

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, SEPTEMBER 15, 2026 AT 9:00 A.M.

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

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; KAREN PITSENBARGER, COUNTY ADMINISTRATOR; RICHARD GILLESPIE, EMERGENCY SERVICES COORDINATOR; DIANA MITCHELL, 911 DIRECTOR; JOSH DEMPSEY, CHIEF DEPUTY; STEPHEN SMOOT, THE PENDLETON TIMES (BY PHONE); ANNIE HUMES, CVB DIRECTOR; TRISH SPONAUGLE, PFS COORDINATOR, POTOMAC HIGHLAND GUILD; LOIS CARR & CHARLOTTE HOOVER, POTOMAC VALLEY CONSERVATION DISTRICT; MIKE ALT; JENNIFER TAYLOR-IDE; BETSY ORNDOFF-SAYERS; BROOKE ALT, EXTENSION AGENT; ROSS POWNELL, ISABELLA HOOVER, & HANNAH HEAVNER, 4-H MEMBERS; KRISTIN STROSNIDER; AIMEE CHAVE; KATHRAN RICHARDSON, YOUTH PASTOR, MOOREFIELD CHURCH OF GOD; IAN PICKETT & ISABELLA SANCHEZ, CHURCH YOUTH MEMBERS

Commissioner Dahmer led those present in prayer. The Commission President invited all attending to join in the Pledge of Allegiance. Commissioner Hevener called the meeting to order.

Minutes of the September 1, 2026 meeting, on motion of Commissioner Dahmer, were unanimously approved.

Brooke Alt, Extension Agent, introduced Ross Pownell, Isabella Hoover and Hannah Heavner, 4-H members. Ross read a proclamation declaring October 4 – 10, 2026 as National 4-H week, with the theme of “Beyond Ready”. On motion of Commissioner Bennett, vote unanimous, the proclamation was approved.

Lois Carr and Charlotte Hoover, Potomac Valley Conservation District (PVCD) Supervisors, updated the Commission on House Bill 5364, which transferred ownership and all operations of all flood control dams, channels, dikes, levees, and watersheds to the West Virginia Conservation Agency from the Conservation Districts as of July 1, 2026. The PVCD will no longer have any say with anything dealing with the flood control dams and rivers.

Because of these changes, the current agreement with the Pendleton County Commission for dam rehab will need to be voided. The PVCD plans to change their duties to agriculture enhancement and possible education strictly in Pendleton County. The Commission will review the new agreement at the next meeting.

Betsy Orndoff-Sayers, mayor of Wardensville, WV, spoke about the transmission lines that the power companies are proposing to cross from Preston County to Maryland and Virginia. She presented the resolution that Wardensville signed opposing these transmission lines. She recommended that Pendleton County Commission consider doing a similar resolution.

Youth from the Moorefield Church of God, in coordination with the Potomac Highlands Guild, presented a proclamation for declaring October 23 – 31, 2026 as Red Ribbon Week for substance use prevention. On motion of Commissioner Dahmer, vote unanimous, the proclamation was approved.

Rick Gillespie, Emergency Services Coordinator, said there have been some electrical glitches at the 911 Center. He has asked Mon Power to check into this issue.

He also stated that the National Radio Quiet Zone study vindicated all the claims that have been made. He is optimistic that a solution may be possible.

Mr. Gillespie informed the Commission that the new HVAC for the gym and kitchen area at the General Services Center has been ordered. He also mentioned that the DNR police have moved in to their office.

Annie Humes, CVB Director, said they had been selected out of 200 applicants nationwide as a recipient of the Recreational Economies for Rural Communities planning assistance program. The program will provide planning assistance to help revitalize and strengthen the community and help find solutions to environmental challenges. The workshop is scheduled for October 5 & 6, 2026 at the Pendleton County General Services Center.

Mike Alt mentioned even though many people are against the data centers, artificial intelligence and transmission lines, the companies supporting those entities can also have some positive aspects for our communities. He used the recent receipt of a \$750,000 grant that the Grant County Volunteer Fire Association recently received under the Sustain our Future Foundation made possible by the Mount Storm Energy Center. He said that this type of support should be considered when doing resolutions against companies.

