

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, MAY 16, 2023 AT 9:00 A.M.

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

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

PUBLIC PRESENT: FRIENDS OF PENDLETON COUNTY

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

Minutes of the May 2, 2023 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

AQS will be switching out the new HVAC system at the Health Department on Saturday.

Scott Somerville spoke to the Commissioners regarding a fire related study as pertaining to the wind turbines. He discussed the various fire hazards mentioned in the study and also brought up a liability concern if a turbine did catch on fire as to who would be responsible for covering any potential damages.

Diana Mitchell, 911 Director, and Rick Gillespie, Emergency Services Coordinator, stated that things had been calm and there was nothing new to report at this time.

There were no updates on broadband, per Laura Brown, EDA Director.

Karen Pitsenbarger, County Administrator, mentioned that she was still waiting on estimates for removal of the heating oil tank.

The Commission signed the records grant agreement with the WV Division of Culture & History in the amount of \$10,000 with a 10% county match for personnel costs for back-indexing in the County Clerk's Office.

On motion of Commissioner Bennett, vote unanimous, Cary Hevener was reappointed to the Pendleton County Library Board for a five-year term.

The Commission reviewed the Sheriff's amended financial statements for the months of February and March 2023 and the financial statement for the month of April 2023.

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

Mason Miller, Mill Run District, \$58.86

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, May 1, 2023, through Monday, May 15, 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, Monday, May 8, 2023, the following matters were disposed of in the presence of the Clerk:

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

WILLIAM R. NELSON, who was named in the last will and testament of **WILLIAM C. RAINES**, deceased, as ADMINISTRATOR CTA DBN thereof, qualified as such. Bond was 6,000.00.

On, Monday, May 15, 2023, 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, **DAVID M. HONE** was appointed and qualified as ADMINISTRATOR of the estate of **STEFANIE HONE**, deceased. Bond was 300,000.00.

Elise M. White

Monday, May 15, 2023

Elise M. White
Clerk of the Pendleton County Commission

Confirmed

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

Marcia Christian DuBois, Executrix of the **Estate of Harold Julian DuBois, Jr., deceased**; Waiver of Final Settlement

Sandra I. Temple, Executrix of the **Estate of Harry Lee Temple, deceased**; Affidavit and Waiver of Final Settlement

Betty Smith, Administratrix of the **Estate of Evelyn Marie Ruddle, deceased**; Affidavit and Waiver of Final Settlement

Shirley L. Snyder, Executrix of the **Estate of David Howard Snyder, deceased**; Waiver of Final Settlement

Rebecca M. Teter, Administratrix of the **Estate of Randolph Malcom Teter, deceased**; Affidavit and Waiver of Final Settlement

Approval was given to reimburse the South Fork Volunteer Fire Department (SFVFD) for repairs to tanker #48 in the amount of \$2,484.99, which was damaged during the Hidden Valley Fire on motion of Commissioner Dahmer, vote unanimous.

April 2023 employee timesheets were reviewed by the Commission.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 33970 – 34027	\$41,301.16
COAL SEVERANCE FUND:	Check Nos. 200164 – 200166	\$1,375.18
MAGISTRATE COURT FUND:	Check Nos. 300193 – 300194	\$269.00
911 FUND:	Check Nos. 3967 – 3972	\$2,175.00
HOME CONFINEMENT FUND:	Check Nos. 305 - 306	\$394.10
PARKS & RECREATION FUND:	Check Nos. 1345 - 1349	\$14,467.22
PENDLETON COUNTY COMM BLDG:	Check No. 1225	\$251.56

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER DAHMER, VOTE UNANIMOUS, UNTIL TUESDAY, JUNE 6, 2023.

