

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, SEPTEMBER 17, 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; DIANA MITCHELL, 911 DIRECTOR; BRADLEY KIMBLE, SHERIFF; STEPHEN SMOOT, THE PENDLETON TIMES; MIKE ALT

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

Minutes of the September 3, 2024 meeting of the County Commission, on motion of Commissioner Dahmer, were unanimously approved.

Maintenance:

Waiting on response from structural engineer for floor tiles in hallway.

The storage shed is completed.

Diana Mitchell, 911 Director, had a road name change request. The landowners were not expecting the third choice of Seneca Rocks Vista being approved at the last Commission meeting. They were not happy with that choice and submitted a new road name request. On motion of Commissioner Dahmer, vote unanimous, Seneca Rocks Vista will be changed to Bear Creek Drive.

Commissioner Hevener mentioned that he, Commissioner Dahmer, Rick Gillespie, Emergency Services Coordinator, and Bruce Minor, Emergency Services Director, had met with several Commissioners and Emergency Management personnel from surrounding West Virginia counties, along with a representative from Senator Manchin's office to discuss the National Radio Quiet Zone (NRQZ) issues. Randolph, Webster, Tucker and Upshur Counties have signed in support of the Resolution that the Commissioners approved at the September 3, 2024 meeting. The Seneca Rocks Regional Development Authority (SRRDA) has also signed in support.

Mike Alt mentioned that there is a Mental Health Crisis class scheduled for November 15 – 17, 2024 at the Pendleton County Community Building (PCCB) from 8:30 a.m. – 4:30 p.m. The class will be paid for from the Crisis Response Services monies.

The letter of conditions was received from the USDA for the Courthouse Annex allowing the grant money to be released. The Commission signed off on the letter accepting the conditions. We will now be able to put the Annex out for bid.

Bradley Kimble, Sheriff, informed the Commission that Ronald Gordon and Patrick Willis had been hired as part-time security guards for the Courthouse. They will start on September 30, 2024.

The handicap ramp does not have the proper slope and will need to be redone. Lantz Construction has come and looked at the ramp and are waiting for Omni Associates to also review what needs to be done to correct the problem. The general consensus of the Commission is that the ramp be completely replaced. During the construction, the public will be directed to using the old handicap ramp.

The cable franchise agreement with Spruce Knob Seneca Rocks Telephone (SKSRT) is up for renewal. April Mallow, Prosecuting Attorney, has reviewed the new contract. The only change requested from SKSRT is to decrease the renewal period from 15 years to 5 years. On motion of Commissioner Dahmer, the agreement was accepted and signed.

On motion of Commissioner Bennett, vote unanimous, the following poll workers were appointed for the General Election on November 5, 2024.

**PRECINCT NO. 2
BRANDYWINE**

PC - Jerline Moates (D)
PC - Carol Conrad (R)
EC - Judy Snyder (NP) (R) (SC)
EC - Jane Simon (D)
EC - Jeralyn Swigunski (NP) (R) (Esc)

**PRECINCT NO. 3
CIRCLEVILLE**

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

**PRECINCT NO. 5
FRANKLIN**

PC - Katie George (SC) (D)
PC - Nancy Bowers (R) (Esc)
EC - Peggy Jo Pitsenbarger (D)
EC - Paula Waggy (R)
EC - Doris Landes (D)
PC - Mary Ann Nelson (NP) (R)
PC - Andrea Bodine (D)

**PRECINCT NO. 7
FRANKLIN**

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

**PRECINCT NO. 8
UPPER TRACT**

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

**PRECINCT NO. 9
KLINE**

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

**PRECINCT NO. 11
SUGAR GROVE**

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

**PRECINCT NO. 13
SENECA ROCKS**

PC - Shirley Harper (IND) (D)
PC - Ashley Harper (R)
EC - David Bennett (R)
EC - Mickey Huffman (D) (SC)
EC - Laura Huffman (R) (Esc)

**PRECINCT NO. 14
RIVERTON**

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

The Commission reviewed the August employee timesheets. They also reviewed the Sheriff's August 2024 monthly financial statement.

