

STATE OF WEST VIRGINIA  
RANDOLPH COUNTY COMMISSION SS:

At a regular meeting of the Randolph County Commission held in and for the aforesaid County and State, at the James F. Cain Court House Annex, on the 1st day of March, 2018 at 1:30 p.m.

Present: Chris See and Mark Scott, Randolph County Commissioners. Commissioner Michael Taylor was absent.

Meeting called to order by Commissioner See

PUBLIC COMMENT: None.

MINUTES:

Commissioner Scott moved to approve the minutes from the regular meeting that was held on February 15, 2018, as submitted.

All yes – Motion passed unanimously

Commissioner Scott moved to approve the minutes from the special meeting held on January 31, 2018, as submitted.

All yes – Motion passed unanimously

REPORTS:

Sheriff Brady gave an update of activity from the Sheriff's Office for the fiscal year 2017. He said this will give the Commissioners an idea of the work that they have been doing with the budget season coming up soon. He said last year the deputies took 7,137 calls, which is down a couple hundred from the year before. There were 820 traffic stops, 316 citations issued, 401 violations, 471 warnings issued, 249 motor vehicle collision reports out of those they generated 166 reports and had 83 private property exchanges. He said they had 76 transports last year which is up significantly from the year before and those are mental hygiene transports or juvenile transports. The Deputies served 381 writs of execution and temporary protective orders. They developed 576 criminal cases last year and out of those 576 cases they generated 801 criminal offenses and out of those there were 252 felonies and 549 misdemeanors. They arrested 270 individuals and there were 375 cases and served 41 warrants outside of those. The Sheriff's office logged over 200,000 miles last year all together. He said that was all with being down on Deputies. He said the cases and amount of work is similar to the year before and they are really having a lot of cases and not a lot of manpower to handle all of it but we are continuing to work to address that. Sheriff Brady said he has four cruisers that have in excess of 90 to 100 thousand miles on them. He said his office also deals with estates and conservatorships that are turned over to him by the County Clerk's Office and the Circuit Court. He said the general county revenue increased slightly over the past three years from 2014 at \$7,000,037.00 to 2017 at \$7,000,968.00. He said the

tax revenue has increased gradually every year also as it was \$4,000,573.00 in 2014 and \$5,137,765.00 in 2017. He said the DMV fees collected by the Sheriff's Office has decreased and he believes that is because people can go to the DMV and get a renewal for two years at a time and his office can only do a one year renewal. He said the hotel/motel tax revenue has decreased significantly and that is due to the issues with the Hampton Inn. He said the revenue from the Sheriff and Magistrate Court has increased also from 2014 at \$21,500.00 to \$22,700.00 in 2017. He said the home confinement revenue has increased from 2014 at \$24,000.00 to \$46,000.00 in 2017. He said the expenses for home confinement has decreased because they renegotiated the contract with the provider of the bracelets. He said that program works entirely with no grant funding. Concealed weapons revenue has reduced significantly because of the legislation that was passed that does not require in state residents to carry a concealed weapons permit anymore. Sheriff Brady said the accumulative general county expenses have increased also because in 2014 \$6,773,000.00 and in 2017 they were \$8,742,000.00 so the County Commission might want to take a look at that. He said the jail expenses have also increased significantly from \$723,595.00 in 2013 to \$1,760,836.00 in 2017. That is a huge increase and indicative of the amount of work that all the law enforcement agencies have been doing. He said maybe look at the home confinement program more and use it more. He also went over the fuel reimbursement revenue and the P card revenue. Commissioner Scott said he is concerned that the jail bill is disproportionately high for our population because he believes that our HUD is disproportionately high for the size of our County. He said he has gone to the Governor's office and spoke with them about that issue. He said he has been told by Deputies, State Police and City Police Officers that somewhere around 80% of their calls are from folks in HUD housing. He said our jail bill is much higher than other counties around the State.

Erin Golden, Director of North Central Community Corrections, appeared before the Commission. She said there are currently 113 individuals on the program and the program has saved the county \$1,280,313.75 in jail bills so far this fiscal year.

CORRESPONDENCE: None

ANNOUNCEMENTS:

Commissioner See announced there will be a special meeting held on March 8, 2018 at 9:00 a.m. and the next regular meeting will be held on March 15, 2018 at 1:30 p.m.

