

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 20th day of July, 2023 at 1:30 p.m.

Present: Randolph County Commission President David Kesling and Commissioner Chris See.
Commissioner Chris Siler was absent

Meeting called to order by Commissioner Kesling

PUBLIC COMMENT:

Wendy Madden from Senator Manchin's Office appeared before the Commission. She wanted to make sure the Commission was aware of the two projects that got funded in Randolph County. The project that Robbie Morris was working on and the Library.

MINUTES:

Commissioner See moved to approve the minutes from the special meeting that was held on June 28, 2023, as submitted. All yes – Motion passed unanimously

Commissioner See moved to approve the minutes from the regular meeting that was held on July 6, 2023, as submitted. All yes – Motion passed unanimously

REPORTS:

Sheriff Elbon reported on the law enforcement activity for the last six months. This report is from January 1, 2023 thru June 30, 2023. He said they had a total of 2,964 calls, 241 cases, 74 arrests, 148 collisions, 607 traffic stops and 92 civil process attempts by law enforcement. He said in total there were 3,571 events that the Sheriff's Office was involved in. (See attached copy)

CORRESPONDENCE: None

ANNOUNCEMENTS:

Commissioner Kesling announced that the next regular meeting will be August 3, 2023 at 1:30 p.m.

ITEMS FOR DISCUSSION/ACTION:

CONSIDER APPROVAL OF GENERAL FUND ROLLOVER FROM FY 2023 (See copy attached)

Commissioner Kesling said they finished the budget for FY 2023 on June 30, 2023 and have a rollover of \$2,235,000.00. He said this is in thanks to the elected officials and department heads not over spending. He said the Commission has been trying to watch what they spend and Peggy Ross who writes grants for the County has helped a lot. He went over some of the big projects that the County did in FY 2023. He said the pool/splash pad was a big project and they purchased the Jory and Smith building

across the street from the Courthouse, they added a 3rd PRO Officer, they helped Harman with a water project for \$85,000.00, they helped Whitmer Water, they helped with EHS safe graduation, they helped with the Senior Center roof replacement and they purchased approximately 6 vehicles for the Sheriff. He said that is some of the biggest things they have done. He said the Hotel/Motel tax funds is also used for a lot of things and he went over some of those. He said about \$193,000.00 was used out of Hotel/Motel tax funds.

Commissioner Kesling moved to approve the rollover State Budget Revision for FY 2023, as presented. Commissioner See voted yes, Commissioner Kesling voted yes, Commissioner Siler was absent. Motion passed

UPDATE FROM WV CORP

Vivian Parsons from WV Communities Risk Pool appeared before the Commission. She said the risk pool was created back in 2007 and it was focused on price stability, customer service and to tailor a product to meet the needs of the counties. She said they now have 50 counties and are now doing municipalities also. She said the City of Elkins just joined as of July 1st. She gave a handout to the Commission and went over all of the trainings they offer. Commissioner Kesling said anytime they need anything they always get a fast response from WV Corp. and they always answer all of their questions. Commissioner See said Randolph County has been with them for over 10 years and have had no problems.

INFORMATIONAL PRESENTATION AND FUNDING REQUEST FROM WEST VIRGINIA WILD AND WONDERFUL CELTIC FESTIVAL (See copy attached)

Timothy Ferguson, President of West Virginia Wild and Wonderful Celtic Festival and Highland Games, appeared before the Commission. He said they had over 1,200 people attend the first festival they held at Camp Pioneer recently. He thanked the Commission for their contribution and said without it they could not have had such a good event. He asked if they could be added to the County's website under special events along with the Forest Festival and the Randolph County Fair. He said it cost over \$28,000.00 for the festival this time, and for next year they estimate needing \$35,000.00 as they want to make it bigger and better. He said they would like to request \$15,000.00 from the Commission but any amount would be appreciated. Commissioner Kesling said they already discussed giving them \$5,000.00 but if Mr. Ferguson would come back later after getting some more donations and determining how much more they need maybe the Commission could give more later. Commissioner See moved to approve the funding request from West Virginia Wild and Wonderful Celtic Festival in the amount of \$5,000.00 and that is to be taken out of Hotel/Motel Tax funds. All yes – Motion passed unanimously

