

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 1st day of July, 2021 at 1:30 p.m.

Present: Mark Scott, President of the Randolph County Commission and Chris See and David Kesling, Commissioners thereof.

Meeting called to order by Commissioner Scott

PUBLIC COMMENT:

Bob Jones appeared before the Commission. He said he wanted to give the Commission a Freedom of Information Act request but could not find the form on their website. He said he printed one off from the City of Elkins website. He presented it to the Commission. He said they might want to put one on their website.

Phil Hudok appeared before the Commission. He said he wanted to talk about issues he thinks are important. He showed the Commission a printout he got from a pharmacy regarding the COVID-19 vaccine and it is blank. He said it is an experimental drug and he is not sure what is going to happen. He said more deaths have been reported this year since COVID-19 than in previous 28 years. He played a clip from President Biden urging people to get the vaccine but Mr. Hudok doesn't agree with it. He gave each Commissioner a DVD that has a man that worked for the CDC on it giving information. He said there is no one more knowledgeable than that man. He said there is no risk for people under 18. He said the tests are not accurate. He said 13 years ago the Helvetia Clinic committed fraud by having people write down the swine flu when it wasn't that, he said he should have done something then. He said he has brought questions and serious concerns to the Commission and wants to know what have they done? He said where do we go from here?

MINUTES:

Commissioner See moved to approve the minutes from the regular meeting that was held on June 17, 2021, as submitted. All yes – Motion passed unanimously

REPORTS:

911/OEM Director Cindy Hart reported that they have had a peak of people coming in to get new 911 addresses. She said people who have P.O. boxes didn't get a letter and are just now coming in for those new physical addresses. She said there was an emergency on Sunday with HealthNet running out of fuel and they got it within 6 minutes. She said Huttonsville PSD had a malfunction with their water lines and Webster County was going to lend them a water buffalo and stage it a Beverly but it was repaired so they didn't need it. She said it's been a busy week.

CORRESPONDENCE: None

ANNOUNCEMENTS:

Commissioner Scott announced that the next regular meeting will be held on July 15, 2021 at 1:30 p.m.

Commissioner Scott gave an update on the pool project and said the engineer should have the plans to them by July 15th.

Commissioner Scott gave an update on the sidewalk project and said the engineer has the plans together and it should be going out for bid very soon.

ITEMS FOR DISCUSSION/ACTION:

CONSIDER FUNDING REQUEST FROM JOHN BALLANTYNE MEMORIAL JUNIOR GOLF ASSOCIATION

(See copy attached)

Commissioner Scott said the Commission received a letter from the John Ballantyne Memorial Junior Golf Association requesting funding for their program. He said there are 25 spots filled with a waiting list of at least 30. He said they provide the children with a polo golf shirt, clubs and balls, participation trophy and a pizza party. He said they bring in area golf pros to do lessons for the children. Commissioner See said this is something they have been doing for the last 7 or 8 years. Commissioner See moved to approve the funding request in the amount of \$2,000.00 for the John Ballantyne Memorial Junior Golf Association, and that is to be taken out of Hotel/Motel Tax funds.

Discussion: Commissioner Kesling said just to clarify Hotel/Motel Tax funds is money paid by non-residents that come to our County to stay here. This is not money from residents of our County.

All yes – Motion passed unanimously

CONSIDER RENEWAL OF CONTRACT WITH GST

Commissioner Scott said Global Science and Technology is the company that does maintenance on the computers and AS400 that several offices use. He said they do a good job and everyone seems happy with them. Commissioner See moved to approve the renewal of contract with Global Science and Technology in the amount of \$1,920.00 per month. All yes – Motion passed unanimously

CONSIDER FUNDING REQUEST FOR COALTON DAYS

(See copy attached)

Commissioner Scott said the Commission received a letter from the Town of Coalton requesting funding for their Coalton Days celebration. He said this will be the 27th year for Coalton Days and it is an old fashioned get together of friends and families. Commissioner Kesling moved to approve the funding request in the amount of \$5,000.00 for the Town of Coalton, and that is to be taken out of Hotel/Motel Tax funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF ANNUAL FIRE FEE DISTRIBUTIONS