ITEMS FOR DISCUSSION/ACTION:

CONSIDER APPROVAL/SIGNAGE OF AMENDED AND RESTATED BASE LEASE AGREEMENT BETWEEN THE COUNTY COMMISSION AND THE BUILDING COMMISSION

Franki Parsons, Attorney from Dinsmore and Shohl, appeared before the Commission. She said before you today is an amended and restated lease agreement between the Airport Authority, the County Commission and the Building Commission for the Emerson Phares building at the airport to house the new 911 Center. It is restated in that is that it is the entire agreement that you signed before on December 1<sup>st</sup>, what is amended are clarifications regarding what FAA assurances that go with the airport property apply

to this property. Commissioner Scott said he had an opportunity to read this over and there are no changes beyond these assurances. He said the reason the Commission is doing this is because consolidation is the wave of the future and with the new 911 facility we are willing to consolidate to include other counties and we need a bigger building in order to do that. Commissioner Scott moved to approve the signage of the amended and restated base lease agreement between the Airport Authority, County Commission and the Building Commission, as submitted.

All yes – Motion passed unanimously

Ms. Parsons said next you have an order that ratifies everything in the prior order that was signed and now that it is not going to be a public offering there will be no offering documents and it clarifies that and it will be a private placement with Citizens Bank of West Virginia and the deal went from an amount not to exceed 6 million dollars to now it says not to exceed 4 million dollars specifically \$3,888,500.00. It gives the officers and members of the County Commission authorization to sign all the documents at the closing; it reestablishes that the bonds will be bank qualified as a yearly designation because the last order was adopted in 2017 and now it is 2018 we are clarifying that they will be bank qualified and gives the County Commission authority to take any and all other action to consummate the deal. Commissioner Scott said they did a bid process and the renovations are going to cost \$3,050,000.00. He said they are trying to make sure the cost does not go up in the middle of the project. He said we are going to hold them to it and hold their feet to the fire.

Commissioner Scott moved to approve the entire order, as submitted.

All yes – Motion passed unanimously

#### CONSIDER APPROVAL OF SIGNAGE TO LOAN DOCUMENTS WITH CITIZENS BANK OF WEST VIRGINIA FOR 911 PROJECT

Commissioner Scott moved to approve the signage of the loan documents with Citizens Bank of West Virginia on March 8, 2018 at 9:00 a.m.

All yes – Motion passed unanimously

#### CONSIDER APPROVAL OF AERIAL PHOTOGRAPHY BID

(See attached copy)

Randolph County Assessor, Phyllis Yokum, appeared before the Commission. She said when the Commission put out the Aerial Photography for bid there were two sealed bids that were sent in. She said her and her office staff reviewed the bids and chose Blue Mountain, Inc. from Burton, WV. Their bid was the lowest of the two bids and Mrs. Yokum said this is the company they used the last time and they worked very well with them. She said aerials are a very vital part in their current GIS system. She said this system is used by the 911/OEM office, the County Clerk's office and the County Commission office. She said it is also available on her website. She said she will be able to contribute \$5,000.00 to the project from the Assessor's Valuation Fund.

Commissioner See said they have been talking to Cindy Hart the OEM/911 Director and she said she can take \$15,000.00 out of addressing and mapping to help pay for this also. Commissioner Scott moved to approve the bid of Blue Mountain, Inc. out of Burton, WV in the amount of \$34,665.00. He said as mentioned \$5,000.00 of that will come from the

Assessors Valuation Fund and \$15,000.00 will come from OEM mapping and addressing and the remainder which is \$14,465.00 will be taken out of courthouse contractual services.

All yes – Motion passed unanimously

#### ELKINS MAIN STREET TO MAKE BUDGET PRESENTATION

Karen Carper from Elkins Main Street appeared before the Commission. She had Terra Landever, Mike Bell and Dave Cutlip with her. She said she wanted to say thank you to the Commission for the generous, loyal and consistent support and without it their accomplishments would not be possible. She said they have had a really good year. She said they are working on a design for a best practices guide for downtown businesses. She went over some of the things they have been doing and said they relocated their office and are very excited about that. Commissioner Scott thanked them for the work they do and said they are making downtown more vibrant. Ms. Carper said they are not done yet and will continue to work on vibrant and livable downtown.

#### CONSIDER FUNDING REQUEST FROM ELKINS JUNIOR WOMEN'S CLUB FOR PROJECT SAFE GRADUATION

(See letter attached)

Angie Goff, President of GFWC Junior Woman's Club, appeared before the Commission. She said this is the 33<sup>rd</sup> year of the after graduation party. She said the whole reason for the party is to keep kids safe on graduation night. She said last year the kids had a blast and they are hoping this year they will too. There will be games, food and prizes. The cost to do the party is approximately \$16,000.00. Commissioner Scott moved to donate \$2,000.00 from courthouse contractual to the Elkins Junior Women's Club for the project safe graduation party.

