

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, OCTOBER 20, 2020 AT 9:00 A.M.

COMMISSIONERS PRESENT: GENE McCONNELL, PRESIDENT; CARL HEVENER AND CAROLE HARTMAN

COUNTY EMPLOYEES PRESENT: KAREN PITSENBARGER, COUNTY ADMINISTRATOR; ELISE WHITE, COUNTY CLERK; BRUCE MINOR, OEM DIRECTOR; DIANA MITCHELL, 911 DIRECTOR

PUBLIC PRESENT: SHAWN STINSON, THE PENDLETON TIMES

Minutes of the October 6, 2020 meeting of the County Commission, on motion of Carole Hartman, were unanimously approved.

Maintenance:

No major maintenance issues.

Early Voting will be held in the County Commission Office from October 21 thru October 31.

No representative from the Pendleton County Health Department attended the meeting.

Diana Mitchell, 911 Director, stated that Caliber has travel restrictions in place at this time and would not be able to attend an in-person meeting. She has been working with them and the turn by turn directions are now working well as is the reverse button feature. She said everyone has been trained and additional training will be done. She is adding bookmarks to help force the system to provide the quickest route.

Diana updated the Commission on the street signs. She said that the Upper Tract repair/replace list is almost complete. They have also been removing brush from signs.

On motion of Carole Hartman, vote unanimous, a Resolution for the Records Management and Preservation Grant for scanning books and personnel in the County Clerk's Office was signed.

The Commission reviewed the renewal information for the Blue Cross Blue Shield employee health insurance plan and the EBSO Health Reimbursement plan. There is an 8.3% increase in premiums for the plan year beginning December 1, 2020. On motion of Carole Hartman, vote unanimous, both plans were approved.

On motion of Carl Hartman, vote unanimous, Charles King was reappointed to the North Eastern Regional Emergency Management Service (NEREMS) Board for a two-year term.

The Commission reviewed, discussed and edited a snow removal contract from Derrick Botkin. Gene McConnell stated that Kevin Sponaugle, Prosecuting Attorney, had reviewed the contract and saw no problems. On motion of Carole Hartman, vote unanimous, the contract was adopted with changes.

Gene McConnell mentioned that there are numerous questions received in regards to the Green Bank quiet zone that the Commission cannot answer. He said there is a retired person who is very knowledgeable about the subject and would be able to answer these questions. He suggested that the Commission pursue a limited consultation engagement contract with this individual, if he is interested. Carl Hevener made a motion, vote unanimous, to give Gene the authority to contact him and offer him a contract.

Gene McConnell said that he has learned that there is rental space available at the former dance studio that could possibly be used for the Prosecuting Attorney offices. He said that we currently have space reserved in the Lovegrove Building, however, this space would be closer to the Courthouse. There will be

some work required to have it to fit the prosecuting attorney's needs. Carl Hevener brought up whether there would be enough time to have it ready by January 1, 2021. Gene will contact Jeff Bowers to see what the minimum lease period he would require.

The County Commission signed the zero totals reports for the electronic election equipment. They also signed the certification that all machines have been tested and sealed and are ready for the November 3, 2020 General Election.

Carole Hartman suggested that the County install a lighted flag pole at the Clinton Hedrick grave site in the North Fork Cemetery. Currently there is a granite marker and just a small flag on the ground. She said it would cost approximately \$600 - \$800. Gene McConnell mentioned that he is the sole Congressional Medal of Honor veteran from Pendleton County. Carl Hevener made a motion, vote unanimous, to go ahead with this project.

The Sheriff's monthly financial statement for September 2020 was reviewed and filed.

DATE: 10/06/20 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 13:59:49 BANK BALANCE AS OF 09/30/2020 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	1,190,798.57	221,436.11-	27,058.96	996,421.42
PENDLETON COUNTY 911	95,108.98	620.69-	.00	94,488.29
HOME DETENTION	56,919.54	8.58-	.00	56,910.96
RESERVE FOR SPEC EMERG	55,790.29	.00	.00	55,790.29
PARKS & REC	74,742.86	51.48-	.00	74,691.38
PCCB	753.34	.00	.00	753.34
HEALTH REIMB	268,147.43	.00	.00	268,147.43
ASSESSOR'S VAL	95,197.03	65.44-	8,011.43	103,143.02
FINAN STABIL FUND	663,741.59	.00	.00	663,741.59
CONCEALED WEAPONS	15,587.88	350.00-	10.00	15,247.88
SPECIAL LAW ENFORCEMENT	3,078.46	.00	.00	3,078.46
COVID-19	31,214.68	.00	.00	31,214.68
BOARD OF HEALTH	249,852.57	14,972.40-	.00	234,880.17
CLEARING ACCOUNT	.00	.00	.00	.00
FINANCIAL STAB.-CD 2	600,000.00	.00	.00	600,000.00
FINANCIAL STAB.-MONEY MAR	607,724.96	.00	.00	607,724.96
GENERAL CO 12 MONTH CD	273,211.73	.00	.00	273,211.73
GENERAL CO 6 MONTH CD	53,074.82	.00	.00	53,074.82
GENERAL CO MONEY MARKET	481,156.57	.00	.00	481,156.57
911 SUPER SAVINGS	459,940.00	.00	.00	459,940.00
911 24 MONTH CD	9,432.56	.00	.00	9,432.56
*** BANK TOTAL ***	5,285,473.86	237,504.70-	35,080.39	5,083,049.55
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,560.64	.00	.00	1,560.64
PEND CO HOUSING	65,971.39	.00	.00	65,971.39
*** BANK TOTAL ***	67,532.03	.00	.00	67,532.03
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	20.94	.00	.00	20.94
*** BANK TOTAL ***	20.94	.00	.00	20.94
*** COUNTY TOTAL ***	5,353,026.83	237,504.70-	35,080.39	5,150,602.52
CASH ON HAND				200.00
*** TOTAL ***				5,150,802.52

