

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 James F. Cain Court House Annex, on the 7th day of September, 2023 at 1:30 p.m.

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

Meeting called to order by Commissioner Kesling

PUBLIC COMMENT: None

MINUTES:

Commissioner Siler moved to approve the minutes from the regular meeting that was held on August 17, 2023, as submitted. All yes – Motion passed unanimously

REPORTS:

Robert Daman from the 911/OEM Office appeared before the Commission. He said they have 2 water buffalo's in use right now, one at Coalton School and one at Revelle's Campground. He said they are having water issues and he said they will check back with them the first of the week and see if they are done with them. He said they are waiting to see where they are at with rebuilding the pump station. He said they are still working on the generator issue at Rich Mountain. He said the tower at the 911 Center is still in limbo with what to do but it will probably have to be dropped down some.

Brooke Hinzman reported on the Pool. She said the new slide has been ordered and it will have to be shortened by 2 feet to fit where they want it and the cover has been ordered and it will be cut out to go around the slides. She said they are hoping to get it all done by the end of this week so they can get it winterized.

Sheriff Elbon reported that the last Ford 150 Truck is in service as of yesterday. He said it is equipped very well and is a sharp looking truck. He thanked the Commission for getting it for his office. He said they have been running into radio issues with the new hires. He said the radios his officers are using now are becoming obsolete. He said you can't even get parts for them now. He said he submitted some paperwork for the Commission to review and see if Peggy Ross can start looking for some grants to get new ones. He said they need at least 6 right now.

CORRESPONDENCE:

Commissioner Kesling said the Commission received a letter from Valley Head Community Center thanking them for their funding.

ANNOUNCEMENTS:

Commissioner Kesling announced that the next regular meeting will be September 21, 2023 at 1:30 p.m.

ITEMS FOR DISCUSSION/ACTION:

INFORMATIONAL PRESENTATION FROM THE WVPSC REGARDING HARMAN AND WHITMER WATER SYSTEMS

Brooke Hinzman said they called and said they would not be able to attend the meeting today. Commissioner See moved to reschedule Item A. All yes – Motion passed unanimously

CONSIDER APPROVAL OF FUNDING REQUEST FROM ELKINS VOLUNTEER FIRE DEPARTMENT (See copy attached)

Commissioner Kesling said the Commission received a letter from the Elkins Volunteer Fire Department asking for funding to help with the Mountain State Forest Festival Fireman's parade. He said they provide food for 200-300 firemen, trophies, awards etc. Commissioner Siler moved to approve the funding request from the Elkins Volunteer Fire Department in the amount of \$1,500.00 and that is to be taken out of Hotel/Motel tax funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF FUNDING REQUEST FROM LEADING CREEK FIRE DEPARTMENT (See copy attached)

Lutecia Fidler appeared before the Commission on behalf of the Leading Creek Volunteer Fire Department. She said fire chief, Branson Henry, could not attend today. Ms. Fidler read a letter out loud from Mr. Henry. She said they need help in purchasing 16 SCBA (Self Contain Breathing Apparatus) and 16 spare cylinders to equip their fire engines. She said their current SCBA's are out of date. She provided a quote to the Commission in the amount of \$125,660.00. Commissioner Kesling said they have already been approached by other volunteer fire departments and have given them some funding and the Commission wants to keep it equal to all fire departments. Commissioner Kesling moved to approve the funding request from the Leading Creek Volunteer Fire Department in the amount of \$14,900.00 and that is to be taken out of courthouse contractual funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF NEW HIRE FOR RANDOLPH COUNTY ASSESSOR'S OFFICE (See copy attached)

Randolph County Assessor, Phyllis Yokum appeared before the Commission. She said she would like to hire Danielle Hartley to fill a full time benefited clerk position in her office. She would like her to begin working on September 11, 2023 with a starting hourly wage of \$12.83 per hour and that is to be paid out of her regular county budget in which she already has the money in there for. Commissioner See moved to approve the hiring of Danielle Hartley as a full time benefited clerk in the Assessor's Office with a starting date of September 11, 2023 and with a starting wage of \$12.83 per hour. All yes – Motion passed unanimously

CONSIDER APPROVAL OF NEW HIRE FOR RANDOLPH COUNTY 911 CENTER (See copy attached)