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

Howard Poling, Union District, \$185.16
Brandon Marston, Sugar Grove District, \$265.62

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 3, 2024, through Monday, September 16, 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, September 5, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **JOHNNY O. PROPST**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

NATALIE PROPST, who was named in the last will and testament of **JOHNNY O. PROPST**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **NOAH JR. MALLOW**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

NOAH J. MALLOW, who was named in the last will and testament of **NOAH JR. MALLOW**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Friday, September 6, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **MARGARET R. WIMER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

TINA C. EYE, who was named in the last will and testament of **MARGARET R. WIMER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Tuesday, September 10, 2024, the following matters were disposed of in the presence of the Clerk:

The said estate of **KENNETH BRISON JUDY, SR.**, deceased was referred to **BRADLEY GOLDIZEN**, a FIDUCIARY COMMISSIONER for the Pendleton County, for settlement thereof.

On, Friday, September 13, 2024, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **MARILYN K. UHL**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

HELEN MARKWELL, who was named in the last will and testament of **MARILYN K. UHL**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

Elise M. White

Monday, September 16, 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 Dahmer, and unanimously confirmed:

Diane Koch, Administrator cta dbn of the **Estate of Lenza Bennett, deceased**; Affidavit and Waiver of Final Settlement

Diane Koch, Administratrix of the **Estate of Stanley L. Bennett, deceased**; Affidavit and Waiver of Final Settlement

Nancy R. Blankenship, Executrix of the **Estate of Micheal V. Blankenship, deceased**; Affidavit and Waiver of Final Settlement

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 35156 – 35209 August Payroll	\$110,070.87 \$258,937.08
COAL SEVERANCE FUND:	Check Nos. 200256 – 200258	\$289.13
DOG & KENNEL FUND:	Check No. 460	\$833.40
MAGISTRATE COURT FUND:	Check No. 300227	\$24.00
911 FUND:	Check Nos. 4267– 4277	\$68,505.10
HPME CONFINEMENT FUND:	Check Nos. 338 – 341	\$457.60
PARKS & RECREATION FUND:	Check Nos. 1481 - 1485	\$2,339.59
CLINTON HEDRICK CB FUND:	Check Nos. 1162 – 1163	\$52.81
PENDLETON COUNTY CB FUND:	Check No. 1256	\$294.17
COUNTY FIRE PROTECTION FUND:	Check Nos. 1005 – 1009	\$10,000.00

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF COMMISSIONER BENNETT, VOTE UNANIMOUS, UNTIL TUESDAY, OCTOBER 1, 2024.

President

DATE: 9/11/24 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
TIME: 15:18:24 BANK BALANCE AS OF 08/31/2024 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	2,871,880.83	1,400,186.27-	334,949.98	1,806,644.54
PENDLETON COUNTY 911	314,791.77	41.65-	383.02	315,133.14
HOME DETENTION	96,001.40	.00	.00	96,001.40
PARKS & REC	68,737.31	5,439.00-	.00	63,298.31
CHCB	1,510.29	.00	.00	1,510.29
PCCB	2,071.44	1,331.57-	.00	739.87
OPIOID SETTLEMENT	89,777.24	.00	.00	89,777.24
CO FIRE PROTECTION	11,220.03	.00	.00	11,220.03
EMS SALARY ENHANCEMENT	96,337.35	.00	.00	96,337.35
HEALTH REIMB	202,170.74	.00	.00	202,170.74
ASSESSOR'S VAL	120,779.17	.00	59,575.47	180,354.64
CONCEALED WEAPONS	9,107.42	275.00-	105.00	8,937.42
ELECTION ADMIN	2,870.09	.00	793.87	3,663.96
REAL PROP-E RECORDING	4,457.83	793.87-	.00	3,663.96
SPECIAL LAW ENFORCEMENT	13,307.29	.00	.00	13,307.29
AMER RES PLAN ACT	488,706.93	.00	.00	488,706.93
CERTIFIED TO STATE	15,992.27	.00	.00	15,992.27
BOARD OF HEALTH	339,710.28	7,523.82-	880.70	333,067.16
CLEARING ACCOUNT	.00	.00	.00	.00
RESER FOR SPEC EMERG MM	58,960.13	.00	.00	58,960.13
FINANCIAL STAB.-MONEY MAR	241,830.44	.00	.00	241,830.44
FINAN STABIL FUND	1,363,681.55	.00	.00	1,363,681.55
GENERAL CO MONEY MARKET	1,552,347.90	.00	.00	1,552,347.90
GEN CO CD	1,580,256.86	.00	.00	1,580,256.86
PEN CO 911 FEES FUND MM	616,483.54	.00	.00	616,483.54
911 CD FEES FUND	105,558.06	.00	.00	105,558.06
*** BANK TOTAL ***	10,268,548.16	1,415,591.18-	396,688.04	9,249,645.02
SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	2,015.21	.00	.00	2,015.21
PEND CO HOUSING	71,543.20	.00	.00	71,543.20
*** BANK TOTAL ***	73,558.41	.00	.00	73,558.41
THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
*** BANK TOTAL ***	.00	.00	.00	.00
*** COUNTY TOTAL ***	10,342,106.57	1,415,591.18-	396,688.04	9,323,203.43
CASH ON HAND				200.00
*** TOTAL ***				9,323,403.43