DATE: 10/06/20
 TIME: 14:00:39

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 9/2020

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	2823720.28	263077.86	1386227.48-	1700570.66
FUND - 002	COAL SEVERANCE				
FUND 002	TOTALS	14024.99	.00	1170.25-	12854.74
FUND - 003	DOG AND KENNEL				
FUND 003	TOTALS	4949.48	1656.00	939.60-	5665.88
FUND - 004	GENERAL SCHOOL				
FUND 004	TOTALS	20543.69	1824.95	.00	22368.64
FUND - 005	MAGISTRATE COURT				
FUND 005	TOTALS	8251.66	205.50	586.10-	7871.06
FUND - 006	WORTHLESS CHECK				
FUND 006	TOTALS	1510.45	50.19	.00	1560.64
FUND - 007	PEND CO 911				
FUND 007	TOTALS	593079.86	8269.45	37488.46-	563860.85
FUND - 008	HOME DETENTION				
FUND 008	TOTALS	56958.81	.00	47.85-	56910.96
FUND - 011	RES FOR SPEC EMERG				
FUND 011	TOTALS	55785.71	4.58	.00	55790.29
FUND - 013	BOARD OF PARKS				
FUND 013	TOTALS	70812.75	5110.00	1231.37-	74691.38
FUND - 024	PEND CO HOUSING				
FUND 024	TOTALS	65961.30	10.09	.00	65971.39
FUND - 025	CHCB				
FUND 025	TOTALS	20.94	.00	.00	20.94

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PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 9/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
FUND 026	TOTALS	694.41	265.56	206.63-	753.34
FUND - 052	HEALTH REIMB				
FUND 052	TOTALS	269885.07	2879.77	4617.41-	268147.43
FUND - 056	ASSESSOR VALUATION				
FUND 056	TOTALS	95913.41	8439.70	1210.09-	103143.02
FUND - 058	FINAN STABIL FUND				
FUND 058	TOTALS	663741.59	1207724.96	.00	1871466.55
FUND - 059	CONCEALED WEAPONS				
FUND 059	TOTALS	22042.61	425.00	7219.73-	15247.88
FUND - 073	SPEC LAW ENF INVEST				
FUND 073	TOTALS	3078.38	.08	.00	3078.46
FUND - 206	COVID-19				
FUND 206	TOTALS	38951.93	.00	7737.25-	31214.68
FUND - 312	CRIMINAL CHARGES				
FUND 312	TOTALS	.00	165.00	165.00-	.00
FUND - 313	COURT REPORTER				
FUND 313	TOTALS	.00	.00	.00	.00
FUND - 314	STATE FINES				
FUND 314	TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
FUND 315	TOTALS	.00	350.00	350.00-	.00
FUND - 316	STATE CURRENT				
FUND 316	TOTALS	.00	2522.52	2522.52-	.00


DATE: 10/06/20
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PENDLETON COUNTY
FINANCIAL STATEMENT
MONTH ENDING- 9/2020

PROG: SA058B

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	49548.72	.00	.00	49548.72
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	259986.11	1965.21	27071.15-	234880.17
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	200112.36	200112.36-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	8721.56	8721.56-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	24367.56	24367.56-	.00
	FINAL TOTALS	5124646.99	1738147.90	1711992.37-	5150802.52
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	5,353,026.83			
	ORDERS/DEBITS OUTSTANDING:	237,504.70-			
	DEPOSITS/CREDITS OUTSTANDING:	35,080.39			
	NET BANK BALANCE	5,150,602.52			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	5,150,802.52			

I, Donald L. Hedrick 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 September 2020 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 9th day of October 2020

 Sheriff of Pendleton County

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 CAROLE HARTMAN, AND UNANIMOUSLY CONFIRMED.

The probaton of the Last Will and Testament of **Shirley Lambert, deceased**; Witnesses by affidavit, Rose Funkhouser and Paula J. Patterson; The appointment of Steven D. Lambert and Jeannie L. Lambert as Co-Executors of the **Estate of Shirley Lambert, deceased**; Bond not required per Last Will and Testament of deceased.

THE FOLLOWING SETTLEMENTS OF ACCOUNTS WERE THIS DAY PRESENTED TO THE COMMISSION, APPROVED ON MOTION OF CARL HEVENER, UNANIMOUSLY CONFIRMED AND ORDERED RECORDED AND FILED:

Karen Rexrode, as Executrix of the **Estate of Gladys W. Harper, deceased**; Affidavit and Waiver of Final Settlement

Phyllis Ann Sponaugle, as Executrix of the **Estate of Gertrude C. Crigler, deceased**; Waiver of Final Settlement

Jerrena Sites, as Executrix of the **Estate of Jerlo Thompson, deceased**; Waiver of Final Settlement

Thomas Burgoyne, as Executor of the **Estate of Shirley B. Bingman, deceased**; Waiver of Final Settlement

Robin Decker, as Administratrix of the **Estate of Melvin Miller Bowers, 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. 31558 - 31584	\$43,483.97
COAL SEVERANCE FUND:	Check No. 200071	\$474.00
911 FUND:	Check Nos. 3414 – 3419	\$14,566.21
PARKS & RECREATION FUND:	Check Nos. 1101 – 1103	\$1,219.57
PENDLETON CO. COMM. BLDG.:	Check Nos. 1163 – 1164	\$428.98
COVID-19 FUND:	Check Nos. 140 - 145	\$8,226.53

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, NOVEMBER 17, 2020.

President