Commissioner Scott said this will be the 3rd year of the collection of fire fees and it is the time of year to make the annual distributions to the 9 volunteer fire departments. Commissioner See moved to approve \$50,000.00 to be distributed to each of the 9 volunteer fire departments with the money coming from the fire fee collections. All yes – Motion passed unanimously

CONSIDER SIGNING RELEASE FOR CIRCUIT COURT JURY SELECTION LOCATION

(See copy attached)

Commissioner Scott said the Phil Gainer Community Center in Elkins will no longer be needed for Jury selection. He said the County Commission just needs to rescind the order for that. Commissioner Kesling moved to approve the signing of release of using the Phil Gainer Community Center for Jury selection for Randolph County Circuit Court. All yes – Motion passed unanimously

CONSIDER HIRING OF TWO EMPLOYEES AT THE 911 CENTER

(See copies attached)

911/OEM Director Cindy Hart appeared before the Commission. She said they are in need of employees at the 911 Center and she contacted two former employees and asked if they were interested in coming back to work. She said two people agreed to come back and they are Michele Rutter and Mercedes Herron. She said she would like for both of them to begin working today July 1, 2021 with a starting salary of \$14.25 per hour with full benefits and they will both be placed on a 90 day probationary period. Commissioner Kesling moved to approve the hiring of Michele Rutter and Mercedes Herron as

full time telecommunicator's with a starting date of July 1, 2021 and with starting salaries of \$14.25 per hour with full benefits and each will be placed on a 90 day probationary period. All yes – Motion passed unanimously

Cindy Hart introduced Hilary White to the Commission. Ms. White was chosen for the Randolph County 911 Deputy Director position. This is a position that was included in the budget for this year.

RECOGNITION OF LINDA SANDERS

Commissioner Scott said this is not an Agenda item but the Commission wanted to show their appreciation to the Randolph County Health Department for their outstanding work during this pandemic. He said they lead a 10 county coalition. They wanted to recognize Linda Sanders for her 56 years of working at the Randolph County Health Department and show their appreciation to her. The Commission presented Linda Sanders with a certificate of appreciation. Bonnie Woodrum was also in attendance with Linda Sanders.

FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS

Commissioner Kesling moved to approve the final settlements/annual accountings on the twelve following estates, as submitted.

Richard Williams Cardot

Carolyn June Dolly

Mary Margaret Gutshall

James Wayne Heck

Daniel Dayton Hamrick

Juanita June Kyle

Fay Lynnette Magner

Harry Bruce Mahoney

Gladys Mae Marfield

Jewell Simon

David Warren Smoot, III

Edna Lucille Chenoweth Vanscoy

All yes – Motion passed unanimously

BUDGET REVISIONS:

(See attached copies)

Commissioner Kesling moved to approve an In-House budget revision for the Sheriff's Office in the amount of \$310.00. All yes – Motion passed unanimously

Commissioner Kesling moved to approve an In-House budget revision for the Sheriff's Office in the amount of \$13,800.00. All yes – Motion passed unanimously

Commissioner See moved to approve an In-House budget revision for the property enforcement division in the amount of \$2,500.00. All yes – Motion passed unanimously

DIVISION OF PROPERTY/ERRONEOUS ASSESSMENTS:

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

DISTRESSED PROPERTIES: None

FIRE FEE ADJUSTMENTS: None

PAYMENT OF BILLS:

Commissioner See 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: _____

John Ballantyne Memorial Junior Golf Association, Inc.
PO Box 101
Elkins WV 26241

June 11, 2021

Approved
Hotel / Motel

Mark Scott, President
Randolph County Commission
4 Randolph Avenue, Suite 102
Elkins WV 26241

Dear Mr. Scott & Commissioners:

This nonprofit organization has been teaching children the gentlemen's game of golf for many years. This year we have 25 spots filled with a waiting list of at least 30. For each child, we provide a polo golf shirt, clubs and balls, participation trophy and pizza party at the end of the lessons.

We also provide lessons lead by area golf pros. One from Stonewall Jackson Golf Club, one from Snowshoe and one LPGA golfer. These golf pros are the only people paid by our organization, which is ran entirely by volunteers.

The shirts, clubs, balls, pizza party, and payments to the golf pros are our only expenses, which totals approximately \$4,000.00 per season. Due to Covid-19, we have not been able to do any fundraising for these children.