Robert Daman from the 911/OEM office appeared before the Commission. He said they would like to hire Christopher Wymer as a telecommunicator trainee. This is a full time benefited position with a probationary period of 6 months. His starting pay would be \$12.86 per hour and they would like him to begin working on September 11, 2023. The current budget covers his wages. Commissioner See moved to approve the hiring of Christopher Wymer as a 911 telecommunicator trainee, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF WAGE ADJUSTMENT FOR 911 CENTER (See copy attached)

Robert Daman from the 911/OEM office appeared before the Commission. He said they would like to raise the pay of Nicholas Harris. He is now operating on the floor as a stand-alone telecommunicator and they would like to change his pay from \$13.25 per hour to \$13.97 per hour. These wages are covered in the current budget. Commissioner See moved to approve the pay adjustment for Nicholas Harris, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF APPOINTMENTS TO THE RANDOLPH COUNTY UNSAFE BUILDINGS AND LANDS ENFORCEMENT AGENCY (See copy attached)

Commissioner Siler said there are some terms that expired at the end of August on the Unsafe Buildings and Land Enforcement Agency, so the Commission needs to get those people re-appointed. Commissioner See moved to reappoint Ray Lamora and J.W. Jones for a term starting immediately and ending on August 31, 2024. All yes – Motion passed unanimously. Commissioner See moved to reappoint Peggy Young-Ross, Keith Brown, Rob Elbon, Samantha Beaudoin and John Hempel for terms beginning immediately and ending on August 31, 2025. All yes – Motion passed unanimously

CONSIDER APPROVAL OF RESOLUTION REGARDING EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (See attached copy)

Peggy Young-Ross appeared before the Commission. She said this is a grant she is applying for in the amount of \$15,650.00 with a match of \$5,217.00 She said it would be used for magnifiers for pistols for the Sheriff's Office. Commissioner See moved to approve the Resolution, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF RESOLUTION REGARDING JUSTICE AND COMMUNITY SERVICES GRANT (See copy attached)

Peggy Young-Ross appeared before the Commission. She said this is a grant she is applying for to be used for the Task Force. She said the Commission would just be a pass thru agency on this one as it is for overtime for the task force officers in other counties, not Randolph. She said it would be in the amount of \$57,000.00 and each County would provide their own cash match. She said Randolph counties task force overtime is already covered by another grant they already received. Commissioner See moved to approve the Resolution, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF RESOLUTION REGARDING WV RECORDS MANAGEMENT AND PRESERVATION BOARD GRANT (See copy attached)

Peggy Young-Ross appeared before the Commission. She said this is a grant she is applying for to be used for labor for the County Clerk's Office to get rid of some old boxes of documents located in the old jail building. Commissioner See moved to approve the Resolution, as submitted. All yes – Motion passed unanimously

Peggy Young-Ross went over the grants that are still open for the County. Commissioner Kesling discussed space for the new Judge that will be starting January 1, 2025. He said they have Peggy looking for grant money to help with that. He said his big project for next year is to renovate the old jail. Peggy Young-Ross said the new Judge has to have a completely stand alone courtroom. Commissioner Kesling said they were thinking that the old Prosecutor's Office could be the new Judge's Offices and the Commission meeting room could be used as the new courtroom. He said nothing has been decided yet, just thinking about different ideas.

CONSIDER APPROVAL OF CONTRACT REGARDING REIMBURSABLE DEPUTY WAGES (See copy attached)

Sheriff Elbon appeared before the Commission. He said his office would like to have a general contract line in the budget and payroll for contracting work at the ball games or even Wal-Mart. He said his officers are asked to work ball games and events and the school is willing to pay them but it needs set up for that. He said this contract is with Elkins High School and they would write the check to Randolph County and that would be deposited in the line and then payroll department pays the Deputy. Commissioner Kesling said they spoke to the Auditor's Office about this and was told it was okay to do it. Commissioner See moved to approve the security contract with the Randolph County Sheriff's Office and the Elkins High School, as submitted. All yes – Motion passed unanimously

FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS:

Commissioner Kesling moved to approve the (4) Final Settlements, as submitted.

Robert Dale Daniels

Anice Jean Hornick

Pamela Sue Nutter

Hilda R. Sponaugle

All yes – Motion passed unanimously

BUDGET REVISIONS: (See copy attached)

Commissioner Kesling moved to approve an In House budget revision, to correct an error in a previously approved budget revision, for the Actuarial Contingency Reserve line . All yes – Motion passed unanimously

DIVISION OF PROPERTY/ERRONEOUS ASSESSMENTS:

Randolph County Assessor, Phyllis Yokum appeared before the Commission. She said she wanted to address the issue of there being so many erroneous assessments right now. She said the problem causing this is the new system and all 55 counties are having these same issues. She said another problem is that people do not fill out their assessment sheets correctly. She said it concerns her a little bit about how many there is as it could affect the budget. She said it is up to the Commission to approve or disapprove them. She had 2 that she discussed with the Commission.