Jennifer Taylor-Ide commented that the people need a voice and that no decisions should be made behind closed doors. The people need to know before the fact and not after.

Commissioner Hevener said he had talked with a Clearway representative a few years ago about these types of contributions. A couple of months ago, the County received a \$250,000 grant from the Sustain our Future Foundation with no strings attached.

Mr. Alt also mentioned that they are still receiving reports of families needing help. There has been no further communication from Charleston on the EMS Salary Enhancement funds.

Chief Deputy Josh Dempsey reported that they are doubling down for Treasure Mountain Festival this upcoming weekend. He also complimented Mr. Gillespie and Diana Mitchell for recent changes at the 911 Center to help law enforcement more efficiently.

County Clerk Elise White presented the poll workers for the November 3, 2026 General Election. On motion of Commissioner Dahmer, vote unanimous, the list was approved.

On motion of Commissioner Bennett, vote unanimous, the Commission signed leases with the Division of Natural Resources at \$100.00 per month and with the Division of Forestry at \$110.00 per month for office space at the PCGSC.

An addendum to the current maintenance agreement with Shindler Elevator Corporation for the PCGSC was added to include the Courthouse elevator at an additional cost of \$160.00 per month for a total of \$320.00 per month. On motion of Commissioner Dahmer, vote unanimous, the addendum was approved.

The fire panel at the Courthouse was struck by lightening and needs to be replaced. An agreement with Hawk Security in the amount of \$13,923.02 for replacing the panel and monthly monitoring was submitted. On motion of Commissioner Dahmer, vote unanimous, the agreement was approved.

Blue Cross Blue Shield (BCBS) of Highmark and 90 Degree Benefits renewals for employee health insurance and HRA were presented to the Commission. The BCBS monthly premiums increased by 9.5% and the HRA monthly fees increased by \$0.50 per employee. On motion of Commissioner Dahmer, vote unanimous, the Commission agreed to renew the policies and keep the employer contribution at 88% and employee contribution at 12%.

The Commission reviewed the Sheriff's August 2026 financial statement and also reviewed the August 2026 employee timesheets.

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 Dahmer, and unanimously confirmed.

The probation of the Last Will and Testament of **Everett P. Puffenbarger, deceased**; proved by affidavits of attesting witnesses; The appointment of Lori L. Raines as Executrix of the **Estate of Everett P. Puffenbarger, deceased**; Bond not required per Last Will and Testament of deceased

The following settlements of accounts were this day presented to the Commission on motion of Commissioner Dahmer, unanimously approved and ordered recorded and filed:

Mark H. Simmons, Executor of the **Estate of Brenda Kay Simmons, deceased**; Waiver of Final Settlement

Benjamin Beasley, Administrator of the **Estate of James Riddel Gildea, deceased**; Affidavit and Waiver of Final Settlement

The following exonerations were approved upon motion of Commissioner Dahmer, vote unanimous:

Danielle Hoover, Franklin Corporation, \$185.52
Steve Lambert, Union District, \$911.48

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 37005 – 37035	\$36,007.34
COAL SEVERANCE FUND:	Check No. 200368	\$327.43
911 FUND:	Check Nos. 4700 - 4710	\$96,794.96
HOME CONFINEMENT FUND:	Check Nos. 394 - 395	\$611.00
PARKS & RECREATION FUND:	Check Nos. 1691 - 1693	\$186.82
PENDLETON CO COMM BLDG FUND:	Check No. 1312	\$296.80

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, OCTOBER 6, 2026.