INFORMATIONAL PRESENTATION AND FUNDING REQUEST FROM THE RANDOLPH COUNTY FAMILY RESOURCE NETWORK

Tekoa Jones, Board President and Kyleigh Smith, Executive Director of Randolph County Family Resource Network appeared before the Commission. She went over some of the programs they do. She discussed the grandparents program and helping with homeless citizens. She said they have a 13

member board which includes Randolph County Prosecuting Attorney, Michael Parker. Kyleigh Smith said since her hire in November their programs have expanded expeditiously despite the major loss of funds, most of which was caused by COVID. She said their organization features mostly on local economic development as they like to uplift healthy communities. She said they do this by providing Randolph County citizens with both direct and in-direct services. She said they are mostly well known for their community baby pantry which helps local families with diapers, wipes, formula and baby food on a monthly basis. She said they have tried to expand the baby pantry throughout Randolph County and now have a record number of participants from Mill Creek, Montrose, Coalton and Harman. She said at their most recent pantry event more than half of the participants lived outside of Elkins City Limits. She said they do not have an income basis for any of their projects or services. They have a national kids day event in August that is free. Ms. Jones said they are requesting \$10,000.00 to help with their FY 2024 budget. Commissioner See moved to approve the funding request from the Randolph County Family Resource Network and that is to be taken from courthouse contractual funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF FUNDING REQUEST REGARDING BUS TOURS (See copy attached)

Commissioner Kesling read a letter out loud from the Elkins-Randolph County Tourism, CVB Executive Director, Anne Beardslee. They are requesting \$3,000.00 in funding to help with their marketing budget. This increase will allow for an expanded new target market that has the potential to bring thousands of new individuals into Randolph County over the next three years. Commissioner See moved to approve the funding request from Elkins-Randolph County Tourism, CVB in the amount of \$3,000.00 and that is to be taken out of Hotel/Motel tax funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF FUNDING REQUEST FROM HUTTONSVILLE MILL CREEK VFD

Mike Ball with Huttonsville/Mill Creek VFD appeared before the Commission. He said the National Fire Protection Association dictates how long they can use their gear. He said their air packs are expiring soon and they need to replace them. The total cost is \$94,362.00. He said they would like to request the County Commission's help with half of that cost which is \$47,181.00.

Commissioner Kesling said that Coalton VFD has already come to the Commission about this and they gave them \$14,900.00. He said to be fair to all the fire departments the Commission is going to give them all the same amount as they did Coalton VFD.

Commissioner See moved to approve the funding request from Huttonsville/Mill Creek VFD 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 FUNDING REQUEST FROM TYGART VALLEY FIRE COMPANY

Commissioner Kesling said they received a letter from Chief Noah Gilroy and it is for the same thing as Huttonsville/Mill Creek VFD was asking for.

Commissioner See moved to approve the funding request for Tygart Valley Fire Company 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 FUNDING REQUEST FROM TOWN OF HARMAN

Erasmio Rizo with Civil and Environmental Consultants, Inc. appeared before the Commission. He said they are working with the Town of Harman and was there to request funding. He said small communities are always struggling with their finances and to keep going they have to raise their rates. He said the 2019 flooding in Harman had a terrible impact on that community. He said FEMA stepped in and provided 75% of the funds to pay for all of that work but there is still \$3,100.00 owed to a contractor to close out that project. Commissioner See moved to approve the funding request from the Town of Harman in the amount of \$3,100.00 and that is to be taken out of courthouse contractual funds. All yes – Motion passed unanimously

CONSIDER APPROVAL OF FUNDING REQUEST FOR BEVERLY DAYS (See copy attached)