President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,376,123.30	219,567.19-	50,018.23	1,206,574.34
PENDLETON COUNTY 911	153,773.34	6,470.01-	.00	147,303.33
HOME DETENTION	81,883.30	.00	105.00	81,988.30
RESERVE FOR SPEC EMERG	.00	.00	.00	.00
PARKS & REC	83,109.76	.00	.00	83,109.76
CHCB	163.97	.00	.00	163.97
PCCB	669.49	.00	.00	669.49
HEALTH REIMB	246,034.42	.00	.00	246,034.42
ASSESSOR'S VAL	120,457.73	.00	12,142.28	132,600.01
FINAN STABIL FUND	.00	.00	.00	.00
CONCEALED WEAPONS	11,859.61	739.22-	15.00	11,135.39
SPECIAL LAW ENFORCEMENT	22,285.92	.00	.00	22,285.92
AMER RES PLAN ACT	1,136,404.37	42,871.69-	.00	1,093,532.68
CERTIFIED TO STATE	.00	.00	.00	.00
BOARD OF HEALTH	220,283.31	8,105.27-	.00	212,178.04
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	56,390.11	.00	.00	56,390.11
FINANCIAL STAB.-CD 2	.00	.00	.00	.00
FINANCIAL STAB.-MONEY MAR	231,289.26	.00	.00	231,289.26
FINAN STABIL FUND	1,306,222.35	.00	.00	1,306,222.35
GENERAL CO 12 MONTH CD	.00	.00	.00	.00
GENERAL CO 6 MONTH CD	.00	.00	.00	.00
GENERAL CO MONEY MARKET	1,474,023.83	.00	.00	1,474,023.83
911 SUPER SAVINGS	.00	.00	.00	.00
911 24 MONTH CD	.00	.00	.00	.00
GEN CO CD	1,513,672.20	.00	.00	1,513,672.20
PEN CO 911 FEES FUND MM	506,921.15	.00	.00	506,921.15
911 CD FEES FUND	100,333.47	.00	.00	100,333.47
*** BANK TOTAL ***	8,641,900.89	277,753.38-	62,280.51	8,426,428.02

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,862.74	.00	.00	1,862.74
PEND CO HOUSING	67,940.57	.00	.00	67,940.57
*** BANK TOTAL ***	69,803.31	.00	.00	69,803.31

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 ***	8,711,704.20	277,753.38-	62,280.51	8,496,231.33
CASH ON HAND				200.00
*** TOTAL ***				8,496,431.33

DATE: 5/09/23
TIME: 12:09:38

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 4/2023

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	4022206.60	314394.33	273295.59-	4063305.34
FUND - 002	COAL SEVERANCE				
	FUND 002 TOTALS	17322.04	6811.31	3349.27-	20784.08
FUND - 003	DOG AND KENNEL				
	FUND 003 TOTALS	6437.70	.00	.00	6437.70
FUND - 004	GENERAL SCHOOL				
	FUND 004 TOTALS	16359.54	3178.75	.00	19538.29
FUND - 005	MAGISTRATE COURT				
	FUND 005 TOTALS	1159.67	295.50	578.00-	877.17
FUND - 006	WORTHLESS CHECK				
	FUND 006 TOTALS	1862.74	.00	.00	1862.74
FUND - 007	PEND CO 911				
	FUND 007 TOTALS	657027.49	145960.12	48429.66-	754557.95
FUND - 008	HOME DETENTION				
	FUND 008 TOTALS	81863.50	1170.00	1045.20-	81988.30
FUND - 011	RES FOR SPEC EMERG				
	FUND 011 TOTALS	56251.93	138.18	.00	56390.11
FUND - 013	BOARD OF PARKS				
	FUND 013 TOTALS	77804.82	6844.87	1539.93-	83109.76
FUND - 024	PEND CO HOUSING				
	FUND 024 TOTALS	67754.57	186.00	.00	67940.57
FUND - 025	CHCB				
	FUND 025 TOTALS	484.76	.00	320.79-	163.97

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	908.89	998.56	1237.96-	669.49
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	252582.98	20.31	6568.87-	246034.42
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	147668.90	12448.49	27517.38-	132600.01
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1532868.89	4642.72	.00	1537511.61
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	10774.61	600.00	239.22-	11135.39
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	22284.08	1.84	.00	22285.92
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	1093694.68	.00	162.00-	1093532.68
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	14.00	14.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	210.00	210.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	70.00	70.00-	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	500.00	500.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	2476.43	2476.43-	.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	201905.86	35911.88	25639.70-	212178.04
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	262561.61	262561.61-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	8928.23	8928.23-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	500.56	500.56-	.00
	FINAL TOTALS	8352752.04	808863.69	665184.40-	8496431.33
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	8,711,704.20			
	ORDERS/DEBITS OUTSTANDING:	277,753.38-			
	DEPOSITS/CREDITS OUTSTANDING:	62,280.51			
	NET BANK BALANCE	8,496,231.33			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	8,496,431.33			

I, Chadwick Bowers 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 April 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 12 day of May 2023

Chadwick Bowers Sheriff of Pendleton County