Therefore, we respectfully request a donation from the Randolph County Commission for \$2,000.00, which would cover one-half our budget. Should you desire me to come to a meeting for a presentation about our organization, I would be more than happy to accommodate the Commission.

I can be reached at 304-276-9340.

Sincerely,

Mark House, Co-Chairman
Robin Mams, Co-Chairman
Ray Cost, Co-Chairman

Town of Coalton
PO Box 189
Coalton, WV, 26257
Jim Rossi, Mayor

Approved
7/1/2021
w/ Hotel / Motel Tax

Randolph County Commissioners

Mr. Mark Scott, President

Mr. David Kesling

Mr. Chris See

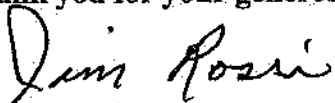
Dear Commissioners,

The annual Coalton Days Celebration is an old-fashioned get-together of friends and families to celebrate our culture and heritage.

This celebration has grown tremendously over the past 26 years and, hopefully, will continue on this our 27th year. Coalton Days has generated a lot of excitement and revenue for the area, which is evident, unfortunately, the cost of all this has increased, but our budget has not. We appeared before the Commission and asked for any supplemental funds from the Commission.

We are very appreciative and grateful that the Commission agreed to fund the Coalton Days Celebration in the amount of \$5,000.

Thank you for your generosity.


Mayor Jim Rossi

Town of Coalton

IN THE COUNTY COMMISSION OF RANDOLPH COUNTY, WEST VIRGINIA
ADMINISTRATIVE ORDER

IN RE: APPOINTMENT OF PLACES OF SESSIONS OF COURT

WHEREAS, The West Virginia Supreme Court of Appeals pursuant to Administrative Order dated June 25, 2021, the Governor of the State of West Virginia by mandate dated June 20, 2021, and the United States Centers for Disease Control and Prevention, in response to the Covid-19 pandemic, have rescinded conditions and restrictions regarding the gathering of groups of people, and

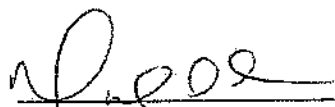
WHEREAS, the Circuit Court of Randolph County, West Virginia, has scheduled for July 13, 2021, in the June, 2021 term of Court, and thereafter, jury selections and other proceedings in cases pending in said Court, which cases require hearings and resolution by jury trial in order to recognize and protect the rights of the respective parties to a trial by a jury within the time frames previously established by the Rules and laws of this State, and

WHEREAS, the circuit courtroom of Randolph County, West Virginia, is now appropriate to permit the gathering of groups of people and of potential jurors necessary in order to protect the health, safety and welfare of jurors, the public, attorneys, court employees, litigants, and others, to afford the parties the opportunity to select a qualified and impartial jury, and

WHEREAS, all restrictions limiting the gathering of persons and social distancing measures have been vacated and rescinded,

It is the ORDER of the County Commission of Randolph County, West Virginia, that the prior order appointing the Phil Gainer Center in Elkins, West Virginia, be and hereby is **RESCINDED AND VACATED**.

ENTER this 1 day of July, 2021.



MARK SCOTT, President,
RANDOLPH COUNTY COMMISSION

WEST VIRGINIA, RANDOLPH COUNTY CLERK'S OFFICE
This instrument was this day presented to me in my office, and
thereupon, together with the Certificate thereto annexed, is
admitted to record.

Tested
Clark

Brenda Wiseman 7.2.2021

Randolph County
Brenda Wiseman, Clerk
Instrument 2021013079
07/02/2021 @ 08:24:19 AM
MISCELLANEOUS BOOK AND REC
BOOK 21 @ Page 647
Pages Recorded 1



Randolph County E911 / Randolph County Office of Emergency Management
194 Airport Road, Elkins, WV 26241
911 Center 304-636-2000 OEM 304-636-0483 Fax 304-636-3298

July 1, 2021

Commissioners:

I am asking to hire Michele Rutter as a full time telecommunicator. Michele had previously worked for Randolph County 911 and left on good terms. She is already trained and I am requesting that she placed on full time status at the rate of \$14.25 per hour with full benefits.

This was an expected expense in the budget.

Due to employee shortage, I am requesting that her hire date be effective today July 1, 2021.

There will be a 90 day performance probationary period.