Commissioner Kesling read a letter from Devon Channell with the Beverly Fireman's Festival Committee. The letter said the event will be held July 22nd to July 29th this year and there will be a corn-hole tournament, outdoor movie night, pet show, ice cream social, inflatable games, parade and music and entertainment. They are requesting \$5,000.00 in funding from the Commission. Commissioner Kesling said they are happy to help the cities throughout the County. Commissioner See moved to approve the funding request from the Beverly Volunteer Fire Department 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 AGREEMENT WITH RANDOLPH COUNTY BOARD OF EDUCATION REGARDING PRO PRORAM

Sheriff Elbon said this is the program that was started with Rocky Hebb and Danny Pennington. He said they are stationed at Tygart Valley High School and Elkins Middle School and it has been a great program. He said they have now gotten a third officer that will be stationed at Elkins High School. He said they send a bill in for the hours worked and it basically covers their wages. Commissioner See moved to approve the agreement with the Randolph County Board of Education regarding the PRO Officer Program, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF CERTIFICATE OF SUBSTANTIAL COMPLETION FOR POOL/SPLASH PAD PROJECT

Commissioner Kesling said this is just something that a signature is needed for showing everything we have done so far with the pool/splash pad project. He said there will be one bill left to pay once everything on the punch list has been done. Commissioner See moved to approve the certificate of substantial completion, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF ROAD NAME CHANGE

Sandy Bibey from the OEM/911 Office appeared before the Commission. She said Nanette Trammell approached the workers while they were installing a sign in the Montrose area and was very upset. The workers told her to call the OEM Office to discuss this. Ms. Bibey said Ms. Trammell said she talked to someone about this 10 years ago but nothing was done. She does not want the name of her road to be Bright Drive. She wants it to be Jack Johnson Lane and she has installed her own sign to that effect. Ms. Bibey said she has spoken to the post office and they recognize the road as Jack Johnson Lane and all three houses on the road agree to it being Jack Johnson Lane. Commissioner See moved to approve the road name change from Bright Drive to Jack Johnson Lane, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF NEW HIRES FOR COURT SECURITY (See copies attached)

Sheriff Elbon said they received two scanners through a grant. One will be placed at Magistrate Court and one will be placed at Family Court. He said they need two more court security officers to be stationed at them. He said he would like to request the hiring of Amanda Tomey as a probationary Court Security Officer with a starting salary of \$27,976.00. This would be a full time benefitted position and after a 90 day probationary period her salary will be increased to \$29,369.60. A background investigation has been completed in which Ms. Tomey successfully passed. Commissioner See moved to approve the hiring of Amanda Tomey as a full time Court Security Officer, as presented. All yes – Motion passed unanimously

Sheriff Elbon said the second person he would like to request to hire is James Lindsay as a probationary Court Security Office with a starting salary of \$27,976.00. This would be a full time benefitted position and after a 90 day probationary period his salary will be increased to \$29,369.60. A background investigation has been completed in which Mr. Lindsay successfully passed. Commissioner See moved to approve the hiring of James Lindsay as a full time Court Security Officer, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF NEW HIRE FOR LAW ENFORCEMENT (See copies attached)

Sheriff Elbon said they lost Deputy Wolfe a few months ago and they tested for the position. The person he would like to hire is Connor Waldron. This would be as a full time benefitted uncertified probationary deputy sheriff. Mr. Waldron's beginning salary would be \$42,000.00. An extensive background investigation was completed in which Mr. Waldron successfully passed. Commissioner See moved to approve the hiring of Connor Waldron as a full time benefitted uncertified probationary deputy sheriff, as presented. He will be placed on a one year probationary period. All yes – Motion passed unanimously

Sheriff Elbon said the next hire is to replace Deputy Ethan Carr because he is a PRO Officer now. Sheriff Elbon said he would like to hire Alexander Burge as a full time benefitted uncertified probationary deputy sheriff. Mr. Burge's beginning salary would be \$42,000.00. An extensive background investigation was completed in which Mr. Burge successfully passed. Commissioner See moved to approve the hiring of Alexander Burge as a full time benefitted uncertified probationary deputy sheriff, as presented. He will be placed on a one year probationary period. All yes – Motion passed unanimously

