

STATE OF WEST VIRGINIA

RANDOLPH COUNTY COMMISSION SS:

At a regular session of the County Commission in and for the aforesaid County and State, at the Commission Annex, on the 17th day of July, 2025 at 1:30 p.m.

Present: Randolph County Commission President David Kesling and Randolph County Commissioners, Chris See and Chris Siler.

Meeting called to order by Commissioner Kesling

PUBLIC COMMENT: None

MINUTES:

Commissioner See moved to approve the minutes from the regular meeting that was held on July 3, 2025, as submitted. All yes – Motion passed unanimously

REPORTS:

Erin Golden, Director of North Central Community Corrections appeared before the Commission. She said the Governor awarded North Central Community Corrections a grant in the amount of \$100,000. She said she will bring that paperwork to the next meeting of the County Commission to get it approved.

Michael Miller, Director of 911/OEM appeared before the Commission. He said there is a lot of equipment at the 911 Center and OEM Office that is going out of date and needs replaced. He said he has no money in his budget to do it. He said the County Commission will have to pay to help get everything back up to date. He said they have two UPS units that need repaired and batteries which is going to cost \$64,500.00. He said this keeps the necessary equipment powered and running during a power outage and protects the equipment from damage due to surges and line noise. He said the UPS battery backup is critical for the servers in a data center. He said all the PC's at the dispatch consoles were purchased in 2018 and they run 24 hours a day 7 days a week and need to be replaced. He said the cost for one is \$1,200.00 and they need 8. He said they don't have to all be replaced at one time but eventually all will need replaced. He said the logging recording equipment is at the end of life cycle and needs replaced which will cost approximately \$70,000.00. He said the mapping plotter took a power strike in October of last year and it needs to be replaced this year so they can print mapping and addressing files. He said that would cost anywhere from \$12,000.00 to \$15,000.00. He said the server for CAD Tyler Tech is at the end of its life cycle and will need replaced by 2026. The cost for that is approximately \$55,000.00 to \$77,000.00. He said the current Mass notification system is from 2018 and is outdated. He said they now have newer versions and software which is more efficient and quicker at sending out mass notifications during an emergency or disaster. He said the approximate cost to do the upgrade is about \$10,000.00. He said the OEM budget is only for \$6,300.00 for maintenance and repairs of equipment. He said \$6,000.00 of that is a grant from TC Energy to refurbish and repair the Snow Cat. He said that only leaves \$300.00 to operate on for a year. He said at the fire association meeting they discussed the lack of radio service and coverage in the southern end of the County. He said the need for a radio tower in that area is critical for life safety for first responders. He said they have been writing grants in an attempt to obtain funding to cover the needed repairs and updates but there has been no funding allotted from these grants. He said they also need to have a meeting with the Commission in regards to FEMA requirements for enforcing the Floodplain Ordinances. He said if Randolph County does not come into compliance with the enforcement of the Floodplain Ordinances this could affect the eligibility for Federal Grant programs for the entire County. He said there are people backfilling and causing flooding. He said FEMA won't come in to help if we are not in compliance. He said his staff has tried to reach out to the Prosecuting Attorney, Michael Parker, regarding this but he has not responded back. Commissioner Kesling said Mr. Miller needs to reach out to Michael Parker himself and not have staff do that since he is the Director.

Kyle Fox, IT for the County Commission appeared. He said there is something wrong with the service today so the camera's for the meeting are not working. He said they have installed the new Duress

Alarm panic buttons. He said if those are pushed it goes straight over the radio to local law enforcement, EMS, State Police etc. He said they will be taking out the old panic buttons and system next week. He said they will be installing the new panic buttons in this building also. He said they will be in every building except the 911 Center. He said Frontier is setting up the new phones for the Offices but they ran into a few issues with Citynet. He said they are doing this building by building and by Department. He said Micrologic is working on the door system and a sound system for the meeting room.

Commissioner Kesling reported that the Commission received a \$24,450.00 Court Security Grant.

CORRESPONDENCE:

Commissioner Kesling said the Commission received a letter from Carol Erickson thanking them for the funding for Girls State. He said the Commission also received a Thank You card from the Harman Volunteer Fire Department for the funding for the 4th of July Celebration.

ANNOUNCEMENTS:

Commissioner Kesling announced that the next meeting of the County Commission will be held on August 7, 2025 at 1:30 p.m.

