

AT A COUNTY COMMISSION HELD FOR PENDLETON COUNTY, WEST VIRGINIA, AT THE COURTHOUSE, ON TUESDAY, DECEMBER 21, 2021 AT 9:06 A.M.

COMMISSIONERS PRESENT: GENE MCCONNELL, PRESIDENT, CARL HEVENER AND CAROLE HARTMAN

OTHERS PRESENT: ELISE WHITE, COUNTY CLERK; RICK GILLESPIE, EMERGENCY SERVICES COORDINATOR; BRUCE MINOR, EMERGENCY SERVICES DIRECTOR; CHAD BOWERS, SHERIFF; LAURA BROWN, EDA DIRECTOR; KEN BUSTIN, EDITOR THE PENDLETON TIMES; MIKE ALT

Minutes of the December 7, 2021 meeting of the County Commission, on motion of Carl Hevener, were unanimously approved.

Maintenance:

Phones still have not been transferred to the new system. Nextiva has re-submitted their request to Frontier.

The lighting upgrades to the Emergency Services offices in the Pendleton County Community Building (PCCB) have been completed.

Diana Mitchell, 911 Director, was unable to attend.

The Soil Conservation was rescheduled for February 1, 2022.

Broadband Update: On motion of Carl Hevener, vote unanimous, the Commission allocated \$297,000.00 out of the American Rescue Plan Act (ARPA) funds for the match on the Line Extension Advancement and Development (LEAD) grant. Laura Brown, EDA Director, indicated that grant is ready to be submitted today and the technical assistance grant should be submitted by the weekend.

Rick Gillespie, Emergency Services Coordinator, informed the Commission that Shentel will provide fiber optic dedicated internet access to the Pendleton County Community Building (PCCB) and the 911 Center at a cost of \$350.00 per month for each location. He also talked with Global Science & Technology, Inc. (GST) for providing the hardware, software and installation. The estimate for PCCB was \$5,933.00 for equipment and \$1,200.00 for installation and for the 911 Center it was \$5,524.00 for equipment and \$1,200.00 for installation. They will also provide the same level of technology protection as is currently at the Courthouse for a cost of \$271.00 per month for PCCB and \$411.00 per month for 911 Center. This will allow individual logons for the Emergency Management Offices, PSD, Community Room, WVU Extension and offices at back of the Community Room. On motion of Carole Hartman, vote unanimous, the Commission approved to move forward with the above.

Mike Alt showed the Commission the powered air purifying respirator (PAPR) units that the Pendleton County Emergency Rescue would like to purchase for each of the rescue squads in the county. The cost for 4 units would be \$6,217.51. On motion of Carl Hevener, vote unanimous, the Commission approved to purchase the units using ARPA funds.

Rick Gillespie updated the Commission on the paging system at 911. The cost to purchase 52 new pagers for all first responders, including five year extended warranty was \$36,946.00. The Commission inquired what the warranty would cover. Rick will check on that. On motion of Carole

Hartman, vote unanimous, the Commission approved to purchase the pagers using ARPA funds. Later in the meeting Rick updated the Commission that the warranty did not cover water damage and the cost stated above did not cover the cost of chargers. However, the company was currently having a promotion where for every ten pagers purchased, you would receive one free. Also, the cost of the warranty per unit was decreased. The new total cost for 50 pagers with warranty and chargers would be \$39,437.50. Five additional pagers would be received free of charge.

Rick received a quote from Mountain Air Heating & Cooling, LLC for a new HVAC system at the 911 Center. The estimated total cost would be \$16,975.00, which includes \$1,500.00 for possible modification of the existing duct work and \$2,100.00 to clean the existing duct work. On motion of Carl Hevener, vote unanimous, the Commission approved to have this work done using ARPA funds.

To obtain a more secure email for the Sheriff's Department, Bruce Minor and his own office, Rick had inquired into using the wv.gov emails. The cost per year for each email address would be \$115.50 for non-cellphone use or \$157.50 to include cellular use. Gene McConnell said this should be able to be covered in each department's existing budget.