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

DISTRESSED PROPERTIES: None

FIRE FEE ADJUSTMENTS:

Commissioner Kesling moved to approve the (2) fire fee adjustments, as submitted. All yes – Motion passed unanimously

PAYMENT OF BILLS:

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

ADJOURN THE MEETING:

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

Attest: _____



Elkins Fire Department

216 4th Street Elkins, WV 26241



\$1,500
H/m

Randolph County Commission
4 Randolph Ave
Elkins, WV 26241

September 7, 2023

Commissioners,

On behalf of the Elkins Volunteer Fire Department, we are requesting assistance to support the 85th annual Mountain State Forest Festival Fireman's parade. The Elkins Volunteer Fire Department has multiple expenses associated with this event including food for 200-300 firemen, trophies, awards, etc. We are asking the Randolph County Commission for a \$1,500 donation.

Thank you for your support,

Elkins Volunteer Fire Department



Leading Creek Volunteer Fire Department

71 Triplett Run Rd / PO Box 158

Kerens, WV 26276

Ph. 304-636-7414

August 25, 2023

To: Randolph County Commission
From: Branson Henry, Chief on behalf of LCVFD
Subject: Requesting Fund

Dear Commissioners,

The Leading Creek Volunteer Fire Department and its members are requesting assistance in purchasing 16 SCBA (Self Contain Breathing Apparatus) and 16 spare cylinders to equip our Fire Engines. Our current SCBA's are out of date to meet the NFPA standards and the states sets forth. Included is a quote from Atlantic Emergency Solutions, the total amount is \$125,660.00.

We are asking for any help to assist us in making this purchase.

Thank you for your time,

Branson Henry

Branson Henry
Chief, LCVFD
304-704-8034
lckvfd@yahoo.com

\$14,900
CH
contractual



Office of
Randolph County Assessor
Phyllis K. Yokum

.....
4 Randolph Ave. Room 101
Elkins, WV 26241-4098

Phone: 304.636.2114
Fax: 304.636.9474

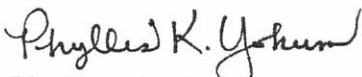
September 7, 2023

To: Randolph County Commission

RE: Full time clerk

I am asking for approval to hire Danielle Hartley to fill a full-time benefitted clerk position in my office. Ms. Hartley will start in my office on Monday, September 11, 2023, so that her training can start right away. Her hourly wage will be \$12.83/hour and she will receive all benefits. She will be paid from my regular county budget. I already have the money in my budget for Ms. Hartley's salary, because this is not a new position. Ms. Hartley will be filling an open position in my office.

Thank you,


Phyllis K. Yokum
Assessor



Randolph County Office of Emergency Management/911
194 Airport Road
Elkins, WV 26241
(304) 636-0483

September 7, 2023

Commissioners;

I am requesting the approval for the hiring of Christopher Wymer as a telecommunicator trainee. This is a full-time position with county benefits and a probationary period of 6 months. Starting pay at \$12.86 and to begin work on September 11, 2023. The current budget covers his wages.

Thank you,

Shonna Fox



Randolph County Office of Emergency Management/911
194 Airport Road
Elkins, WV 26241
OEM: (304) 636-0483
Dispatch: (304) 636-2000
Fax: (304) 636-3298

September 7, 2023

Commissioners;

I am requesting a pay adjustment for Nicholas Harris. He is now operating on the floor as a stand-alone telecommunicator. Please see below the new pay scale.

Current wage: \$13.25

New wage: \$13.97

His wages are covered under the current budget.

