

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, MAY 7, 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; APRIL MALLOW, PROSECUTING ATTORNEY; MIKE ALT; TINA EYE

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

Minutes of the April 16, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

The remainder of the parking lot at Pendleton County Community Building (PCCB) has been paved and striped. They also striped at the Health Department and Courthouse.

On motion of Commissioner Dahmer, vote unanimous, GW Hiner will clean the gutters at the Clinton Hedrick Community Building (CHCB).

Diana Mitchell, 911 Director, stated that nothing major was going on at the 911 Center, just normal operations.

Rick Gillespie, Emergency Services Coordinator, informed the Commission that the 911 Advisory Council is in the process of updating their by-laws.

The financial feasibility report needed to move forward with the Annex is still not completed. Once it is completed, should be able to put out for bid.

One quote for replacing the front and side doors of the Courthouse was received in the amount of \$31,792.00. All Commissioners felt that was excessive. Alternatives were discussed to allow the single point entry to move forward.

Commissioner Dahmer read a proclamation for Men's Health Week. On motion of Commissioner Dahmer, vote unanimous, the Commission proclaimed June 10 – 16, 2024 as Men's Health Week.

Mike Alt and Tina Eye submitted the first quarterly invoice for the EMS Salary Enhancement funds in the amount of \$20,960.25. They may need to revise how to reimburse volunteers as this amount is approximately \$10,000 below the amount needed to spend quarterly to expend all funds in the time period the state requires.

They also submitted an invoice in the amount of \$749.47 for the Crisis Response Team training.

Commissioner Carl Hevener was reappointed to the Region 8 Solid Waste Authority Board on motion of Commissioner Dahmer, vote unanimous.

On motion of Commissioner Dahmer, vote unanimous, the third budget revision for General County for the current fiscal year, was approved in the amount of \$167,418.00.

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 827-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
FY: 2024
Fund: 1
Rev. No: 3
Pages: 1

Pendleton County Commission
GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: **Elise M. White**
Phone: **304-358-2505**
Fax: **304-358-2473**
Email: countyclerk@pancownv.com

P.O. Box 1167

STREET OR PO BOX

COUNTY

Franklin

26807

Government Type

CITY

ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
309	Hotel Occupancy Tax	112,000	12,034		124,034
322	Federal Grants	47,965	98,769		146,734
323	State Grants	10,000	30,000		40,000
365	Interest Earned	85,000	20,825		105,825
382	Refunds/Reimbursements (External Sources)	367,274	5,790		373,064
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			167,418		

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
424	Courthouse	322,900	3,580		326,480
442	Federal Grants		75,000		75,000
443	State Grants	11,000	30,000		41,000
711	Emergency Services/OES	236,074	44,350		280,424
713	Fire Department	77,500	3,008		80,508
715	Ambulance Authority	35,500	3,009		38,509
809	Water	283,654	2,454		286,108
911	Visitor's Bureau	56,000	6,017		62,017
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			167,418		

APPROVED BY THE STATE AUDITOR
BY: Deputy State Auditor, Local Government Services Div. Date

Elise M. White
AUTHORIZED SIGNATURE OF ENTITY

5/7/2024
APPROVAL DATE

RESOLUTION

At a regular session of the Pendleton County Commission, held May 7, 2024 the following order was made and entered:

SUBJECT: The revision of the General County Levy Estimate 2023-2024 Budget for the County of Pendleton. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the County Commission does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number three, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Commissioner Roger Dahmer, and duly seconded by Commissioner Jimmie Bennett, the vote thereon was as follows:

Commissioner Carl Hevener - Yes
Commissioner Roger Dahmer - Yes
Commissioner Jimmie Bennett - Yes

WHEREUPON, Carl Hevener, President, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the County Clerk, Elise M. White is authorized to fix her signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

On motion of Commissioner Bennett, vote unanimous, the Sheriff's May 2024 Delinquent list was approved.

The following exonerations, on motion of Commissioner Bennett, vote unanimous, were approved:

James A Phares, Circleville District, \$30.14
Franklin Ruritan Club, Franklin District, \$4.07
Eriks Brolis, Union District, \$133.21
Barbara Frank, Circleville District, \$64.78

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 Tuesday, April 16, 2024, through Monday, May 6, 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, Tuesday, April 23, 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, **LOY BAER** was appointed and qualified as ADMINISTRATOR of the estate of **LEON ELMER BAER**, deceased. Bond was 5,000.00.

On, Friday, May 3, 2024, the following matters were disposed of in the presence of the Clerk:

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

SUELINN ROSS, who was named in the last will and testament of **MARY LOUISE BOWERS**, deceased, as CO ADMINISTRATRIX CTA thereof, qualified as such. Bond was 50,000.00.

KEENEN BOWERS, who was named in the last will and testament of **MARY LOUISE BOWERS**, deceased, as CO ADMINISTRATOR CTA thereof, qualified as such. Bond was 50,000.00.

On, Monday, May 6, 2024, the following matters were disposed of in the presence of the Clerk:

The said estate of **SAMUEL J. MACMICHAEL**, deceased was referred to **G. ISAAC SPONAUGLE, III**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

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

NANCY R. BLANKENSHIP, who was named in the last will and testament of **MICHEAL V. BLANKENSHIP**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Elise M. White

Monday, May 6, 2024

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 Dahmer, and unanimously confirmed:

Zane Good, Executrix of the **Estate of Edward C. Piotrowski, deceased**; Affidavit and Waiver of Final Settlement

Tony Nesselrodt & Benny (aka Bennie) Lee Nesselrodt, Co-Executors of the **Estate of Benny (aka Bennie) Earl Nesselrodt, deceased**; Affidavit and Waiver of Final Settlement

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 34756 – 34806	\$74,566.30
	April Payroll	\$178,777.79
COAL SEVERANCE FUND:	Check Nos. 200232 – 200237	\$1,346.75
DOG FUND:	Check No. 453	\$27.90
MAGISTRATE COURT FUND:	Check No. 300219	\$24.00
911 FUND:	Check Nos. 4189 – 4198	\$58,771.58
HOME CONFINEMENT FUND:	Check No. 332	\$100.00
PARKS & RECREATION FUND:	Check Nos. 1432 – 1440	\$2,190.27
CLINTON HEDRICK CB FUND:	Check Nos. 1154 – 1155	\$232.73
PENDLETON COUNTY CB FUND:	Check No. 1246	\$270.00
EMS SALARY ENHANCEMENT FUND:	Check Nos. 1000 - 1001	\$21,709.72

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, MAY 21, 2024.

President