CONSIDER APPROVAL OF REAPPOINTMENTS TO RANDOLPH COUNTY AMBULANCE AUTHORITY (See copy attached)

Commissioner Kesling read a letter out loud from Kurt Gainer, Director of Randolph County EMS. This is a list of Randolph County Ambulance Authority Council Board Members whose terms expired in June, 2023. These individuals have expressed an interest in serving on the board for an additional 3 year term beginning July 1, 2023 and ending on June 30, 2026. Those members are David Bobes, David Crawford, Ray LaMora, Mike Mullens, James Rossi, Stanley Teets, Belinda Toms and Merllene Yorkey. Commissioner See moved to approve the re-appointments, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF CONTRACT FOR FY2024 YOUTH ENGAGEMENT GRANT

Commissioner Kesling said this is a grant that Peggy Ross applied for and received for the second Mural at the Pool. This is for \$4,455.00 and this will be used to paint the pool house. Commissioner See moved to approve the contract for FY 2024 Youth Engagement Grant, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF CLAYTOR ENTERPRISES, LLC TO PREPARE THE ANNUAL FINANCIAL STATEMENT (See copy attached)

County Clerk, Brenda Wiseman presented the Commission with an engagement letter from Claytor Enterprises, LLC. She said this will be for them to prepare the annual financial statement for the fiscal year that ended June 30, 2023. She said this is the same person we used last year. Commissioner See moved to approve Claytor Enterprises, LLC to prepare the annual financial statement, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF CAPITAL ASSETS POLICY FROM CLAYTOR ENTERPRISES, LLC (See copy attached)

County Clerk, Brenda Wiseman said this is something that Mary Ann Claytor with Claytor Enterprises said that we need to have in place. The Commission reviewed it. Commissioner See moved to approve the Capital Assets Policy, as submitted. All yes – Motion passed unanimously

CONSIDER APPROVAL OF REPORT AND RECOMMENDATION FROM THE FIDUCIARY COMMISSIONER ON THE ESTATE OF DANIEL PETER DASSORI

Randolph County Fiduciary Commissioner, John J. Wallace, IV appeared before the Commission. He said the personal representative properly filed a final settlement on this estate and then the brother filed a claim. He said the things that the brother filed a claim about were things that happened before death. He said that is not a County Commission matter and needs to go to Circuit Court to be decided on. He recommends the objection to final settlement be dismissed and the Executrix should be permitted to conclude the estate. Commissioner See moved to approve the report and recommendation of the Fiduciary Commissioner on the estate of Daniel Peter Dassori, as presented. All yes – Motion passed unanimously

CONSIDER APPROVAL OF REMOVAL OF PERSONAL REPRESENTATIVE ON THE ESTATE OF JOSEPHINE WINGFIELD

Randolph County Fiduciary Commissioner, John J. Wallace, IV appeared before the Commission. He said this is an old estate that started in 2014. He said this was discussed with the Commission a while back and the personal representative was given 60 days to work it out and it has been over 60 days now. He said the issue is regarding an outstanding hospital bill. He said nothing has changed. He said he has to report these estates that are delinquent but it is totally up to the Commission to decide if the personal representative should be removed or not. He said the hospital has to be paid or the estate can't be closed. Lisa Evix, personal representative of the estate of Josephine Wingfield, appeared before the Commission. She said she spoke to the hospital a few days ago and she wants to acquire the debt herself so the estate can be closed. She said the hospital was supposed to get in touch with Mr. Wallace. She said this is their home and they don't want to lose it. She said they have been paying the mortgage for 10 years and wasn't aware of the hospital bill until 2020. She said they don't have \$18,000.00 to pay it. She said she hasn't made any payments on the bill at all. She said they can't refinance the house. She said she is willing to make monthly payments on the bill. Commissioner Kesling said he feels for them but something has to be done, we can't continue to kick the can down the road anymore. He told Mrs. Evix that she has until the next meeting on August 3rd to get something worked out with the hospital or they would have to take other action. Commissioner See moved to extend this issue until the August 3, 2023 meeting. All yes – Motion passed unanimously

FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS:

Commissioner See moved to approve the (3) Final Settlements, as submitted.