The modified contract for the Courthouse Annex has been sent to Omni Architects. Have not had a response from them as of this date.

Elise White, County Clerk, showed the Commission the new map drawn up by Atlas Geographic showing the new delegate district line and the new precinct lines separating Precincts 5 and 7 and Precincts 8 and 9 due to the new delegate district line. On motion of Carole Hartman, vote unanimous, the Commission voted to keep the lines between the Western and Central districts and between the Eastern and Central districts unchanged to preserve the original boundary lines. Elise mentioned that an email received from the Secretary of State's Office stated that the Governor's Office will send every County \$5,000.00 to offset the redistricting costs. Elise said that the contract with Atlas Geographic was in the amount of \$5,000.00.

Chad Bowers, Sheriff, told the Commission he is looking at a new security camera system by Verkada that works via the cloud and internet. He said that currently there are six cameras in the Courthouse that are not working. This system can be accessed by cell, laptop or desk and from anywhere. The estimated cost for a ten-year contract would be \$1,000.00 each for interior cameras and \$1,200.00 each for exterior cameras. This cost does not include installation. Gene recommended that he look into seeing if there are any security grants that he could apply for. Carole Hartman tabled any decisions until Chad could obtain more information.

Battle Ridge Canines has a narcotics and tracking K9 dog that would be ready for placement at the end of January. Chad said they have applied for some grants but have had no response. This dog would cost \$8,500.00 which includes training. Gene said the funds could come out of the Title III monies.

On motion of Carole Hartman, vote unanimous, the following board appointment was approved:

Potomac Headwaters RC&D:

Carl Hevener – Two-year term

On motion of Carole Hartman, the Commission approved and signed the renewal documents for 90 Degree Benefits, Inc. (formerly EBSO), the third-party administrator for the Health Reimbursement Account (HRA).

The Commission confirmed that budget requests from other entities need to be received by January 31, 2022. If they have not submitted a request, the Commission cannot guarantee that funds will be budgeted for them.

On motion of Carole Hartman, vote unanimous, the Commission adopted the State's holiday schedule for 2022.

The Sheriff's monthly financial statement for November 2021 was reviewed.

DATE: 12/07/21 SHERIFF'S ACCOUNTING SYSTEM PAGE: 1
 TIME: 11:29:34 BANK BALANCE AS OF 11/30/2021 PROG: SA0068

PENDLETON COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
GENERAL COUNTY CHECKING	2,432,550.31	73,176.86-	9,798.57	2,369,172.02
PENDLETON COUNTY 911	95,018.65	.00	397.64	95,416.29
HOME DETENTION	63,303.34	8.58-	315.00	63,609.76
RESERVE FOR SPEC EMERG	55,855.45	.00	.00	55,855.45
PARKS & REC	69,653.23	59.24-	.00	69,593.99
PCCB	2,121.43	.00	150.00	2,271.43
HEALTH REIMB	277,049.73	.00	.00	277,049.73
ASSESSOR'S VAL	135,954.29	.00	1,788.54	137,742.83
FINAN STABIL FUND	679,726.63	.00	.00	679,726.63
CONCEALED WEAPONS	20,310.45	446.76-	50.00	19,913.69
SPECIAL LAW ENFORCEMENT	3,221.28	.00	.00	3,221.28
COVID-19	2,624.99	.00	.00	2,624.99
AMER RES PLAN ACT	675,833.50	.00	.00	675,833.50
BOARD OF HEALTH	231,697.58	18,192.24-	.00	213,505.34
CLEARING ACCOUNT	.00	.00	.00	.00
FINANCIAL STAB.-CD 2	604,524.32	.00	.00	604,524.32
FINANCIAL STAB.-MONEY MAR	228,850.93	.00	.00	228,850.93
GENERAL CO 12 MONTH CD	273,758.70	.00	.00	273,758.70
GENERAL CO 6 MONTH CD	53,141.09	.00	.00	53,141.09
GENERAL CO MONEY MARKET	862,872.98	.00	.00	862,872.98
911 SUPER SAVINGS	591,717.45	.00	.00	591,717.45
911 24 MONTH CD	9,502.67	.00	.00	9,502.67
*** BANK TOTAL ***	7,369,289.00	91,883.68-	12,499.75	7,285,905.07

