

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, MAY 18, 2021 AT 9:00 A.M.

COMMISSIONERS PRESENT: GENE MCCONNELL, PRESIDENT; CARL HEVENER AND CAROLE HARTMAN,

OTHERS PRESENT: KAREN PITSENBARGER, ADMINISTRATOR; SHAWN STINSON, THE PENDLETON TIMES; KATIE CLEVINGER, DUSTIN SNIDER, NANCY BJORKGREN, BRENDA HUEY, CHUCK TURBANIC, RESIDENTS

Minutes of the May 4, 2021 meeting of the County Commission, on motion of Carl Hevener, were unanimously approved.

Brenda Huey, Chuck Turbanic and Nancy Bjorkgren, residents of Green Acre Estates, were in attendance at the meeting to ask questions and express concerns regarding a RV Park that is to be established on a neighboring property. Ms. Huey and Mr. Turbanic questioned the Commissioners if there are any county ordinances, or zoning in effect, that would prohibit the RV Park to be so near a residential community. Commissioner McConnell explained that there are no zoning laws in Pendleton County nor is there an ordinance to prohibit the owners of the adjacent property to have an RV Park. Commissioner Hartman further explained that the RV Park would be required to meet any Health Department regulations for sewer and follow FEMA guidelines that would be in place for that kind of property. Commissioner McConnell told the residents their action of recourse would be to contact an attorney and review the regulations set forth in their homeowners' covenants.

Maintenance:

The trial use of the Nextiva phones has been going well and will end next week. Ms. Pitsenbarger will contact GST and Cornerstone to get an estimate for wiring that will be required for final installation.

A bid of \$2,000 was provided by J&J Lawn Service for soft washing the community building and sidewalks. The Commission voted to go forward with the project.

No one from the Pendleton County Health Department was in attendance.

Diana Mitchell, 911 Director, was not in attendance.

The Commissioners discussed the continued use of masks while in the courthouse. It was agreed that they would follow state and CDC guidelines and not require the wearing of masks by anyone that has been vaccinated.

Commissioner McConnell reported that the engineer/architect interviews were completed and Omni Associates – Architects, Inc., from Fairmont, WV, were chosen to move forward with the courthouse annex project. Region 8 Planning and Development will continue to coordinate.

Commissioner McConnell reported that the lack of volunteers for Pendleton County Emergency Services has come to a critical point. It has become apparent that there is a need for an Emergency Services Coordinator to oversee all emergency services in the county. This position would encompass the oversight of Office of Emergency Management, the 911 center and be a facilitator to the fire and rescue departments and law enforcement. The position would also pursue grant funding for the county in regards to emergency services. Ms. Pitsenbarger will place ads in the local and surrounding county newspapers as well as post on appropriate websites.

The lease agreement with Division of Natural Resources for office space in the community building was signed. Details of the lease had been previously approved.

By motion of Commissioner Hartman, vote unanimous, a 100 Days of Reading Challenge Kickoff Proclamation was signed designating June 1, 2021 as the kickoff day to support summer reading hosted by the Pendleton County Library.

The Sheriff's monthly financial statement for April 2021 was reviewed.

DATE: 5/05/21 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 9:51:03 BANK BALANCE AS OF 04/30/2021 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,877,722.33	142,608.34-	23,048.29	1,758,162.28
PENDLETON COUNTY 911	189,694.99	325.00-	.00	189,369.99
HOME DETENTION	59,156.49	8.58-	.00	59,147.91
RESERVE FOR SPEC EMERG	55,822.71	.00	.00	55,822.71
PARKS & REC	77,351.87	.00	.00	77,351.87
PCCB	1,891.45	831.95-	.00	1,059.50
HEALTH REIMB	268,676.87	.00	.00	268,676.87
ASSESSOR'S VAL	81,160.38	.00	4,434.82	85,595.20
FINAN STABIL FUND	672,669.94	.00	.00	672,669.94
CONCEALED WEAPONS	19,123.45	660.00-	165.00	18,628.45
SPECIAL LAW ENFORCEMENT	3,220.90	.00	.00	3,220.90
COVID-19	5,573.00	.00	.00	5,573.00
BOARD OF HEALTH	273,161.89	13,659.10-	311.55	259,814.34
CLEARING ACCOUNT	.00	.00	.00	.00
FINANCIAL STAB.-CD 2	602,401.48	.00	.00	602,401.48
FINANCIAL STAB.-MONEY MAR	608,515.51	.00	.00	608,515.51
GENERAL CO 12 MONTH CD	273,482.83	.00	.00	273,482.83
GENERAL CO 6 MONTH CD	53,114.31	.00	.00	53,114.31
GENERAL CO MONEY MARKET	481,629.38	.00	.00	481,629.38
911 SUPER SAVINGS	460,207.22	.00	.00	460,207.22
911 24 MONTH CD	9,493.09	.00	.00	9,493.09
*** BANK TOTAL ***	6,074,070.09	158,092.97-	27,959.66	5,943,936.78