ITEMS FOR DISCUSSION/ACTION:

CONSIDER APPROVAL OF CLAYTOR ENTERPRISES TO PREPARE THE ANNUAL FINANCIAL STATEMENT

County Clerk, Brenda Wiseman submitted the contract to the Commission from Claytor Enterprises, LLC to prepare the annual financial statement for the County at a cost of \$5,000.00. She said they have prepared it for the last 2-3 years and have done a good job. She said Mary Ann Claytor used to work for the State Auditor's Office so she knows what they need regarding the financial statement.

Commissioner Siler moved to approve Claytor Enterprises, LLC to prepare the County's annual financial statement, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF NEW HIRES FOR 911 CENTER

911/OEM Director Michael Miller appeared before the Commission. He said they lost 3 employees last month so he is trying to fill those spots. He said they conducted interviews and have chosen Wade McDonald and Christopher White. He said they still have more interviews to do for the other position. He said he would like Mr. McDonald and Mr. White to begin working on July 21, 2025 with a starting wage of \$13.00 per hour. These are both full time positions with County benefits and they will be on a probationary period of 12 months. He said the current budget will cover their wages. Commissioner Kesling said the benefits will begin after 90 days per the new County policy. Commissioner See moved to approve the hiring of Wade McDonald, as submitted. All yes – Motion passed unanimously.

Commissioner See moved to approve the hiring of Christopher White, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF NEW HIRE FOR COMMUNITY CORRECTIONS

Erin Golden, Director of North Central Community Corrections, appeared before the Commission. She said she would like to hire Richard Cox as a DRC Officer. She said she would like him to begin working on August 4, 2025 with a starting wage of \$14.42 per hour with full benefits. She said he will be paid out of the 151 funds. Commissioner Siler moved to approve the hiring of Richard Cox, as submitted. Discussion followed and it was agreed that Mr. Cox will continue with his County benefits as he is already employed here in another department. All yes – Motion passed unanimously

CONSIDER APPROVAL OF ELKINS-RANDOLPH COUNTY TOURISM CVB LETTER

Commissioner Kesling said the Commission received a letter from Anne Beardslee, Executive Director of Elkins Depot Welcome Center CVB, Inc. He said she needs a letter from the County that she filed her annual reports for Fiscal Years 2023, 2024 and 2025 as required by the State Hotel Occupancy Tax. Commissioner See moved to approve the letter from the Commission to the Elkins Depot Welcome Center CVB, Inc. as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF ADDITIONAL FUNDING FOR ELKINS-RANDOLPH COUNTY TOURISM CVB MONTHLY BUDGET

Commissioner Kesling said they received a letter from the Elkins-Randolph County Tourism CVB regarding hiring a full time Welcome Center and Volunteer Coordinator. This person would be responsible for the day-to-day management of the Center, volunteers, staffing shifts, and some social media creation and posting. Commissioner Kesling said they looked at the Hotel/Motel Tax money that the County brings in monthly and he thinks they could give them \$1,250.00 per month or do a quarterly check to them. Commissioner See moved to approve the additional funding request from the Elkins-Randolph County Tourism CVB in the amount of \$1,250.00 per month and that is to be taken out of Hotel/Motel Tax funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF RATIFICATION OF SIGNATURE ON DIGITAL SOUP LETTER TO TERMINATE DURESS ALARM MONITORING

Commissioner Kesling said that since the County has decided to go with a different provider for the Duress Alarm System they needed to cancel the monitoring services that are currently being provided for by Digital Soup. Commissioner Siler moved to approve the ratification of signatures on the letter to Digital Soup, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF RANDOLPH COUNTY FAIR FUNDING REQUEST

A representative from the Randolph County Fair appeared before the Commission. She said the Commission normally budgets the fair \$3,000.00 every year. She said the cost of everything just keeps going up. She said the rent for the fairground is \$3,300.00, bull riding event is \$18,000.00 and the carnival is \$17,000.00. She said it costs quite a lot. She said they are all volunteers and have 13 board members. She said they are doing advance tickets this year. She said they appreciated what the Commission gave them last year. Commissioner Kesling said they budgeted \$3,000.00 for them again this year. He said they could give them an additional \$2,000.00 out of Hotel/Motel Tax which would make a total of \$5,000.00. Commissioner Siler moved to approve the amount of \$3,000.00 out the budget line and an additional \$2,000.00 out of Hotel/Motel Tax to the Randolph County Fair Corporation, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF SENECA SOCCER FUNDING REQUEST

