

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, OCTOBER 17, 2023 AT 9:05 A.M.

COMMISSIONERS PRESENT: CARL HEVENER, PRESIDENT AND ROGER DAHMER AND JIMMIE BENNETT

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; APRIL MALLOW, PROSECUTING ATTORNEY; CHAD BOWERS, SHERIFF; DIANA MITCHELL, 911 DIRECTOR; LAURA BROWN, SENECA ROCKS REGIONAL DEVELOPMENT AUTHORITY DIRECTOR; JANICE LANTZ, PENDLETON SENIOR AND FAMILY SERVICES DIRECTOR; STEPHEN SMOOT, THE PENDLETON TIMES; SCOTT SOMERVILLE; SUSAN SLOWINSKI

Commissioner Dahmer led those present in prayer. Commissioner Hevener opened the meeting.

Minutes of the October 3, 2023 meeting of the County Commission, on motion of Commissioner Bennett, were unanimously approved.

Maintenance:

One of the motors for the Courthouse boiler needs replacing. AQS has estimated that it will be \$1,480 to replace. The Pendleton County Library has a unit that needs a fan motor and/or condenser replaced and AQS has estimated the cost to replace at \$1,002. On motion of Commissioner Bennett, vote unanimous, it was approved to replace both.

It was decided to wait until the Spring to evaluate again whether to pressure wash the Clinton Hedrick Community Building (CHCB).

Diana Mitchell, 911 Director, stated that all is going well at the 911 Center.

Rick Gillespie, Emergency Services Coordinator, mentioned that there is one applicant for a full-time 911 dispatcher position. He will pursue this applicant per the Commission's directive.

Mr. Gillespie updated the Commission regarding the letter from the State about the salary enhancement and crisis response services support funds the County is expected to receive. He spoke with Joseph Ratliff, Director of Office of Emergency Medical Services, for guidance in distributing these funds. The \$125,581.40 for salary enhancement must be used to go above and beyond what is already paid by Pendleton County Emergency Rescue (PCER). The \$18,181.81 for crisis response services can be used for training only for mental health related topics for first responders. Mr. Ratliff also advised that the County retain control and distribution of the funds. Mike Alt would like to meet with the Commission to work on a plan for distribution of the funds.

Mr. Gillespie has drafted a letter to the Governor of West Virginia regarding the dangerous situations on Allegheny Mountain and requesting assistance to have the Department of Highways to do more extensive remedies. On motion of Commissioner Hevener, vote unanimous, they agreed to sign the letter and send to the Governor.

Laura Brown, Seneca Rocks Regional Development Authority Director (SRRDA), said that Lingo had contacted her and informed her they were on track for the ECF and LED grant construction.

Karen Pitsenbarger, County Administrator, informed the Commission that Mr. Newlin with Mid Atlantic Petroleum Services had emailed her that the fuel tank is estimated to be delivered the week of November 8.

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 was signed.

Scott Somerville discussed with the Commission regarding the wind turbines. He is concerned about recent possible agreements with the wind turbine companies. Commissioner Hevener requested that the people who are relaying this information to Mr. Somerville, come in person to a meeting to talk about the issue. Mr. Somerville reiterated that he desires the Commission to form a strategic planning commission for the County and that he is willing to help raise private funds to pay for any expenses that may evolve from forming this commission.

Ms. Brown informed Mr. Somerville that the SRRDA recently voted to support a regional planning commission for Grant and Pendleton Counties. Mr. Somerville inquired if a regional strategic plan would empower a local County Commission to enact an ordinance.

Mr. Somerville informed the Commission that he would like them to make a decision at the next meeting as whether they will or will not form a planning commission.

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 Bennett, and unanimously confirmed.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, October 2, 2023, through Monday, October 16, 2023

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, October 10, 2023, the following matters were disposed of in the presence of the Clerk:

The said estate of **TERRY RUNION**, deceased was referred to **M. ZELENE HARMAN**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

The last will and testament of **DAVID W. SIMMONS**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

CHRISTINA R. SIMMONS, who was named in the last will and testament of **DAVID W. SIMMONS**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Elise M. White

Monday, October 16, 2023

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:

Riley Rodgers & Bailey Rodgers, Co-Administrators of the **Estate of Timothy Calvin Rodgers, deceased**; Affidavit and Waiver of Final Settlement

The Sheriff's monthly financial statement for September 2023 was reviewed by the Commission.

There were no exonerations.

Chad Bowers, Sheriff, informed the Commission that will need to install an additional outlet in the hallway for the metal detector, which will be delivered around November 30. Hedrick's Electric will be able to install the outlet.

Mr. Bowers had also looked into a salt spreader. He mentioned that the estimated price for a good one would be around \$2,300.

He also presented his letter of retirement as Sheriff, effective December 3, 2023. Commissioner Hevener said they appreciated his service and that he will be missed.

Commissioner Hevener made a motion, vote unanimous to go into Executive Session at 9:55 a.m. for a personnel issue and land issue. The Commission adjourned out of Executive Session at 10:25 a.m. No decisions were taken in Executive Session.

On motion of Commissioner Dahmer, vote unanimous, the Commission approved to spend up to \$125,000 of 911 funds to build a road, bury conduit, excavate for a pad and general site preparation for a potential tower site in Seneca Rocks.

On motion of Commissioner Bennett, vote unanimous, the Commission approved to have Commissioner Hevener sign a lease with the Biby family upon approval of the lease from the prosecuting attorney for a potential tower site in Seneca Rocks.

On motion of Commissioner Dahmer, vote unanimous, the Commission approved to have Jeffery Bowers to do the legal work and title search for the County regarding the potential tower site in Seneca Rocks.