SUMMIT COMMUNITY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
WORTHLESS CHECK	1,686.34	.00	.00	1,686.34
PEND CO HOUSING	66,081.01	.00	.00	66,081.01
*** BANK TOTAL ***	67,767.35	.00	.00	67,767.35

THE GRANT COUNTY BANK	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CHCB	76.55	.00	.00	76.55
*** BANK TOTAL ***	76.55	.00	.00	76.55

*** COUNTY TOTAL ***	7,437,132.90	91,883.68-	12,499.75	7,357,748.97
CASH ON HAND				200.00
PETIT JURY				2,305.20
GRAND JURY				1,001.36
MAG WITNESSES				102.80
*** TOTAL ***				7,361,358.33

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	3548632.10	1.10470.71	256119.89-	3402982.92
FUND - 002	COAL SEVERANCE				
FUND 002	TOTALS	7769.26	.00	951.14-	6818.12
FUND - 003	DOG AND KENNEL				
FUND 003	TOTALS	7860.42	.00	.00	7860.42
FUND - 004	GENERAL SCHOOL				
FUND 004	TOTALS	34388.00	2577.00	.00	36965.00
FUND - 005	MAGISTRATE COURT				
FUND 005	TOTALS	4768.13	220.75	522.48-	4466.40
FUND - 006	WORTHLESS CHECK				
FUND 006	TOTALS	1686.34	.00	.00	1686.34
FUND - 007	PEND CO 911				
FUND 007	TOTALS	728465.61	25037.72	56866.92-	696636.41
FUND - 008	HOME DETENTION				
FUND 008	TOTALS	62379.46	1500.00	269.70-	63609.76
FUND - 011	RES FOR SPEC EMERG				
FUND 011	TOTALS	55850.85	4.60	.00	55855.45
FUND - 013	BOARD OF PARKS				
FUND 013	TOTALS	70801.10	200.00	1407.11-	69593.99
FUND - 024	PEND CO HOUSING				
FUND 024	TOTALS	66075.94	5.07	.00	66081.01
FUND - 025	CHCB				
FUND 025	TOTALS	76.55	.00	.00	76.55

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 026	PCCB				
	FUND 026 TOTALS	1876.62	850.56	455.75-	2271.43
FUND - 052	HEALTH REIME				
	FUND 052 TOTALS	277699.19	9.12	658.58-	277049.73
FUND - 056	ASSESSOR VALGATION				
	FUND 056 TOTALS	143646.39	2013.17	7916.73-	137742.83
FUND - 058	FINAN STABIL FUND				
	FUND 058 TOTALS	1511748.29	1353.59	.00	1513101.88
FUND - 059	CONCEALED WEAPONS				
	FUND 059 TOTALS	20925.45	75.00	1086.76-	19913.69
FUND - 073	SPEC LAW ENF INVEST				
	FUND 073 TOTALS	3221.23	.05	.00	3221.28
FUND - 206	COVID-19				
	FUND 206 TOTALS	2828.42	.00	203.43-	2624.99
FUND - 207	AMER RES PLAN ACT				
	FUND 207 TOTALS	675833.50	.00	.00	675833.50
FUND - 312	CRIMINAL CHARGES				
	FUND 312 TOTALS	.00	40.00	40.00-	.00
FUND - 313	COURT REPORTER				
	FUND 313 TOTALS	.00	30.00	30.00-	.00
FUND - 314	STATE FINES				
	FUND 314 TOTALS	.00	190.00	190.00-	.00
FUND - 315	STATE POLICE				
	FUND 315 TOTALS	.00	50.00	50.00-	.00
FUND - 316	STATE CURRENT				
	FUND 316 TOTALS	.00	491.44	491.44-	.00
FUND - 364	TAX LIEN				
	FUND 364 TOTALS	67324.91	30951.54	.00	98276.45
FUND - 365	DELINQ NONENTERED				
	FUND 365 TOTALS	5184.84	.00	.00	5184.84
FUND - 366	BOARD OF HEALTH				
	FUND 366 TOTALS	233167.43	17862.97	37525.06-	213505.34
FUND - 373	GEN CURRENT EXPENSES				
	FUND 373 TOTALS	.00	40456.44	40456.44-	.00
FUND - 378	FRANKLIN CURRENT				
	FUND 378 TOTALS	.00	2305.64	2305.64-	.00
FUND - 903	CLEARING ACCOUNT				
	FUND 903 TOTALS	.00	300.56	300.56-	.00
	FINAL TOTALS	7532210.03	236995.93	407847.63-	7361358.33
	BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	7,437,132.90			
	ORDERS/DEBITS OUTSTANDING:	91,883.68-			
	DEPOSITS/CREDITS OUTSTANDING:	12,499.75			
	NET BANK BALANCE	7,357,748.97			
	CASH ON HAND	200.00			
	PETIT JURY	2,305.20			
	GRAND JURY	1,001.36			
	MAG WITNESSES	102.80			
	TOTAL IN COUNTY DEPOSITRIES AND OFFICES:	7,361,358.33			

