

STATE OF WEST VIRGINIA
RANDOLPH COUNTY COMMISSION SS:

At a regular session of the Randolph County Commission in and for the aforesaid County and State, at the James F. Cain Courthouse Annex, on the 19th day of January, 2017 at 1:30 p.m.

PRESENT: Michael Taylor, President of the Randolph County Commission and Chris See and Mark Scott, Commissioners thereof.

Meeting called to order by Commissioner Taylor

PUBLIC COMMENT: None

MINUTES:

Commissioner See moved to approve the minutes from the regular meeting that was held on January 4, 2017, as submitted.

All yes – Motion passed unanimously

REPORTS:

North Central Community Corrections Director, Erin Golden appeared before the Commission. She reported that there are currently 91 participants on the program. The program has saved the County \$931,448.00 in regional jail bills so far this fiscal year.

CORRESPONDENCE: None

ANNOUNCEMENTS:

Commissioner Taylor announced that the Randolph County Commission has a new website at www.randolphctywv.org.

ITEMS FOR DISCUSSION/ACTION:

CONSIDER APPROVAL FOR RANDOLPH COUNTY ASSESSOR, PHYLLIS YOKUM, TO RETAIN OUTSIDE LEGAL COUNSEL RELATIVE TO PROPERTY TAX ISSUES

Randolph County Assessor, Phyllis Yokum appeared before the Commission. She said she was there to ask approval to hire outside legal counsel relative to some property tax issues. She said she sought out Attorney's who are knowledgeable in tax law and WV Code for property tax. She said she met with two attorneys from Lewis, Glaser, Casey and Rollins from Charleston. She said they have prepared an engagement letter and she submitted that to the County Commission. Commissioner Taylor said Mrs. Yokum had met with him previously and spoke to him about two matters pending before her. He said Prosecuting Attorney Michael Parker is aware of the issues and is in agreement due to his time constraints and workload and he gave his blessing to us to consider hiring outside counsel. Commissioner Taylor said the issues in question could have a significant tax impact on the County funds.

Commissioner Scott moved to give approval for Assessor to hire Lewis, Glaser, Casey and Rollins law firm for property tax issues.

All yes – Motion passed unanimously

CONSIDER FUNDING REQUEST FROM HOOKED ON FISHING FOR UPCOMING SPRING EVENT (SEE ATTACHED COPY)

Robin Miller and Jeff Skidmore appeared before the Commission. Ms. Miller said each year they have the Hooked on Fishing Not on Drugs two day expo for area youth. This will be the 23rd year of the event. She said the expo is run from funding from sponsors and donations made. She said this year she is losing a large sum of money from some of her main sponsors. She said they cannot continue the expo without some more donations. She gave the Commission a copy of some of the costs related to the expo. She said it takes about \$25,000.00 to run the two day expo event. She said the kids look forward to it every year and it would be very hard to tell them it has been cancelled. Commissioner Taylor said it is always packed every year and he knows there are a lot of volunteers that donate a lot of time to it. Commissioner See said the kids look forward to it every year. Commissioner See moved to approve the funding request from Hooked on Fishing Not on Drugs for their upcoming spring event in the amount of \$5,000.00 which will be taken out of Hotel/Motel Tax.

All yes – Motion passed unanimously

CONSIDER REQUEST FROM COMMUNITY CORRECTION'S DIRECTOR TO EXTEND FULL TIME, NON BENEFITED POSITION WHILE SHE IS OUT ON MATERNITY LEAVE

North Central Community Corrections Director, Erin Golden appeared before the Commission. She said in about five weeks she will be going on maternity leave. John Conniff is coming back from military leave on February 13, 2017. She would like to keep Zachery Stell on as temporary full time DRC officer for another 10 weeks. This would begin on February 13 and run for 10 weeks from that date. This is a non benefited position and she has the money in her budget to pay him for the additional 10 weeks. Commissioner Scott moved to approve the extension of temporary DRC officer Zachery Stell for an additional ten weeks beginning on February 13, 2017.

All yes – Motion passed unanimously

CONSIDER APPROVAL OF BOARD APPOINTMENT FOR RANDOLPH COUNTY HOUSING AUTHORITY BOARD OF DIRECTORS

Commissioner See moved to approve the appointment of Leesa Harris to the Randolph County Housing Authority Board of Directors with a term beginning January 19, 2017 and ending December 31, 2021.

