

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, MARCH 5, 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; DIANA MITCHELL, 911 DIRECTOR; AMBER NESSELRODT, CVB DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; WALT JOHNSON, PENDLETON COUNTY LIBRARY; PAUL KIERNAN, WALL STREET JOURNAL

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

Minutes of the February 20, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

Side doors by new handicap ramp will need to be replaced before one point entry can be implemented.

Walt Johnson, Pendleton County Librarian, informed the Commission they hope to have a more robust summer reading program and monthly adult and children's programs throughout the year. He thanked the Commission for their past support and requested that they continue the support at the current level.

A road name approval for Hoot N Hollar Lane in Riverton was made by Commissioner Bennett, vote unanimous.

Rick Gillespie, Emergency Services Coordinator, requested approval to hire Jared Flynn as a full-time 911 dispatcher and Stacie Bennett as a part-time 911 dispatcher upon final completion of background checks. On motion of Commissioner Dahmer, vote unanimous, request was approved.

Road work is currently being done at the new Seneca Rocks Tower site.

Karen Pitsenbarger, County Administrator, has been working on fine tuning the details, such as tile, paint, carpet, etc., for the Annex.

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

Daniel Kisamore, Executor of the **Estate of Jacob Keith Kisamore, deceased**; Report of Receipts and Disbursements

On motion of Commissioner Dahmer, the following exonerations were approved:

Elbert Moyers, Franklin District, \$46.64
Keith Kimble, Franklin District, \$81.48

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, February 19, 2024, through Monday, March 4, 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, February 26, 2024, the following matters were disposed of in the presence of the Clerk:

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

JACQUELINE REDMOND, who was named in the last will and testament of **JANICE NITTI**, deceased, as **EXECUTRIX** thereof, qualified as such. No bond was required.

On, Wednesday, February 28, 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, **FREDDY MARTIN** was appointed and qualified as **ADMINISTRATOR** of the estate of **MICHELLE LYNN MARTIN**, deceased. Bond was 5,000.00.

On, Friday, March 1, 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, **ANITA FAY TEKMEK** was appointed and qualified as **ADMINISTRATRIX** of the estate of **LUCY GAIL LONG**, deceased. Bond was 500.00.

Elise M. White

Monday, March 4, 2024

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 34634 – 34658	\$29,368.86
COAL SEVERANCE FUND:	Check Nos. 200220 - 200222	\$1,157.65
MAGISTRATE COURT FUND:	Check No. 300215	\$24.00
911 FUND:	Check Nos. 4149 – 4158	\$12,239.05
PARKS & RECREATION FUND:	Check Nos. 1423 – 1424	\$1,258.35
CLINTON HEDRICK CB FUND:	Check No. 1149	\$110.92
PENDLETON COUNTY CB FUND:	Check No. 1243	\$270.00
COUNTY FIRE PROTECTION FUND:	Check Nos. 1000 – 1004	\$10,000.00

The Commission met with Paul Kiernan, writer for the Wall Street Journal, to discuss the economy and tourism in Pendleton County.

The Commission signed letters of support to Senators Capito and Manchin for Warner's Drive-In and the Pendleton Senior & Family Services, Inc.

The 911 budget for fiscal year 2025 was presented by Mr. Gillespie and Diana Mitchell, 911 Director. The Commissioners continued to work on the county budget for the next fiscal year. They reviewed the anticipated revenues and discussed requests from other organizations for funding.

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 Bennett, vote unanimous, the Annual Memorandum of Agreement with the WVU Cooperative Extension Service was signed by the Commission for fiscal year 2025.

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, MARCH 19, 2024.

President