

**AT A COUNTY COMMISSION CONTINUED AND HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE THEREOF, ON TUESDAY, OCTOBER 15, 2019.**

**PRESENT: COMMISSIONERS GENE McCONNELL, CARL HEVENER AND CAROLE HARTMAN.**

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

Check No. 30688 - 30714 \$66,357.56

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

Check No. 200026 \$117.44

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

Check Nos. 300036 \$70.00

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF 911 FUND:**

Check Nos. 3166 - 3178 \$5,339.73

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

Check No. 236 \$218.40

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF PARKS & RECREATION FUND:**

Check No. 1013 \$142.72

**ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF CLINTON HEDRICK COMMUNITY BUILDING FUND:**

Check Nos. 1056 - 1059 \$411.37

Minutes of the October 1, 2019 meeting of the County Commission were unanimously approved.

**Maintenance:**

Karen Pitsenbarger, County Administrator, informed the Commission that the Stop the Bleed basic kits cost approximately \$60 each. Carole Hartman made motion, vote unanimous, to order 12 kits to be placed in each office in the Courthouse and at the Extension Office.

Mr. Bolling, who presented the Active Shooter training class, will return on November 12 to do an in-depth assessment of each office in the Courthouse. The Commissioners discussed several options for alerts and security.

The Commissioners discussed storage needs. Carl Hevener presented a draft drawing of a 14-foot x 50-foot building divided into 6 separate rooms.

Diana Mitchell gave an update on the helipad. Mr. White looked at several locations, including the existing one, and stated that the existing helipad is in a good location if pedestrian traffic could be controlled. Carole Hartman recommended that additional signage be placed at the current site regarding pedestrian traffic. Mr. White was planning to present his findings to another committee to get additional input on the locations.

Diana stated that Mike Harman has determined the mapping problem is not in our CAD system, it is an external issue. He is continuing to work on finding the problem.

Carole Hartman questioned Diana if there was more than one person who had accessibility to the EMS restocking cabinet. Diana informed her that there is an alternate method of accessibility if the main person is unavailable.

There are now five full-time dispatchers and 2 part-time dispatchers employed. Two of the full-time and one of the part-time are in training.

Upon motion of Carole Hartman, vote unanimous, the Commission signed the Records Management and Preservation Grant to the West Virginia Division of Culture and History.

Elise White, County Clerk, presented the Blue Cross Blue Shield Insurance renewal information to the Commissioners. The premiums will increase by approximately 9.17%. Carole Hartman made a motion, vote unanimous, to accept the renewal for the plan year beginning December 1, 2019.

Carl Hevener recommended that someone from the Senior Center should come to the next meeting of the Commission to request support.

The Commission signed a Proclamation declaring October, 2019 as Breast Cancer Awareness month.

The Sheriff's monthly financial statement for August 2019 was reviewed. Elise White mentioned that there have been some issues with getting the reports reconciled. Morgan Basagic, Chief Tax Deputy, indicated that he believes the issues stem from a software problem. He has been in contact with Software Systems, however, there is only one employee who knows the system well enough to try to determine where the problem is. The Commission requested that he contact other counties to see if they are also having problems.

**THE FOLLOWING APPOINTMENTS OF ADMINISTRATORS, EXECUTORS, ETC., DONE BY THE CLERK IN VACATION OF THE COMMISSION, WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED AND CONFIRMED.**

The probation of the Last Will and Testament of **S. Harold Raines, deceased**; Witnesses by affidavit, Amy B. Berg and Nancy Bowers; The appointment of Hilda Raines as Executrix of the **Estate of S. Harold Raines, deceased**; Permitted to qualify without bond as provided in the Last Will and Testament of the deceased.

**THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED AND ORDERED RECORDED AND FILED:**

Janice Harper, Executrix of the **Estate of Ella M. Riggleman, deceased**; Affidavit and Waiver of Final Settlement

On motion of Carole Hartman, vote was unanimous, the following application for correction of erroneous assessment was approved:

EXONERATIONS:

Stephen & Julie Cook, III – Bethel District, \$121.01

The Assessor, Carolyn Sponaugle, has completed the Farm Census of 2019 and has satisfactorily complied with the requirements of the Farm Statistics Law. She is eligible to receive a supplement in the amount of \$50.00.

ORDERED THAT COMMISSION DO ADJOURN UNTIL TUESDAY, NOVEMBER 5, 2019.

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President