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,636.03	.00	.00	1,636.03
PEND CO HOUSING	66,036.87	.00	.00	66,036.87
*** BANK TOTAL ***	67,672.90	.00	.00	67,672.90

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	29.60	.00	.00	29.60
*** BANK TOTAL ***	29.60	.00	.00	29.60

*** COUNTY TOTAL ***	6,141,772.59	158,092.97-	27,959.66	6,011,639.28
CASH ON HAND				200.00
MAG CRT WITNESS				43.40
*** TOTAL ***				6,011,882.68

DATE: 5/05/21
 TIME: 9:52:21

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 4/2021

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	62712.66	.00	62712.66
FUND 001 TOTALS		2434162.25	295891.24	276235.73-	2453817.76
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		6303.03	3027.48	1825.02-	7505.49
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		5143.42	.00	.00	5143.42
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		13547.44	5660.15	.00	19207.59
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		6461.44	531.00	540.24-	6452.20
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1561.03	75.00	.00	1636.03
FUND - 007	PEND CO 911				
FUND 007 TOTALS		484063.78	209694.58	34688.06-	659070.30
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		58603.86	902.00	357.95-	59147.91
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		55818.12	4.59	.00	55822.71
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		74158.65	4594.40	1401.18-	77351.87
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		66027.37	9.50	.00	66036.87
FUND - 025	CHCB				
FUND 025 TOTALS		115.59	.00	85.99-	29.60

DATE: 5/05/21
TIME: 9:52:21

PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 4/2021

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	154.05	2121.12	1215.67-	1059.50
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	277741.28	2346.53	11410.94-	268676.87
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	93493.62	4885.52	12783.94-	85595.20
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1882113.87	1473.06	.00	1883586.93
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	18053.45	710.00	135.00-	18628.45
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	3078.85	1142.05	1000.00-	3220.90
FUND - 206	COVID-19				
	FUND 206 TOTALS	5778.43	.00	205.43-	5573.00
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	45.20	45.20-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	180.00	180.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	525.00	525.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	1423.76	1423.76-	.00

DATE: 5/05/21
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PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 4/2021

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68264.11	4130.51	3073.72-	69320.90
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	234966.41	57280.10	32432.17-	259814.34
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	185460.41	185460.41-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	5945.53	5945.53-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	451.12	451.12-	.00
	FINAL TOTALS	5794794.89	788509.85	571422.06-	6011882.68
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	6,141,772.59			
	ORDERS/DEBITS OUTSTANDING:	158,092.97-			
	DEPOSITS/CREDITS OUTSTANDING:	27,959.66			
	NET BANK BALANCE	6,011,639.28			
	CASH ON HAND	200.00			
	MAG CRT WITNESS	43.40			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	6,011,882.68			

I, Chadwick L. 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 2021 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 May 2021

Chadwick L. Bowers 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 CARL HEVENER, AND UNANIMOUSLY CONFIRMED.

The probation of the Last Will and Testament of **John David Ruddle, deceased**; Witnesses by affidavit, Lorena B. Hoover and Kathy M. Sponaule; Johnnie L. Ruddle was nominated in the will as Executrix, she declined to serve. Zachary B. Ruddle and Jennifer L. Ruddle were nominated in the will as alternate Co-Executors. Jennifer L. Ruddle declined to serve. Zachary B. Ruddle was appointed as Executor of the **Estate of John David Ruddle, deceased**; Bond not required per Last Will and Testament of deceased.

The appointment of Anita Warner as Administratrix of the **Estate of Isaac David Warner, deceased**; Bond in the amount of \$10,000.00, Sole heir, no surety required.

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED ON MOTION OF CARL HEVENER, UNANIMOUSLY CONFIRMED AND ORDERED RECORDED AND FILED:

Kimberely Godwin, as Executrix of the **Estate of Richard C. Phares, Sr., deceased**; Waiver of Final Settlement

Judith Ann Hickey, as Executrix of the **Estate of Norma Lee Arnold, deceased**; Affidavit and Waiver of Final Settlement

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 32067 – 32097	\$49,508.50
COAL SEVERANCE FUND:	Check Nos. 200104 – 200106	\$1,499.00
MAGISTRATE COURT FUND:	Check No. 300101	\$207.15
911 FUND:	Check Nos. 3537 – 3543	\$1,652.38
HOME CONFINEMENT:	Check No. 256	\$233.40
PARKS & RECREATION FUND:	Check Nos. 1139 – 1142	\$11,697.24
PENDLETON COUNTY COMM BLDG:	Check Nos. 1177 – 1178	\$898.10

On motion of Commissioner Hartman, vote unanimous, the following exoneration was approved:

Clinton Fawley, Franklin District, \$7.33

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, JUNE 1, 2021.

President