Commissioner Kesling said the Commission received a request for funding from Matt Osborn with the Seneca Soccer of Randolph County, Inc. He said they gave them funding last year out of Hotel/Motel Tax. Commissioner See moved to approve the funding request from Seneca Soccer in the amount of \$1,000.00 and that is to be taken out of Hotel/Motel Tax funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF 4-H CAMP PIONEER FUNDING REQUEST

Tracy Walker appeared before the Commission on behalf of 4-H Camp Pioneer. Commissioner Kesling said the Commission went over the Hotel/Motel Tax funds and broke it down month by month and looked at who asks for it every year and who only asked for one time. He said they used to give Camp Pioneer \$48,000.00 per year but they stopped that and gave them a lump sum but they have used that and now need more money. He said they could start giving them \$5,000 per month out of Hotel/Motel Tax. Commissioner Siler is on the board for 4-H Camp Pioneer and said that will help. He said they got hit hard the last couple of years with building that needed updated. Tracy Walker said they used up money on utilities, etc. She said they have held some events and festivals to bring in money and are trying to get more events to come in. She said they are currently working on removing some trees. She said those need to come down so the new security system can be installed. She said they have a lot of vandalism going on. She also reminded everyone of the Ox roast next week. Commissioner Siler moved to approve \$5,000.00 a month to 4-H Camp Pioneer and that is to be taken out of Hotel/Motel Tax funds. All yes – Motion passed unanimously (This will begin in August, 2025 and run thru June, 2026)

CONSIDER APPROVAL OF BOARD RE-APPOINTMENT OF CATHERINE POWELL TO THE VALLEY HEAD PUBLIC LIBRARY

Commissioner See moved to approve the re-appointment of Catherine Powell to serve on the board of the Valley Head Public Library. Her new term will run from July 1, 2025 to June 30, 2030. All yes – Motion passed unanimously

CONSIDER APPROVAL OF THE WV DIVISION OF HIGHWAYS FFY 2025 TRANSPORTATION ALTERNATIVES (TA) GRANT RESOLUTION

Commissioner Kesling said these Resolutions need to be done in order to apply for grants. Commissioner Siler moved to approve the WV Division of Highways FFY 2025 Transportation Alternatives Grant Resolution, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF THE WV DIVISION OF HIGHWAYS FFY 2025 RECREATIONAL TRAILS PROGRAM (RTP) GRANT RESOLUTION

Commissioner Siler moved to approve the WV Division of Highways FFY 2025 Recreational Trails Program (RTP) Grant Resolution, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF RATIFICATION OF THE EMPLOYEE REFERENCE GUIDE

Commissioner Kesling said the Commission has been working with a company out of Fairmont and also their HR representative, Lennie, out of Charleston on this for some time now. He said they made a few changes and once approved today a copy will go on each employee's time clock system on their computers. He said a couple of changes are that there will be no more Comp time after July 1, 2025 and the benefits will begin on the 91st day, not immediately when hired. Commissioner See moved to approve the ratification of the employee reference guide, as submitted. All yes – Motion passed unanimously

FINAL SETTLEMENTS:

Commissioner Siler moved to approve the (1) Final Settlement, as submitted.

Roberta Sue Core All yes – Motion passed unanimously

BUDGET REVISIONS: (1)

Commissioner Kesling moved to approve a State Budget Revision in the amount of \$78,399.00 to increase the contingencies line. Commissioner Kesling voted yes, Commissioner See voted yes, Commissioner Siler voted yes. Motion passed Commissioner Kesling said there was \$978,399.00 in rollover funds. He said they previously budgeted \$900,000.00 in the unassigned fund balance and they need to increase it by \$78,399.00 which is what the budget revision was needed for.

DIVISION OF PROPERTY/ERRONEOUS ASSESSMENTS:

Commissioner Siler moved to approve the division of property and erroneous assessments, as submitted. All yes – Motion passed unanimously

DISTRESSED PROPERTIES: None

FIRE FEE ADJUSTMENTS:

Commissioner Siler moved to approve (1) fire fee adjustment, as submitted. All yes – Motion passed unanimously

PAYMENT OF BILLS:

Commissioner Siler moved to pay the bills, as submitted. All yes – Motion passed unanimously

ADJOURN THE MEETING:

Commissioner See moved to adjourn the meeting. All yes – Motion passed unanimously

Attest: _____