

**AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, OCTOBER 6, 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; DONNIE HEDRICK, SHERIFF**

**PUBLIC PRESENT: SGT. ANDY TETER, 911 ADVISORY BOARD CHAIRMAN; TROOPER KEVIN RAYMOND; DAYNE DAVIS, PCECDA; KRISTEN DINGESS, PCECDA; AND SHAWN STINSON, THE PENDLETON TIMES**

Minutes of the September 15, 2020 meeting of the County Commission, on motion of Carole Hartman, were unanimously approved.

Maintenance:

Email issues have been resolved.

Eddie Simpson has been working on the minor maintenance jobs.

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

Diana Mitchell, 911 Director, updated the Commission on installing/replacing street signs. She stated that Paul Mallow has contacted Bob Horan to assist him with this project. Sgt. Andy Teter, 911 Advisory Board Chairman, suggested asking if any of the volunteer fire department would be interested in assisting with the street signs. He felt this would help them learn where the roads are. Diana and Gene McConnell stated that they had been offered this opportunity several years ago but they had declined. It was suggested that they and the rescue squad volunteers be given this offer again with the agreement that they would be paid the same as Paul Mallow and Bob Horan. Andy will contact them through the 911 Advisory Board capacity.

Diana mentioned that no one has looked at the snowplow truck. Carl stated that he would look into it today. Gene McConnell said he has been talking with Mr. Botkin about snow removal for the County and that he may be able to do the State Police/911 Center. Andy Teter had concerns about someone else coming in to do it because it needs to be kept up on a 24/7 basis. Currently he or one of the other State Police have been doing it but the truck is not operable at this time. He said it would probably cost about \$4,000 - \$5,000 to repair. After further discussion, it was suggested that a replacement truck may be the best option. Gene will check with Teddy Davis in Riverton.

Diana updated the Commission on the Computer Aided Design (CAD) software. There has now been added by Caliber a reverse button for directions. Diana is also in the process of adding "bookmarks" to the system which should also help with the directions. She said it is not a complete fix, but will help. The Mobile CAD system is dependent on cell and satellite service which Michael Harmon stated would not be a good fiscal option for this County. Gene requested that Diana document all of these issues with the CAD system and then contact Caliber and Michael Harmon to attend a meeting as soon as possible with the Commission and representatives from law enforcement, fire and rescue squads to address these issues.

Andy Teter, 911 Advisory Board, discussed several 911 Center administrative, training and dispatching concerns that have been brought to the Advisory Board's attention. He stated that these are ongoing concerns that need to be addressed.

On motion of Carl Hevener, all Commissioners voting in the affirmative, they adjourned into Executive Session at 9:49 a.m. to discuss personnel issues. No decisions were made in executive session. Motion was made to reconvene into Regular Session at 10:55 a.m.

On motion of Gene McConnell, vote unanimous, the Commission ruled that an individual may not be a member of the 911 Advisory Board if they are also a 911 employee.

On motion of Carl Hevener, vote unanimous, a Resolution for the Courthouse Facilities Improvement Authority (CFIA) Grant was signed.

The County's annual financial statements for fiscal year ending June 30, 2020 were reviewed and approved on motion of Carl Hevener, vote unanimous.

**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 probation of the Last Will and Testament of **Vernon Elwood Lambert, deceased**; Witnesses by affidavit, Kristi Miller and Melissa Dahmer; The appointment of Vernon L. Lamber as Executor of the **Estate of Vernon Elwood Lambert, deceased**; Bond not required per Last Will and Testament of deceased.

The appointment of Johnny Wright as Administrator in the **Estate of Carolyn Wright, deceased**; Bond in the amount of \$500.00 with Melissa Hull as Surety.

The probation of the Last Will and Testament of **Betty M. Propst, deceased**; Witnesses by affidavit, Diana B. Smith and Pamela S. Sponaugle; The appointment of Terry R. Hedrick as Executor of the **Estate of Betty M. Propst, deceased**; Bond not required per Last Will and Testament of deceased.

The probation of the Last Will and Testament of **Thelma Nesselrodt, deceased**; Witnesses by affidavit, Lorena B. Hoover and Mary E. May; The appointment of Matthew D. Nesselrodt as Executor of the **Estate of Thelma Nesselrodt, deceased**; Bond not required per Last Will and Testament of deceased.

The probation of the Last Will and Testament of **Alonzo E. Shreve, deceased**; Witnesses by affidavit, Patricia M. Musgrove and Winona R. Hewitt; The appointment of Amy Shreve as Executrix of the **Estate of Alonzo E. Shreve, 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:**

Debbie Mowery, as Executrix of the **Estate of Delton Ray Hammer, deceased**; Affidavit and Waiver of Final Settlement

On motion of Carl Hevener, vote unanimous, the following corrections of assessment were approved:

Addison Heavner, Mill Run District, \$21.33

Dayne Davis and Kristen Dingess, Pendleton County Economic and Community Development Authority (PCECDA) members, were in attendance.

On motion of Gene McConnell, all Commissioners voting in the affirmative, they adjourned into Executive Session at 11:15 a.m. to discuss personnel issues. No decisions were made in executive session. Motion was made to reconvene into Regular Session at 12:20 p.m.

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

GENERAL COUNTY FUND:	Check Nos. 31512 - 31557	\$32,630.47
COAL SEVERANCE FUND:	Check Nos. 200067 – 200070	\$1,644.35
DOG AND KENNEL FUND:	Check No. 418	\$90.00
MAGISTRATE COURT FUND:	Check No. 300075 – 300077	\$411.09
911 FUND:	Check Nos. 3398 – 3413	\$36,509.10
HOME CONFINEMENT:	Check No. 248	\$117.45
PARKS & RECREATION FUND:	Check Nos. 1095 – 1100	\$238.49
COVID-19 FUND:	Check Nos. 136 - 139	\$3,625.95

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, OCTOBER 20, 2020.

---

President