Thank you,

Cindy Hart, Director



Randolph County E911 / Randolph County Office of Emergency Management
194 Airport Road, Elkins, WV 26241
911 Center 304-636-2000 OEM 304-636-0483 Fax 304-636-3298

July 1, 2021

Commissioners:

I am asking to hire Mercedes Herron as a full time telecommunicator. Mercedes had previously worked for Randolph County 911 and left on good terms. She is already trained and I am requesting that she placed on full time status at the rate of \$14.25 per hour with full benefits.

This was an expected expense in the budget.

Due to employee shortage, I am requesting that her hire date be effective today July 1, 2021.

There will be a 90 day performance probationary period.

Thank you,

Cindy Hart, Director



Randolph County E911 / Randolph County Office of Emergency Management
194 Airport Road, Elkins, WV 26241
911 Center 304-636-2000 OEM 304-636-0483 Fax 304-636-3298

July 1, 2021

Commissioners:

As you are aware, Hilary White was chosen for the Randolph County 911 Deputy Director position.

She started her role in her new position, effective June 28, 2021.

As agreed, her salaried position will be at a wage of \$40,000 per year and she will maintain her current fulltime benefits.

Thank you,

A handwritten signature in cursive script that reads "Cindy Hart".

Cindy Hart, Director

Office of the
SHERIFF OF RANDOLPH COUNTY

Law Enforcement

32 Randolph Avenue
Suite 201
Elkins, WV 26241

Web: RandolphSheriff.wv.gov
Phone: (304) 636-2111
Fax (304) 630-0467



Tax Office

4 Randolph Avenue
Suite 100
Elkins, WV 26241

Web: wwpropertytaxes.com
Phone: (304) 636-2100
Fax (304) 636-2093

Robert R. Elbon Jr., Sheriff

7/1/2021

The Sheriff's Office respectfully requests the following budget revisions.

IN-HOUSE BUDGET REVISION

Reason for Revision: To adjust line items

REVENUES:

		PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
ACCOUNT NUMBER	Account Name				
No Change					

TOTAL INCREASE/(DECREASE) REVENUE: \$0.00 \$0.00 \$0.00 \$0.00

EXPENDITURES:

		PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
ACCOUNT NUMBER	Account Name				
001-700-345-00	LE Uniforms	\$20,050.00	\$210.00		\$20,260.00
001-700-343-00	LE Auto Fuel	\$42,000.00		\$210.00	\$41,790.00
001-703-345-00	Jail Uniform	\$3,500.00	\$100.00		\$3,600.00
001-703-341-00	Jail Supplies	\$1,500.00		\$100.00	\$1,400.00
		\$67,050.00	\$310.00	\$310.00	\$67,050.00

TOTAL INCREASE/(DECREASE) EXPENDITURES: \$0.00

REVENUE CHANGE LESS EXPENDITURE CHANGE \$0.00

Respectfully,

Robert R. Elbon Jr.
Sheriff/Treasurer

7-1-2021
DK moved
DK yes
CS yes
MS yes

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SHERIFF OF RANDOLPH COUNTY

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		PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
ACCOUNT NUMBER	Account Name				
No Change					

TOTAL INCREASE/(DECREASE) REVENUE:	\$0.00	\$0.00	\$0.00	\$0.00
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EXPENDITURES:

		PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
ACCOUNT NUMBER	Account Name				
001-700-217-00	LE Auto Maintenance	\$22,000.00	\$2,550.00		\$24,550.00
001-700-233-00	LE Investigations	\$2,500.00		\$2,000.00	\$500.00
001-700-145-00	LE Uniforms	\$9,000.00	\$11,050.00		\$20,050.00
001-700-159-00	LE Equipment	\$8,800.00	\$200.00		\$9,000.00
001-700-230-00	LE Contract Services	\$11,956.00		\$7,800.00	\$4,156.00
001-700-343-00	LE Auto Fuel	\$46,000.00		\$4,000.00	\$42,000.00
		\$100,256.00	\$13,800.00	\$13,800.00	\$100,256.00

TOTAL INCREASE/(DECREASE) EXPENDITURES:	\$0.00
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REVENUE CHANGE LESS EXPENDITURE CHANGE	\$0.00
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Respectfully,

Robert R. Elbon Jr.
Sheriff/Treasurer

7-1-2021
DK-moved
DK-yes
MS-yes
CS-yes