President

**ELECTION OFFICIALS
FOR THE PRIMARY ELECTION TO BE HELD NOVEMBER 3, 2026**

**PRECINCT NO. 2
BRANDYWINE**

PC - Diana Pennybacker (R)
PC - Shirley Shank (NP)(D)
EC - Judy Snyder (NP) (R) (SC)
EC - Jane Simon (D)
EC - Jeralyn Swigunski (NP) (R) (Esc)

**PRECINCT NO. 5
FRANKLIN**

PC – Katie George (D) (SC)
PC - Nancy Bowers (R) (Esc)
EC – Andrea Bodine (D)
EC – Paula Waggy (R)
EC – Mary Ann Nelson (NP) (R)
Alternate – Macie Dahmer (R)

**PRECINCT NO. 8
UPPER TRACT**

PC – Freda Borrer (D) (SC)
PC - Virginia Rodgers (R)
EC - Deborah Kuykendall (R) (Esc)
EC – Susan Kimble (D)
EC - Delores Shirk (R)

**PRECINCT NO. 11
SUGAR GROVE**

PC – Paula Mitchell (D)
PC - Gary Sheffer (R) (Esc)
EC - Nancy Bennett (R)
EC – Phil Downs (D) (SC)
EC - Rhonda Nash (NP) (R)
Alternate – Dinah Mitchell (D)

**PRECINCT NO. 14
RIVERTON**

PC – Sally George (D) (Esc)
PC – Berlin Harper (R) (SC)
EC - Lucy E. Kisamore (R)
EC – Melissa Grimes (NP) (D)
EC – Gena Harper (R)

**PRECINCT NO. 3
CIRCLEVILLE**

PC – Luci Raines (R)
PC - Anita Davis (D) (SC)
EC - Lois Warner (NP) (R)
EC - Kathy Teter (IND) (D)
EC – Christopher Grimes (NP) (R)

**PRECINCT NO. 7
FRANKLIN**

PC - Shirley Sisson (D) (Esc)
PC - Wendy Gilbert-Putz (R) (SC)
EC – Kim Kline (D)
EC – Barbara Parker (R)
EC - Mary L. Hedrick (R)

**PRECINCT NO. 9
KLINE**

PC – Sharon Harr (D)
PC - Faye Kile (R) (Esc)
EC - Barbara Seymour (R)
EC – Regina Hedrick (D) (SC)
EC - Sue Alt (R)

**PRECINCT NO. 13
SENECA ROCKS**

PC – Mickey Huffman (D) (SC)
PC – Ashley Harper (R)
EC – David Bennett (R)
EC – Paula ONeil (D)
EC – Laura Huffman (R) (Esc)

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	2,999,061.14	1,524,566.95-	412,256.23	1,886,750.42
PENDLETON COUNTY 911	111,228.51	725.27-	.00	110,503.24
HOME DETENTION	78,401.50	.00	105.00	78,506.50
PARKS & REC	76,411.68	560.00-	.00	75,851.68
CHCB	33.10	.00	.00	33.10
PCCB	1,572.41	.00	110.00	1,682.41
OPIOID SETTLEMENT	9,033.14	.00	.00	9,033.14
CO FIRE PROTECTION	1,494.68	.00	.00	1,494.68
EMS SALARY ENHANCEMENT	6,922.17	.00	.00	6,922.17
HEALTH REIMB	109,858.77	.00	.00	109,858.77
ASSESSOR'S VAL	58,519.71	836.00-	65,110.86	122,794.57
CONCEALED WEAPONS	15,632.44	350.00-	.00	15,282.44
ELECTION ADMIN	18,366.90	.00	.00	18,366.90
REAL PROP-E RECORDING	18,366.90	.00	.00	18,366.90
SPECIAL LAW ENFORCEMENT	9,061.81	.00	.00	9,061.81
AMER RES PLAN ACT	111,954.34	.00	.00	111,954.34
PENDCO BLDG COMM	334,401.41	7,125.28-	.00	327,276.13
CERTIFIED TO STATE	51,265.89	.00	.00	51,265.89
BOARD OF HEALTH	263,671.99	7,263.57-	.00	256,408.42
CLEARING ACCOUNT	3,246.00	3,246.00-	.00	.00
RESER FOR SPEC EMERG MM	61,848.16	.00	.00	61,848.16
FINANCIAL STAB.-MONEY MAR	935,073.00	.00	.00	935,073.00
GENERAL CO MONEY MARKET	262,646.42	.00	.00	262,646.42
PEN CO 911 FEES FUND MM	349,180.34	.00	.00	349,180.34
*** BANK TOTAL ***	5,887,252.41	1,544,673.07-	477,582.09	4,820,161.43