Thank you,

Shonna Fox

Randolph County Commission



Commissioners

David L. Kesling

Chris See

Christopher Siler

September 7, 2023

Randolph County Enforcement Agency

RE: Board Appointments

The Randolph County Commission voted to reappoint the following to the Randolph County Enforcement Agency beginning immediately and ending August 31, 2024:

Ray LaMora, Member-at-Large

J.W. Jones, Member-at-Large

Peggy Young-Ross, Litter Control Officer

Keith Brown, Fire Department Representative

Rob Elbon, Randolph County Sheriff

Samantha Beaudoin, Randolph County Health Inspector

John Hempel, County Engineer

Sincerely,

David Kesling, President

Randolph County Commission

4 Randolph Avenue - Suite 102 - Elkins, West Virginia 26241 - Phone (304) 636-2057 - Fax (304) 630-1125
randolphcountycommissionwv.org

Randolph County Commission



Commissioners

David L. Kesling

Chris See

Christopher Siler

RESOLUTION

The Randolph County Commission met on 9-7-2023 with a quorum present and passed the following Resolution:

Be it resolved that the Randolph County Commission hereby certifies that it has legal authority to apply for and administer funds through the **Bureau of Justice Assistance FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG)**, that a Resolution has been duly passed as an official act of the applicant's governing body, authorizing the filing of the application, which requires a 25% local match, and all understandings and assurances contained therein, and directly authorizing the President of the Randolph County Commission, the official county representative of the applicant, to plan, budget, apply, receive and administer funds, and to provide such additional information as may be required.

Brenda Wiseman

Randolph County Clerk

Randolph County Commission



Commissioners

David L. Kesling

Chris See

Christopher Siler

RESOLUTION

The Randolph County Commission met on 9-7-2023 with a quorum present and passed the following Resolution:

Be it resolved that the Randolph County Commission hereby certifies that it has legal authority to apply for and administer funds through the **Justice and Community Services FY 2023 Justice Assistance Grant (JAG)**, that a Resolution has been duly passed as an official act of the applicant's governing body, authorizing the filing of the application, which requires a 25% local match, and all understandings and assurances contained therein, and directly authorizing the President of the Randolph County Commission, the official county representative of the applicant, to plan, budget, apply, receive and administer funds, and to provide such additional information as may be required.

Brenda Wiseman

Randolph County Clerk

Randolph County Commission



Commissioners

David L. Kesling

Chris See

Christopher Siler

RESOLUTION

The **Randolph County Commission** (WV), met on 9-7-2023 with a quorum present and passed the following resolution:

Be it resolved that the **Randolph County Commission** hereby certifies that it has legal authority to apply for and administer funds for the **WV Records Management and Preservation Board FY2023-2024 grant**; that a resolution has been duly passed as an official act of the applicant's governing body authorizing the filing of the application, which has a match of 10%, and all understandings and assurances contained therein and directly authorizing the **President of the Randolph County Commission**, the official county representative of the applicant, to act in connection with the application and to provide such additional information as may be required.

President, Randolph County Commission

Randolph County Sheriff's Office

Security Contract

Elkins High School

Starting on August 25, 2023, the Randolph County Sheriff's Office has entered into a contractual work agreement for as-needed contract security work. All deputies are eligible to volunteer for contract work when requested while they are: off-duty, a full-time certified deputy, do not have a relative or child playing the sport of which they are working, and meet any and all standards as imposed by the Randolph County Sheriff's Office, Randolph County Commission, and the West Virginia Law Enforcement Professional Standards Committee.

Corporal Ethan Carr is the Sheriff's Designee for coordinating the off-duty security work and will request volunteers as needed. Corporal E.B. Carr will also be designated the Officer In Charge during all security events at Elkins High School.

Elkins High School will reimburse the Randolph County Sheriff's Office for any and all contract work agreed upon between the two parties after work is completed.

Contract Start Date: August 25, 2023

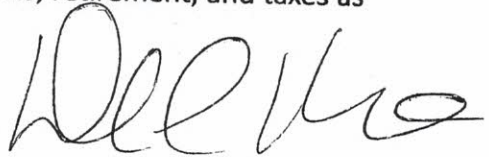
Rate of Pay for Elkins High School Security: \$40 per hour

Hours of work: 3 hours, but could vary

The \$40 per hour will include deductions for wages, benefits, retirement, and taxes as necessary.



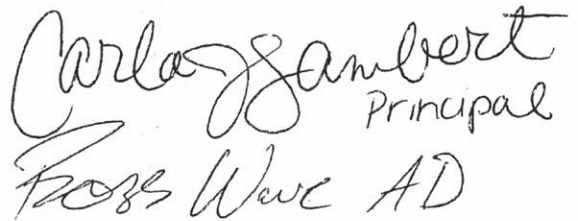
Robert R. Elbon Jr.
Sheriff of Randolph County



Randolph County Commission



Corporal E.B. Carr
Randolph County Sheriff's Office
EHS - Contract Coordinator



Principal
Fross Weve AD

EHS Representative