DATE: 9/11/24
 TIME: 15:17:47

PENDLETON COUNTY
 FINANCIAL STATEMENT
 MONTH ENDING- 8/2024

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	4116662.29	1147471.25	436959.07-	4827174.47
FUND - 002	COAL SEVERANCE				
	FUND 002 TOTALS	11578.02	.00	1341.00-	10237.02
FUND - 003	DOG AND KENNEL				
	FUND 003 TOTALS	7146.84	1626.00	861.30-	7911.54
FUND - 004	GENERAL SCHOOL				
	FUND 004 TOTALS	16718.33	2332.71	.00	19051.04
FUND - 005	MAGISTRATE COURT				
	FUND 005 TOTALS	2008.22	284.18	48.00-	2244.40
FUND - 006	WORTHLESS CHECK				
	FUND 006 TOTALS	2015.21	.00	.00	2015.21
FUND - 007	PEND CO 911				
	FUND 007 TOTALS	920755.92	205876.66	89457.84-	1037174.74
FUND - 008	HOME DETENTION				
	FUND 008 TOTALS	94984.80	1215.00	198.40-	96001.40
FUND - 011	RES FOR SPEC EMERG				
	FUND 011 TOTALS	58800.92	159.21	.00	58960.13
FUND - 013	BOARD OF PARKS				
	FUND 013 TOTALS	88780.94	70.00	25552.63-	63298.31
FUND - 024	PEND CO HOUSING				
	FUND 024 TOTALS	71285.83	257.37	.00	71543.20
FUND - 025	CHCE				
	FUND 025 TOTALS	350.15	1190.00	29.86-	1510.29
FUND - 026	PCCB				
	FUND 026 TOTALS	954.02	1821.12	2035.27-	739.87
FUND - 040	OPIOID SETTLEMENT				
	FUND 040 TOTALS	109768.03	9.21	20000.00-	89777.24
FUND - 041	CO FIRE PROTECTION				
	FUND 041 TOTALS	1001.63	10218.40	.00	11220.03
FUND - 042	EMS SALARY ENHANCE				
	FUND 042 TOTALS	122118.18	9.17	25790.00-	96337.35
FUND - 052	HEALTH REIMB				
	FUND 052 TOTALS	199599.95	3314.85	744.06-	202170.74
FUND - 056	ASSESSOR VALUATION				
	FUND 056 TOTALS	137641.17	59859.94	17146.47-	180354.64
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1604858.97	653.02	.00	1605511.99
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	8587.42	350.00	.00	8937.42
FUND - 061	ELECTION ADMIN				
	FUND 061 TOTALS	2870.09	793.87	.00	3663.96
FUND - 062	REAL PROP- E-RECORD				
	FUND 062 TOTALS	2870.09	793.87	.00	3663.96
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	13306.16	1.13	.00	13307.29
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	488706.93	.00	.00	488706.93

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	59.50	59.50-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	55.00	55.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	.00	.00	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	275.00	275.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	16305.55	16305.55-	.00
FUND - 361	CERTIFIED TO STATE				
	FUND 361 TOTALS	15992.27	.00	.00	15992.27
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	330657.03	26222.33	23812.20-	333067.16
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	1236816.32	1236816.32-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	67762.06	67762.06-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	86259.35	86259.35-	.00
	FINAL TOTALS	8502850.24	2872062.07	2051508.88-	9323403.43
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	10,342,106.57			
	ORDERS/DEBITS OUTSTANDING:	1,415,591.18-			
	DEPOSITS/CREDITS OUTSTANDING:	396,688.04			
	NET BANK BALANCE	9,323,203.43			
	CASH ON HAND	200.00			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	9,323,403.43			

I, Bradley K. Kimple 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 2024 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 12 day of September 2024

Bradley D. Kimple Sheriff of Pendleton County