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,119.62	.00	.00	2,119.62
*** BANK TOTAL ***	2,119.62	.00	.00	2,119.62

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00

*** COUNTY TOTAL ***	5,889,372.03	1,544,673.07-	477,582.09	4,822,281.05
CASH ON HAND				200.00
*** TOTAL ***				4,822,481.05

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		976350.92	1481218.14	435494.32-	✓ 2022074.74
FUND - 002	COAL SEVERANCE				
FUND 002 TOTALS		3757.05	5203.74	854.95-	✓ 8105.84
FUND - 003	DOG AND KENNEL				
FUND 003 TOTALS		8078.64	1026.00	677.91-	✓ 8426.73
FUND - 004	GENERAL SCHOOL				
FUND 004 TOTALS		26329.34	1661.82	.00	✓ 27991.16
FUND - 005	MAGISTRATE COURT				
FUND 005 TOTALS		10110.54	131.00	24.00-	✓ 10217.54
FUND - 006	WORTHLESS CHECK				
FUND 006 TOTALS		2119.44	.18	.00	✓ 2119.62
FUND - 007	PEND CO 911				
FUND 007 TOTALS		520569.70	13858.78	74744.90-	✓ 459683.58
FUND - 008	HOME DETENTION				
FUND 008 TOTALS		76508.00	2345.00	346.50-	✓ 78506.50
FUND - 011	RES FOR SPEC EMERG				
FUND 011 TOTALS		61741.62	106.54	.00	✓ 61848.16
FUND - 013	BOARD OF PARKS				
FUND 013 TOTALS		79962.13	.00	4110.45-	✓ 75851.68
FUND - 024	PEND CO HOUSING				
FUND 024 TOTALS		.00	.00	.00	✓ 00
FUND - 025	CHCB				
FUND 025 TOTALS		33.10	.00	.00	✓ 33.10

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	2394.33	660.00	1371.92-	✓ 1682.41
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	9032.52	.62	.00	✓ 9033.14
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	1494.60	.08	.00	✓ 1494.68
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	6921.70	.47	.00	✓ 6922.17
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	103639.36	13327.09	7107.68-	✓ 109858.77
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	84714.99	65420.66	27341.08-	✓ 122794.57
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	933145.22	1927.78	.00	✓ 935073.00
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	14852.44	430.00	.00	✓ 15282.44
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	17894.62	472.28	.00	✓ 18366.90
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	17894.62	472.28	.00	✓ 18366.90
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	9061.20	.61	.00	✓ 9061.81
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	111954.34	.00	.00	✓ 111954.34
FUND - 277	PENDCO BLDG COMM				
	FUND 277 TOTALS	52136.81	289400.07	14260.75-	✓ 327276.13
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	105.00	105.00-	✓ .00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	257.00	257.00-	✓ .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	18069.52	18069.52-	✓ .00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	51265.89	.00	.00	✓ 51265.89
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	68007.19	.00	.00	✓ 68007.19
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	4773.64	.00	.00	✓ 4773.64
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	283262.59	3103.58	29957.75-	✓ 256408.42
FUND - 369	DEP SHERIFF FUND				
	FUND 369 TOTALS	.00	25.00	25.00-	✓ .00
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	1368898.94	1368898.94-	✓ .00

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	72170.34	72170.34-	✓ .00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	3246.00	3246.00-	✓ .00
	FINAL TOTALS	3538006.54	3343888.52	2059414.01-	4822481.05
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	5,889,372.03			
	ORDERS/DEBITS OUTSTANDING:	1,544,673.07-			
	DEPOSITS/CREDITS OUTSTANDING:	477,582.09			
	NET BANK BALANCE	4,822,281.05			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	4,822,481.05			

I, Bradley D. Kimble, 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 August 31, 2026 showing the balance on
hand at the beinning 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 10th day of September, 2026

Bradley D. Kimble Sheriff of Pendleton County