

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, NOVEMBER 2, 2021 AT 9:00 A.M.**

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

**OTHERS PRESENT: KAREN PITSENBARGER, COUNTY ADMINISTRATOR; ELISE WHITE, COUNTY CLERK; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; DIANA MITCHELL, 911 DIRECTOR; KEN BUSTIN, EDITOR, THE PENDLETON TIMES; CHAD BOWERS, SHERIFF; LAURA BROWN, ECONOMIC DEVELOPMENT AUTHORITY DIRECTOR; SGT. ANDY TETER, STATE POLICE**

Minutes of the October 19, 2021 meeting of the County Commission, on motion of Carole Hartman, were unanimously approved.

Maintenance:

J&L Reconditioning will do a weekly thorough cleaning at 911 center for \$50 per week.

A&S Enterprises, LLC has cleaned the septic system at the Clinton Hedrick Community Building (CHCB).

All wiring for the new phone system is complete. Phone numbers have been submitted to Frontier for transferring to the new system.

Lightner's Electrical, LLC has agreed to replace the lights in Bruce Minor's & Rick Gillespie's offices.

Diana Mitchell, 911 Director, stated that she had not received any applications for the part-time dispatcher. Carole Hartman suggested that she use social media in addition to putting in the paper.

Rick Gillespie, Emergency Services Coordinator, informed the Commission that the HVAC system at the 911 Center is nearing its end of life. Gene McConnell requested that Rick get an estimate to replace the system.

Rick also informed the Commission that he had filed a formal complaint against Frontier to the Public Service Commission (PSC) for several recent issues in connection with an accident on Allegheny Mountain and removing fallen trees from lines.

He is still working on creating a 911 policy manual.

The contract with Omni Associates for the courthouse annex is being worked on by April Mallow, Prosecuting Attorney.

Carole Hartman said she had informed the Ruddle Park board about them being a separate entity and discussed the liability insurance with them. She is in contact with WVCORP about a obtaining a separate policy for the park from the County.

There were four responses to the Request for Proposal (RFP) Broadband Feasibility Study. The respondents were DesignNine, Thompson & Litton, HGA (Hunt, Guillot & Associates LLC), and Power System Engineering, Inc. Interviews will be held on Tuesday, November 16, 2021 at 1:00 p.m.

The Commission is still waiting for clarification on whether American Rescue Plan Act (ARPA) funds may be used for any grant matches. Carole Hartman made motion, vote unanimous, to allocate up to one million (\$1,000,000.00) of the ARPA funds for any broadband grant match provided using these funds for matches will be allowed. She made a second motion, vote unanimous, to allocate up to five hundred thousand (\$500,000.00) of the County's financial stabilization fund for a match if the ARPA funds are not allowed to be used.

Sgt. Andy Teter expressed concern as both a Pendleton County citizen and as member of WV State Police about the lack of broadband availability in the County and whether the areas that are most in need will be the ones that will receive service. He inquired about the federal government providing financial support as parts of Pendleton County are restricted because of federal entities (Green Bank Observatory and Sugar Grove Communications Station). The Commission informed him that they have contacted the federal government and West Virginia senators, delegates, etc., but received little or no response, but are willing to try again if Mr. Teter will provide them in writing with his concerns and supportive data.

Elise White, County Clerk, stated that Highmark Blue Cross Blue Shield has given the County another premium holiday for the month of November. No health insurance premium will need to be paid. She also informed the Commission that we will not be allowed to enter into the Public Employees Insurance Agency (PEIA) due to Senate Bill 398 that was passed April 10, 2021 which stated that PEIA is not allowed to accept any new non-state agencies into their system.

Carole Hartman made motion, vote unanimous, to continue with the current health insurance plan with Highmark Blue Cross Blue Shield.

Elise White, County Clerk, showed the Commission where the new delegate district lines were drawn and which precincts will be affected. She is currently waiting for additional information from Atlas Geographic in regards to whether the magisterial districts will need to be changed.

**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 appointment of Joseph A. Ours as Administrator in the **Estate of Marlene Frances Ours, deceased**. Bond in the amount of \$500.00 with Andrew Ours as Surety.

**THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION:**

None.

On motion of Carl Hevener, vote unanimous, the following exonerations were approved:

Community Works in WV, Inc. – Sugar Grove District, \$267.65  
David V. Smith – Franklin District, \$23.09

Lois K. & Roy T. Carr – Union District, \$142.82  
Jeri Simmons – Bethel District, \$61.08  
Jack & Lucille Hedrick – Mill Run District, \$61.73

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:**

GENERAL COUNTY FUND:	Check Nos. 32507 – 32539	\$96,832.60
COAL SEVERANCE FUND:	Check No. 200114	\$951.14
MAGISTRATE COURT FUND:	Check Nos. 300120 - 300122	\$498.48
911 FUND:	Check Nos. 3622 – 3633	\$37,712.04
PARKS & RECREATION FUND:	Check Nos. 1194 - 1199	\$1,347.87
COVID-19 FUND:	Check No. 168	\$203.43

Karen Pitsenbarger, County Administrator mentioned that several employees and members of the public had inquired when the mandatory mask mandate for the Courthouse would end. The Commission discussed that as cases were down in the County, they felt it was not necessary to continue with the mandate.

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, NOVEMBER 16, 2021.

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President