All yes – Motion passed unanimously

#### CONSIDER FUNDING REQUEST FROM OUR TOWN FOR SUMMER CAR SHOW

Tammy Dolly, Billy Kniffen and Moe Kittle appeared before the Commission. Mrs. Dolly said Our Town was born out of necessity to keep the car show alive. This is a brand new 501C3 organization and they have zero capital to start out with. The Randolph County Chamber of Commerce kept the car show going for a long time but are no longer doing it. She said they need help to get their feet on the ground. They are hoping to do some other events but the car show would be the main event. She said they have a website up and running and have 30 participants signed up so far and they are mailing out 1,000 invitations. Commissioner Scott asked how much do they think it will cost to have the car show? Mrs. Dolly said she would make a guess of \$10,000 to \$15,000. Commissioner Scott moved to fund Our Town in the amount of \$5,000.00 and that is to be taken out of Hotel/Motel Tax funds.

All yes – Motion passed unanimously

#### CONSIDER APPROVAL OF 2018/2019 NORTH CENTRAL COMMUNITY CORRECTIONS GRANT APPLICATION

Erin Golden, Director of North Central Community Corrections, appeared before the Commission. She provided a copy to the Commission to review. She said they are

requesting \$184,517.00 for the grant and the cash match would be \$79,079.00. She said last year they received \$140,000.00. She said they are hoping to receive more this year. Commissioner Scott moved to approve the grant application for 2018/2019 year for North Central Community Corrections, as submitted.

All yes – Motion passed unanimously

Rhett Dusenbury from Congressman, Alex Mooney's office stopped by the meeting. He said he has visited 8 counties and has listened to their issues and the jail bill is a problem for all of them. He said their needs to be a possible different rate system.

#### CONSIDER APPROVAL OF HOUSING AUTHORITY BOARD APPOINTMENT

Commissioner Scott moved to approve the appointment of Cindy Jividen to replace Dotty Arbogast for an unexpired term. This term will end on June 30, 2022.

All yes – Motion passed unanimously

#### CONSIDER APPROVAL OF THREE MONTH RENEWAL CONTRACT WITH ACCOUNTING SOLUTIONS, LLC

Commissioner Scott moved to approve a three month renewal contract with Accounting Solutions, LLC at the rate of \$50.00 per hour on an as needed basis.

All yes – Motion passed unanimously

#### CONSIDER ADOPTION OF RANDOLPH COUNTY EQUAL EMPLOYMENT OPPORTUNITY PLAN

(See attached copy)

Commissioner Scott said this is a requirement for the VOCA grant through the Prosecutor's Office. He said they have been working on this with the Prosecutor, the County Clerk's bookkeeping department and Donna Haddix. Commissioner Scott moved to approve the Randolph County Equal Employment Opportunity Plan, as submitted.

All yes – Motion passed unanimously

#### CONSIDER APPROVAL OF LOMBARDI TO BEGIN CONSTRUCTION OF 911 PROJECT

Commissioner Scott moved to approve Lombardi Construction to begin construction as soon as possible on the new 911 Center and the cost of the construction being \$3,050,000.00.

All yes – Motion passed unanimously

#### CONSIDER APPROVAL OF COMMERCIAL CHANGES TO RANDOLPH COUNTY FIRE FEE BILLING

Commissioner Scott said the Commission met with their legal counsel, Frank Bush, Assessor Phyllis Yokum and her staff and others regarding the fire fee. He said they have decided to cap the charges of each business to \$500.00 for this year only. He said next year they may adjust it. The reason for this is because some of the smaller businesses that have more buildings are being charged more than larger businesses that only have one building. He said the Commission has also agreed to waive the delinquency fees this year.

Commissioner Scott moved to approve the commercial appeals, as submitted.  
All yes – Motion passed unanimously

Commissioner Scott moved to approve the residential appeals, as submitted.  
All yes – Motion passed unanimously

**FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS:**

Commissioner Scott moved to approve the ten (10) final settlements/annual accountings as submitted on the following estates:

Roger Lee White  
Judith Ann Taylor  
John W. Spessert  
John H. Steele  
Robert E. Peters  
Everett J. Roberts  
Anna M. Creech  
Thelma L. Lowther  
Stanford C. Mills  
Mary C. Marsteller  
All yes – Motion passed unanimously

**BUDGET REVISIONS:**

(See attached copies)

Commissioner Scott moved to approve the three in house budget revisions, as submitted.  
All yes – Motion passed unanimously

Commissioner Scott moved to approve the one State budget revision, as submitted.

Commissioner See voted yes  
Commissioner Scott voted yes  
Commissioner Taylor absent  
Motion passed

**DIVISION OF PROPERTY/ERRONEOUS ASSESSMENTS:**

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

All yes – Motion passed unanimously

**PAYMENT OF BILLS:**

Commissioner Scott moved to pay the bills, as submitted.

All yes – Motion passed unanimously

**ADJOURN THE MEETING:**

Commissioner Scott moved to adjourn the meeting.

All yes – Motion passed unanimously

Attest:

