

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, NOVEMBER 4, 2025 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; STEPHEN SMOOT, THE PENDLETON TIMES (BY PHONE); MIKE ALT; JENNIFER TAYLOR-IDE; KING SEEGAR; MIKE CRITES, EXECUTIVE DIRECTOR HARDY COUNTY COMMITTEE ON AGING

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

Minutes of the October 21, 2025 regular meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Mike Crites, Executive Director of the Hardy County Committee on Aging, reported to the Commissioners that they have signed a ten-year contract with Fresenius Kidney Care to provide a dialysis center in Moorefield. The projected opening of the center is anticipated to be in January 2026.

Rick Gillespie, Emergency Services Coordinator, stated that the renovations are continuing at the Pendleton County General Services Center (PCGSC) in the OEM and EOC offices. A Request for Bids will be placed in The Pendleton Times next week for work on additional office spaces.

Mr. Gillespie also mentioned that there will be additional quiet zone testing this week.

Mr. Gillespie reported that April Mallow, Prosecuting Attorney, had reviewed the amended 911 Fee Ordinance. He said the contacts and addresses need to be verified and then would be ready for the public meeting. The proposed increase would be \$2.50 to \$5.00 for residential and \$8.00 to \$12.00 for businesses.

The Pendleton County Library needs two blower motors replaced at a cost of \$1,346.00 from AQS. On motion of Commissioner Dahmer, vote unanimous, the maintenance was approved to be paid from County funds.

A drawdown in the amount of \$398,258.78 for the Courthouse Annex project was submitted. Commissioner Dahmer made a motion to approve the drawdown, vote unanimous.

On motion of Commissioner Dahmer, vote unanimous, the Commission approved to charge the Town of Franklin a fee of \$1,200.00 to place their ballot on the County primary ballot.

Mike Alt informed the Commission that emergency services are seeing some funding issues with the Federal shutdown.

The Courthouse Christmas luncheon is scheduled for December 15, 2025 at 1:00 p.m. On motion of Commissioner Dahmer, vote unanimous, the Courthouse will close at 12:00 p.m.

The following appointments of administrators, executors, etc., done by the County Clerk in vacation of the Commission were approved on motion of Commissioner Bennett, vote unanimous.

The appointment of Leroy Kuh as Administrator in the **Estate of Samuel Lee Kuh, deceased**. Bond in the amount of \$13,000.00 with State Farm Insurance as Surety.

The following settlements of accounts were this day presented to the Commission and were approved on motion of Commissioner Bennett, vote unanimous.

Harry Michael Eye, Executor of the **Estate of Pamela S. Rexrode, deceased**; Affidavit and Waiver of Final Settlement

Kathy H. Minor, Executrix of the **Estate of Ruth S. Hott, deceased**; Report of Receipts, Disbursements and Distribution

Robert Duane Kimble, Administrator of the **Estate of Robin K. Kimble, deceased**; Affidavit and Waiver of Final Settlement

Gary A. Sheffer, Executor of the **Estate of Naomi Wilfong Mitchell, deceased**; Waiver of Final Settlement

There were no exonerations.

King Seegar commended Emergency Services employees Bruce Minor and Rick Gillespie for their hard work on distributing the pre-packaged food from the State to those who needed it.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 36166 – 36204	\$20,024.96
COAL SEVERANCE FUND:	Check Nos. 200320 - 200322	\$468.53
MAGISTRATE COURT FUND:	Check No. 300247	\$24.00
911 FUND:	Check Nos. 4542– 4555	\$4,571.64
HOME CONFINEMENT FUND:	Check No. 371	\$200.00
PARKS & RECREATION FUND:	Check Nos. 1597 - 1600	\$90.27
CLINTON HEDRICK CB FUND:	Check No. 1201	\$63.80
ARPA FUND:	Check No. 138	\$3,060.00
PENDLETON CO BLDG COMM FUND:	Check Nos. 1022 – 1023	\$307,752.28

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, NOVEMBER 18, 2025.

President