

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, OCTOBER 15, 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 (BY PHONE); DIANA MITCHELL, 911 DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; MIKE ALT

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

Minutes of the October 1, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

Karen Pitsenbarger received a quote of just over \$48,000 for replacing HVAC units at the Pendleton County Community Building (PCCB) for several offices.

Rick Gillespie, Emergency Services Coordinator, gave the Commissioners a heads up on potential upgrades for the 911 system. He stated that upgrading to the Next Generation 911 (NG911) is not yet mandatory but expects it to be made so in the near future. The upgrade would allow for citizens to send texts, videos or other data during an emergency call to the 911 Center. He estimates the cost could be anywhere from \$70,000 - \$100,000.

Mr. Gillespie reported that the steel has arrived for the Seneca Rocks Tower and the foundations have been dug and prepped for the building and generator. The weather will play a factor as to when they can begin constructing the tower.

He also mentioned in regards to the Elk Mountain camera, that the vendor that VDOT had been using no longer handles this area. A new company, Parsons, has been contacted and are currently waiting on a quote from them for installing the camera.

The Commission met with the USDA on the Courthouse Annex and are waiting for approval to go to bid. Omni will be submitting new drawings for the handicap ramp by the end of the next day. Lance Construction is ready to start on October 21.

Mike Alt submitted the request from PCER for the third quarter EMS Salary Enhancement funds in the amount of \$56,740.25. He stated they averaged 105 calls per month, with 90 of them including transport. The response time has remained at an average of thirty-three minutes.

The extension agency has requested funds for the Energy Express program for youth during the summer. They currently need an additional \$10,000 for the program. On motion of Commissioner Dahmer, vote unanimous, the request was tabled to the next meeting for additional information.

The following board appointments were approved by the Commission on motion of Commissioner Dahmer, vote unanimous.

911 Advisory Board: Bradley Kimble, Tina Eye, Jerry Bowers, 3-year terms

Board of Health: Bob Grimm, 5-year term; Carmen Rexrode, 1-year term

PCEDA: Corey Thomas, Jamie DiFalco, Bill Loving, Carl Warner, Kristen Dingess, Jenna Miller, 3-year terms

Potomac Highlands RC&D: Roger Dahmer

Workforce Development Board: Roger Dahmer

The Pendleton County Public Service District board appointment was tabled until the next meeting.

On motion of Commissioner Dahmer, vote unanimous, an application and Resolution for the Records Management and Preservation Grant for personnel to do scanning and indexing in the County Clerk's Office in the amount of \$10,000 was signed.

On motion of Commissioner Dahmer, vote unanimous, the Commission will sign a letter of support for the South Branch Valley Day Report Center to obtain a grant for an opioid program.

The Commission discussed the health insurance premiums. Highmark Blue Cross Blue Shield submitted a renewal plan with a 5.66% increase in premiums. On motion of Commissioner Dahmer, vote unanimous, the Commission agreed to keep the current plan as is with the County paying 88% of the premium and the employee paying 12%.

The Commission reviewed the September employee timesheets.

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.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Tuesday, September 17, 2024, through Friday, October 11, 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, Thursday, October 3, 2024, the following matters were disposed of in the presence of the Clerk:

The said estate of FRANCES WARNER VONSCHILLING, deceased was referred to ISAAC SPONAUGLE III, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

The last will and testament of PAMELA S. REXRODE, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

HARRY MICHAEL EYE, who was named in the last will and testament of PAMELA S. REXRODE, deceased, as EXECUTOR thereof, qualified as such. Bond was 20,000.00.

Elise M. White

Friday, October 11, 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 Bennett, and unanimously confirmed:

Donna Ruddle, Administratrix cta of the **Estate of Rosa Lynn Tichenor, deceased**; Affidavit and Waiver of Final Settlement

Beverly S. Vance, Executrix of the **Estate of Sweetie Vance, deceased**; Affidavit and Waiver of Final Settlement

Gary D. Puffenbarger, Executor of the **Estate of Carl D. Puffenbarger, deceased**; Affidavit and Waiver of Final Settlement

There were no exonerations.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 35230 – 35272	\$81,287.74
	September Payroll	\$245,670.08
COAL SEVERANCE FUND:	Check Nos. 200260 - 200263	\$1,044.55
DOG & KENNEL FUND:	Check No. 461	\$66.60
MAGISTRATE COURT FUND:	Check No. 300229	\$24.00
911 FUND:	Check Nos. 4285– 4294	\$71,328.38
HOME CONFINEMENT FUND:	Check No. 342	\$200.00
CLINTON HEDRICK CB FUND:	Check No. 1164	\$35.82
PENDLETON COUNTY CB FUND:	Check No. 1257	\$305.78
EMS SALARY ENHANCEMENT FUND:	Check No. 1003	\$56,740.25

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, NOVEMBER 19, 2024.

President