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 November 2021 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 7 day of December 2021

Chadwick L. Bowers
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 CARL HEVENER, AND UNANIMOUSLY CONFIRMED.

United States of America

State of West Virginia



County of Pendleton, ss:

Clerk's Fiduciary Report

Estate from Monday, December 6, 2021, through Monday, December 20, 2021

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, Monday, December 6, 2021, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **ERIC C. TURNER** was appointed and qualified as ADMINISTRATOR of the estate of **SANDRA RENEE TICHENOR**, deceased. Bond was 750.00.

On, Tuesday, December 7, 2021, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **MARTHA HELMICK** was appointed and qualified as ADMINISTRATRIX of the estate of **STANLEY KEITH HELMICK JR**, deceased. Bond was 25,000.00.

On, Wednesday, December 8, 2021, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **JOHN ROBERT KEMPER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

KATHLEEN LOCKARD, who was named in the last will and testament of **JOHN ROBERT KEMPER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Monday, December 13, 2021, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **JOHN MAUZY SR**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

MYRTLE A. MAUZY, who was named in the last will and testament of **JOHN MAUZY SR**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Monday, December 20, 2021, the following matters were disposed of in the presence of the Clerk:

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

TERRY LEO JOHNSON, who was named in the last will and testament of **RODNEY JOHNSON**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

Elise M. White

Monday, December 20, 2021

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 CARL HEVENER, AND UNANIMOUSLY CONFIRMED:

Kathleen Lotspeich, as Executrix of the **Estate of Samuel Keith Kile, deceased**; Report of Receipts, Disbursements & Distribution

Ardella Evans, as Executrix of the **Estate of Forrest R. Judy, deceased**; Report of Receipts, Disbursements & Distribution

There were no exonerations.

ORDERED THAT THE FOLLOWING ALLOWANCES BE MADE PAYABLE OUT OF:

GENERAL COUNTY FUND:	Check Nos. 32632 – 32668	\$18,948.39
JUSTICE FINES FUND:	Check No. 78	\$30,000.00
MAGISTRATE COURT FUND:	Check No. 300127	\$140.00
911 FUND:	Check Nos. 3660 – 3667	\$1,272.06
PARKS & RECREATION FUND:	Check Nos. 1209 - 1210	\$352.05
PENDLETON CO COMM BLDG FUND:	Check No. 1188	\$1,654.21
COVID-19 FUND:	Check No. 170	\$1,008.06

ORDERED THAT COMMISSION DO ADJOURN ON MOTION OF CARL HEVENER, VOTE UNANIMOUS, UNTIL TUESDAY, JANUARY 4, 2022.

President