All yes – Motion passed unanimously

CONSIDER APPROVAL OF BOARD APPOINTMENT FOR THE NORTON HARDING JIMTOWN PUBLIC SERVICE DISTRICT

Commissioner Taylor said there is a board members appointment that is expiring and we have two expressions of interest in this position. Those two people are Phyllis Lee and Brad Smith. Phyllis Lee is a current board member and Brad Smith is a citizen and

resident within the public service district. Commissioner Scott said this has been a tough one because usually there is only one person that applies and when you have two people it makes it tough. Commissioner See moved to re-appoint Phyllis Lee to the Norton Harding Jimtown Public Service District board with a term beginning January 1, 2017 and ending December 31, 2022.

Commissioner Scott said it is always tough to turn away someone who is interested in being involved and Mr. Smith certainly show sincere interest in being involved and you hate it because there is only one position and you have two people that seem very well qualified so it has been conflicting for him. He hopes Mr. Smith will continue to be actively involved. Commissioner Taylor said they would certainly keep him in mind if a future vacancy occurs.

All yes – Motion passed unanimously

CONSIDER APPROVAL OF RULES FOR COUNTY COMMISSION MEETINGS (SEE ATTACHED COPY)

Commissioner Taylor said back at the first meeting of the year we went over the meeting dates and times for the year and the Committee assignments for each Commissioner. He said since that time the Commissioners attended training in Clarksburg. It was recommended that every two years when a new Commissioner comes in the Commission should adopt the rules and regulations for the County Commission meetings.

Commissioner Taylor read them out loud. Commissioner Scott said we just want to make sure to have the rules in writing that we are going to abide by for the next two years that way if there is any questions we have it written down as to how we are going to conduct our meetings. Commissioner See said that is what the Commissioners association suggested we do, so it sounds good to him.

Commissioner Scott moved to adopt the rules for the next two years for the County Commission meetings, as presented.

All yes – Motion passed unanimously

OPEN BIDS FOR GENERATOR PURCHASE FOR HUTTONSVILLE VFD

Commissioner Taylor said during the Derecho and super storm Sandy we had issues with shelters and providing for the residents of the County. He said the Office of Emergency Management had along with the County Commission worked with the volunteer fire departments in the County to get generators for the ones that didn't have one already. The Commission has paid for that and the installation and upkeep of it. He said there were certain terms and conditions that the Commission asked them to agree to. He said at that time the Huttonsville VFD could not meet those terms and conditions so they put the generator at the Senior Center in Mill Creek. Those terms and conditions are being met now so a generator will need to be purchased for that fire department. OEM/911 Director Cindy Hart said there was some excess money left over in the EMPG funds that she applied for and received. She has advertised this purchase three times in the legal ad section of the newspaper as required. Commissioner Taylor said we only received one bid. He opened the bid. It was from Master Service Mid Atlantic DBA Mountaineer Generator Service and the amount of the bid was \$23,600.00. Commissioner See moved to approve the bid from Master Service Mid Atlantic in the amount of \$23,600.00.

All yes – Motion passed unanimously

DISCUSSION REGARDING ISSUES OF RISING COSTS TO THE REGIONAL JAIL BILL

Commissioner Taylor said Randolph County along with most other counties in the State of West Virginia has taken a substantial increase in the past year in regional jail bills. He said they budgeted 1.2 million dollars for it this year but that is not going to be enough. The bill for the month of December was \$169,598.75. They are going to do a budget revision today to add \$400,000.00 more to it from other accounts. He said he met with Circuit Court Judge David Wilmoth and he has spoken to Sheriff Brady and the Prosecuting Attorney about it also. He said we need to look at the reasons why it is increasing so much and what are the alternatives. He said if it continues on the current path it will have an impact on every office. Prosecuting Attorney Michael Parker said he has looked at the jail bills and he said the problem is the substance abuse epidemic. They can't post bond so they stay in jail longer or they get out on bond and don't comply and have to go back to jail. Mr. Parker said public safety is his #1 priority. Commissioner Scott said he has looked back at the bills and it is a 300% increase in the last 3 years. He said we have to figure out a way to mitigate these costs. Commissioner Taylor said this is the number one concern of every elected official that sits on the regional jail authority board. Sheriff Brady said his office is trying to work up ways to get the regional jail bill down. He went over the rise of the costs since 2014. He said certain people have to be in jail but he would like to try to use the home confinement program more. He said they home confinement would cost \$3.25 per day and it has a GPS tracking device that will follow them every minute of the day. He thinks this would offset some of the regional jail bill costs. He said there is no question it is the substance abuse. Commissioner Taylor said we need to have a meeting with the elected officials and try to increase the use of home confinement and community corrections for non-violent offenders. He said when budget time comes up the first thing they will have to look at is the regional jail bills.

FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS:

Commissioner Scott moved to approve the 4 final settlements/annual accountings, as submitted.

Robert Biller

Gerald Wayne Shaw

Norma F. Thompson

Donald O. Macvean

All yes – Motion passed unanimously

BUDGET REVISION: (See attached copies)

Commissioner Scott moved to approve the one in house budget revision and the one state budget revision, as submitted.

All yes – Motion passed unanimously

ERRONEOUS ASSESSMENTS/DIVISIONS OF PROPERTY:

Commissioner Scott moved to approve the erroneous assessments/divisions of property, as submitted.

All yes - Motion passed unanimously

PAYMENT OF BILLS:

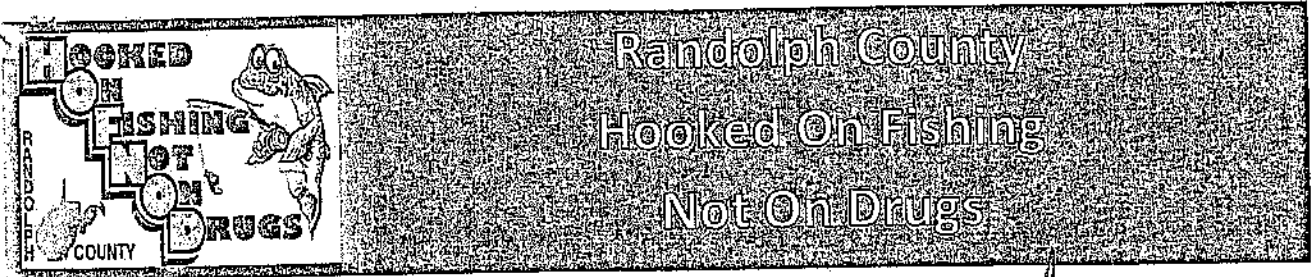
Commissioner See moved to pay the bills, as submitted.
All yes - Motion passed unanimously

ADJOURN THE MEETING:

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

Attest:

A handwritten signature in black ink, appearing to read "Michael J. DeLoe", written over a horizontal line.



January 9, 2017

Randolph County Commission
Attention: Mr. Mike Taylor, Commissioner
4 Randolph Avenue #102
Elkins, WV 26241

Handwritten note:
\$15,000
Hated Noted Day

Dear Mr. Taylor,

Celebrating our 23rd annual event in March 2017, the Randolph County Hooked On Fishing Not On Drugs (HOFNOD) organization continues to strive to maintain and expand its two-day expo for our area youth. We are writing to challenge you to support the annual event and experience firsthand the pride that we take in making the annual event possible.

HOFNOD is a nationally recognized drug prevention initiative that focuses on choosing healthy lifestyles, especially outdoor activity, over using drugs and alcohol. The two-day event, drawing crowds of nearly 5,000 people, is held annually in Randolph County each March. The event brings together an array of educational and activity opportunities aimed to inspire young children and teens in our area to participate in the abundance of recreation available while providing a forum to education them on the dangers of drug and alcohol use.

HOFNOD works closely with other local resources to provide education and resources during the event. The Randolph County Sheriff's Department is actively involved, and makes officers available in a low-key environment to interact with attendees, talk with children about healthy life choices, provide their Mobile Command Center for kids to tour, as well as their drug enforcement helicopter. Other active annual supporters include the Division of Natural Resources, Davis Medical Center, the Izaak Walton League of America, Randolph County Family Resource Network, as well as other local law enforcement agencies.

The fellow supporting organizations set up booths with activities and informational material to allow for an opportunity to have conversations surrounding healthy life choices with children and their families in attendance. This interaction sets the stage for the children and teens to find an activity they are passionate about or identify with and encourages families to spend more time together. In addition to the activities, information and giveaways provided by our partners, the HOFNOD organization purchases and gives away 500 fishing poles throughout the event to the kids.

The education and resources the HOFNOD event provides is more important than ever. Members of local government and law enforcement have been working feverishly to spotlight the drug abuse

problem across our region and take initiative to prevent its spread. Organizations like HOFNOD provide an integral piece of this education and support for alternatives to our youth.

