		28680.20	2601.97	.00	31282.17
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		3061.74	233.50	24.00-	3271.24
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		2016.19	.18	.00	2016.37
FUND - 007	PEND CO 911				
FUND 007 TOTALS		654408.37	154704.24	77210.82-	731901.79
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		98065.10	2220.00	800.00-	99485.10
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		59501.15	132.54	.00	59633.69
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		63574.77	5123.11	1675.12-	67022.76
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		.00	.00	.00	.00
FUND - 025	CHCB				
FUND 025 TOTALS		670.85	.00	134.57-	536.28

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	2733.69	1160.00	303.14-	3590.55
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	89807.26	41328.41	.00	131135.67
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	1221.61	.22	.00	1221.83
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	39618.43	3.36	22186.09-	17435.70
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	176635.50	14.68	6252.31-	170397.87
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	165242.89	2473.55	21499.63-	146216.81
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1633427.48	4727.00	.00	1638154.48
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	10457.42	420.00	228.00-	10649.42
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	8194.63	1515.93	.00	9710.56
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	8194.63	1515.93	.00	9710.56
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	13311.74	1.13	.00	13312.87
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	488706.93	.00	6040.34-	482666.59
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	130.00	130.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	53.00	53.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	62.00	62.00-	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	350.00	350.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	601.53	601.53-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	10974.05	.00	.00	10974.05
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	307588.83	28582.90	25398.65-	310773.08
FUND - 369	DEP SHERIFF FUND				
	FUND 369 TOTALS	65.00	30.00	95.00-	.00
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	49121.05	49121.05-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	2938.69	2938.69-	.00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	210.00	210.00-	.00
	FINAL TOTALS	8717559.95	484848.63	598615.67-	8603792.91
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,690,845.66			
	ORDERS/DEBITS OUTSTANDING:	107,481.11-			
	DEPOSITS/CREDITS OUTSTANDING:	20,216.36			
	NET BANK BALANCE	8,603,580.91			
	CASH ON HAND	200.00			
	RFSE-MM-SERV CHARGE	3.00			
	911-MM-SERV CHARGE	3.00			
	GC-MM-SERV CHARGE	3.00			
	FIN STAB-MM-SER CHAR	3.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,603,792.91			

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 January 2025 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 10 day of February 2025

Brady D Kimble Sheriff of Pendleton County