The Commissioners reviewed the September timesheets for County employees.

On motion of Commissioner Dahmer, vote unanimous, the Commission approved to send a donation to the Fraternal Order of Police, Seneca Trail Lodge #104, for Christmas gifts for children.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 34371 – 34401	\$64,515.67
	Payroll – September 2023	\$227,358.06
COAL SEVERANCE FUND:	Check No. 200195	\$16.37
911 FUND:	Check Nos. 4065 – 4069	\$807.53
HOME CONFINEMENT FUND:	Check No. 318 - 319	\$499.00
PARKS & RECREATION FUND:	Check No. 1395	\$62.99
PENDLETON CO COMM BLDG FUND:	Check Nos. 1231 – 1232	\$1,002.07

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, NOVEMBER 7, 2023.

President

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,971,298.55	345,284.09-	11,284.33	1,637,298.79
PENDLETON COUNTY 911	83,733.63	1,603.40-	.00	82,130.23
HOME DETENTION	84,007.80	.00	210.00	84,217.80
PARKS & REC	74,634.03	1,082.97-	.00	73,551.06
CHCB	194.41	100.41-	.00	94.00
PCCB	2,541.53	492.09-	.00	2,049.44
HEALTH REIMB	232,300.59	.00	.00	232,300.59
ASSESSOR'S VAL	179,117.12	.00	11,956.33	191,073.45
CONCEALED WEAPONS	9,167.76	300.00-	100.00	8,967.76
ELECTION ADMIN	400.56	.00	.00	400.56
REAL PROP-E RECORDING	400.56	.00	.00	400.56
SPECIAL LAW ENFORCEMENT	18,294.46	.00	.00	18,294.46
AMER RES PLAN ACT	1,023,382.45	.00	.00	1,023,382.45
CERTIFIED TO STATE	7,722.23	.00	.00	7,722.23
BOARD OF HEALTH	338,947.74	8,069.22-	938.06	331,816.58
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	57,186.31	.00	.00	57,186.31
FINANCIAL STAB.-MONEY MAR	234,554.98	.00	.00	234,554.98
FINAN STABIL FUND	1,326,527.00	.00	.00	1,326,527.00
GENERAL CO MONEY MARKET	1,497,934.51	.00	.00	1,497,934.51
GEN CO CD	1,537,201.56	.00	.00	1,537,201.56
PEN CO 911 FEES FUND MM	514,988.61	.00	.00	514,988.61
911 CD FEES FUND	101,995.66	.00	.00	101,995.66
*** BANK TOTAL ***	9,296,532.05	356,932.18-	24,488.72	8,964,088.59

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,988.71	.00	.00	1,988.71
PEND CO HOUSING	69,052.21	.00	.00	69,052.21
*** BANK TOTAL ***	71,040.92	.00	.00	71,040.92

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	9,367,572.97	356,932.18-	24,488.72	9,035,129.51
CASH ON HAND				200.00
*** TOTAL ***				9,035,329.51

DATE: 10/04/23
 TIME: 13:42:15

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 9/2023

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001	GENERAL COUNTY				
301-01-RP-	GC-TAX REPAYMENT	.00	.00	.00	.00
FUND 001 TOTALS		4359528.06	595068.65	395676.74-	4558919.97
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		11630.61	.00	1296.01-	10334.60
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		8263.72	1678.00	967.50-	8974.22
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		18500.33	2582.24	.00	21082.57
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		233.67	331.00	72.00-	492.67
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		1988.21	.50	.00	1988.71
FUND - 007	PEND CO 911				
FUND 007 TOTALS		745453.15	9528.42	55867.07-	699114.50
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		83072.80	1860.00	715.00-	84217.80
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		57024.86	161.45	.00	57186.31
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		78742.52	.00	5191.46-	73551.06
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		68793.83	258.38	.00	69052.21
FUND - 025	CHCB				
FUND 025 TOTALS		94.00	.00	.00	94.00

DATE: 10/04/23
 TIME: 13:42:15

PENDELTON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 9/2023

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1454.90	840.00	245.46-	2049.44
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	229997.12	3947.49	1644.02-	232300.59
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	179852.83	12295.09	1074.47-	191073.45
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1556280.41	4801.57	.00	1561081.98
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	8597.76	370.00	.00	8967.76
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	210.76	189.80	.00	400.56
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	210.76	189.80	.00	400.56
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	18292.96	1.50	.00	18294.46
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	1023382.45	.00	.00	1023382.45
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	.00	.00	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	315.00	315.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	90.00	90.00-	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	300.00	300.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	3491.34	3491.34-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	7722.23	.00	.00	7722.23
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4823.64	.00	.00	4823.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	340806.20	9320.79	18310.41-	331816.58
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	669304.09	669304.09-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	9729.24	9729.24-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	10300.00	10300.00-	.00
	FINAL TOTALS	8872964.97	1336954.35	1174589.81-	9035329.51
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	9,367,572.97			
	ORDERS/DEBITS OUTSTANDING:	356,932.18-			
	DEPOSITS/CREDITS OUTSTANDING:	24,488.72			
	NET BANK BALANCE	9,035,129.51			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	9,035,329.51			

I, Chadwick L. Bowers Sheriff of Pendleton County, West Virginia,
 do hereby certify that the foregoing is a true and correct statement of the finances of
Pendleton County, for the month ending Sept. 2023 showing the balance on
 hand at the beginning of the month, the amount received, the amount distributed and the
 remaining in the Treasury and County Depositories; to the Best of my abilities and knowledge.
 Given under my hand this 5 day of Oct. 2023

Chadwick L. Bowers Sheriff of Pendleton County