Below is a summary of the primary expenses associated with holding the two-day expo:

Rental of Elkins High School	\$1,000
Mt State Expo Vendor Setup	6,000
Purchase of 500 Fishing Poles for Giveaway	5,000
HOFNOD Challenge Activity Prizes	1,000
Climbing Wall Activity	700
Coloring Contest Prizes	200
U-Haul Rental	<u>250</u>
	\$14,150

Our board of directors is confident that you will see this event's value and make a commitment to ensuring its continuance in the community. Your generosity will make a difference in our community by allowing our organization to continue its work. I am available to discuss more details or answer any questions you may have. You can reach me by phone at 304-637-3532 or by email at millerr@davishealthsystem.org

Sincerely,



Robin Miller

Randolph County Hooked On Fishing Not On Drugs Board Chairman

Randolph County Commission



Commissioners

Michael M. Taylor

Chris See

Mark D. Scott

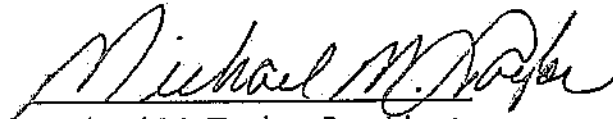
Rules Adopted by Randolph County Commission Regarding Setting the Agenda, Notice of Meeting and Meeting Management

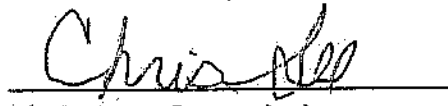
Adopted: January 19, 2017

Agenda- Notice of Meeting - Meeting Management --

- a. Draft agenda to be provided to the Commissioners before available to the public.
- b. Draft agenda must be approved by two Commissioners.
- c. Agenda will be available to the public before closure three business days prior to meeting date. Currently to be available by close of business on first Monday and third Monday of the month.
- d. Anyone wishing to speak under Public Comment must request to do so fifteen minutes prior to Commission Meeting, unless approved unanimously by the Commission.
- e. Public Comment is limited to five minutes per speaker.
- f. Open discussion by Commissioners unless certain matters would require an executive session per §6-9A-4.

- g. Input or recommendation from other constitutional officials, staff or public as requested or required by the Commission and/or as required by statute.
- h. Motion required for consideration of vote, no second required.
- i. All votes are unanimous unless otherwise stated.
- j. Robert's Rule of Order will be utilized as a guide only. The corporate body controls meeting management, discussion and input.


Michael M. Taylor, President


Chris See, Commissioner


Mark D. Scott, Commissioner

Office of
Phyllis K. Yokum
Assessor of Randolph County
4 Randolph Ave.
Elkins, West Virginia 26241
Phone: 304-636-2114
Fax: 304-636-9474



To: Randolph County Commission
Date: January 12, 2017
RE: Budget adjustment Assessor Valuation Fund
Randolph County Assessor's Office

The following budget adjustments are requested:

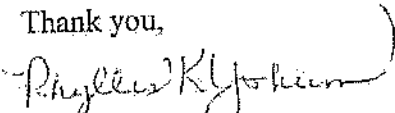
056-407-2-30-00 (-) \$5,000
Contracted Services

to

056-407-2-23-00 (+) \$5,000
Professional Services

This is an adjustment in the Assessor's Valuation Fund. Typically, budget revisions in the Assessor's Valuation Fund has to be approved by Mr. Jeff Amburgey, Chairman of the PVC. Per Mr. Amburgey, State Tax Department, the Property Valuation and Procedures Commission does not require a budget revision if it is per line item in the same category. This request is for authorization for Kitty to make the budget revision.

Thank you,


Phyllis K. Yokum
Assessor

1-19-17

MS moved

MS yes

CS yes

MT yes



DATE: January 19, 2017

DEPARTMENT: Commission

State Budget Revision

THIS IS A REQUEST FOR BUDGET REVISIONS TO COVER EXPENSES
FOR CURRENT YEAR: 2016/2017

ACCOUNT #	DESCRIPTION:	AMOUNT:
001-424-4-57.00	Courthouse Building Purchase	-\$200,000.00
001-424-4-58.00	Courthouse Facilities Improvement	-\$200,000.00
001-704-2-16.00	Regional Jail	+\$400,000.00

1-19-17

MS moved

MS yes

CS yes

MT yes