George Allen Lewis

Ramona Gail Raines

Eleanor P. Zizzi

All yes – Motion passed unanimously

BUDGET REVISIONS: (See copies attached)

Commissioner Kesling moved to approve a State Budget Revision in the amount of \$390,985.00 to put elected officials salary in correct lines on budgets. Commissioner Kesling voted yes, Commissioner See voted yes, Commissioner Siler was absent. Motion passed

Commissioner See moved to approve an In House Budget Revision for the Community Corrections Office in the amount of \$540.00 to increase Insurance line. All yes – Motion passed unanimously

DIVISION OF PROPERTY/ERRONEOUS ASSESSMENTS:

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

Assessor Yokum presented several erroneous assessments and said they are having problems with their new system and that is why there is so many today.

DISTRESSED PROPERTIES: None

FIRE FEE ADJUSTMENTS:

Commissioner See moved to approve the (3) fire fee adjustments, 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: _____

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

Robert R. Elbon Jr., Sheriff

SHERIFF'S OFFICE LAW ENFORCEMENT ACTIVITY
January 01- June 30, 2023

Calls: 2,964 (+22%)

Cases: 241 for 341 Offenses (+35% & +41%)

Misdemeanor Offenses: 268 (+48%)

Felony Offenses: 73 (+22%)

Arrests: 74 Individuals for 133 Offenses (+23% & +55%)

Drug Arrests: 18 (+80%)

Collisions: 148 (+2%)

Reportable: 75 (-17%)

Private Property Exchanges: 73 (+33%)

Traffic Stops: 607 (+5%)

Citations: 146 issued for 177 Violations (+34% & +36%)

Warnings: 202 (+30%)

Civil Process Attempts by Law Enforcement: 92 (+130%)

Writs: 18 (+6%)

Misc.: 74 (+222%)

Transports: 37 (Includes 23 Mental Hygienes) (+28% & +109%)

Total Activity with Traffic Stops: 3,571 (+18%)

Rollover State BUDGET REVISION 07/20/2023

REVENUES:

PREVIOUSLY APPROVED		INCREASE	DECREASE	REVISED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT		AMOUNT
001-299-102	Unencumbered Fund Bal	\$3,500,000.00	\$2,235,000.00	\$5,735,000.00
TOTAL INCREASE / (DECREASE) REVENUES:			0	

\$0.00

EXPENDITURES:

PREVIOUSLY APPROVED		INCREASE	DECREASE	REVISED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT		AMOUNT
001-401-105-00	Co Comm Insurance	\$37,278.00	\$18,342.00	\$55,620.00
001-401-105-01	Co Comm Admin Fee	\$200.00	\$50.00	\$250.00
001-401-109-00	Co Comm Extra Help		\$2,500.00	\$2,500.00
001-412-105-00	Ag Agent Insurance	\$14,964.00	\$1,068.00	\$16,032.00
001-413-104-01	Election Medicare		\$1,000.00	\$1,000.00
001-424-104-00	Court House Fica	\$8,110.00	\$200.00	\$8,310.00
001-424-104-01	court House Med	\$1,900.00	\$50.00	\$1,950.00
001-424-106-00	Court House Ret	\$12,025.00	\$300.00	\$12,325.00
001-424-213-00	Court House Utilities	\$80,000.00	\$70,000.00	\$150,000.00
001-424-222-00	Court House Dues & Sub	\$6,000.00	\$750.00	\$6,750.00
001-424-226-00	Court House Ins. Bonds	\$225,000.00	\$50,000.00	\$275,000.00
001-424-341-00	Court House Supplies	\$10,000.00	\$5,000.00	\$15,000.00
001-424-343-00	Court House Fuel		\$10,000.00	\$10,000.00
001-703-105-00	Jail Insurance	\$104,748.00	\$7,308.00	\$112,056.00
001-711-213-00	OEM Utilities	\$6,000.00	\$2,000.00	\$8,000.00
001-425-213-00	Other Bldg Utilities	\$100,000.00	\$50,000.00	\$150,000.00
001-413-459-53	Election HAVA Grant		\$14,078.00	\$14,078.00
001-428-219-00	Computer Network	\$46,000.00	\$19,000.00	\$65,000.00
001-425-458-00	Other Bldg Improvements	\$50,000.00	\$75,000.00	\$125,000.00
001-902-105-00	4H Camp Insurance	\$14,964.00	\$1,068.00	\$16,032.00
001-424-566-00	Transfer to other Funds	\$44,000.00	\$156,000.00	\$200,000.00
001-712-348-00	Comm Center	\$175,000.00	\$325,000.00	\$500,000.00



\$5000
H/M

West Virginia Wild and Wonderful
Celtic Festival and Highland Games
5034 Laurel Lane Clarksburg, WV.

26301

Randolph County Commission

4 Randolph Ave. Suite 102

Elkins, West Virginia 26241

Dear Commissioners,

We are here today to give you an informational update on our recently held Celtic festival and Highland games and to request funding for our 2024 event. Our first festival was a great success. We have been recognized by Governor Jim Justice as an official festival of West Virginia. We had just over 1,200 guests to attend our first very festival. We attracted a lot of guests from the Randolph County area. We brought a lot of guests from areas outside of Randolph County and the State of West Virginia as well. We had guests from Florida, Michigan, Ohio, Pennsylvania, Maryland, Louisianan, Illinois, and beyond. We even had two guests that were visiting the area from Tasmania that came out to enjoy our event. Our website, Facebook, and Instagram pages had hundreds of great reviews about our event. At the festival, I was approached by the president of a Celtic festival association from Maryland. He told me that he had been running Celtic festivals in Maryland for seven years. He said, "this festival will be the premier Celtic festival in the state of West Virginia." Our hotel partners said that they had booked several extra rooms for our festival guests. The Camp Pioneer staff were also pleased that we brought a lot of attention to their facility. All our crafts, food, and merchandise vendors were very happy and all of them have asked to be invited back in 2024. The Highland games athletes were very happy with the event. They told me that there will be twice as many competitors for next year's games. One food vendor told me he had sold over 300 pounds of pulled pork. The Elkins school band ran a food stand for us. They told me that it was one of the most successful fundraisers that they have had in years earning over \$2000.00. We invited the Randolph County Humane Society to set up a tent to try to get some of their pets adopted. Although none of their pets got adopted during the festival, they were able to sell some tee shirts and raise some funds. There were a couple of people that were at the festival that stopped by the shelter later and did adopt pets. We also collected tips from one of our vendors who agreed to split them with the Humane Society. We will be presenting them with a check to help with their cause.

We were not without any shortcomings. We were able to make a few adjustments and keep things running smooth. The good thing is that the problems that we did have, can be easily corrected before our next festival. We have learned a lot in our first year. We are confident that we can grow and improve our festival for next year. We are determined to make this the premier Celtic festival in the state.

With that being said, we need to thank you for your generous contributions to our first Celtic Festival and Highland Games. I know that there was some skepticism about our first event. We thank you for putting your trust in us. Your donation really got things started. It is a fact that without your donation, we could not have had such a great festival. Now that we have shown our ability to organize and run this event, we believe that it will become even more popular in the future. We request that our festival be added to your website under special events along with the Forest Festival and the Randolph County Fair on the County Resources tab. We would also love to become a bigger part of this community. We have goals of helping to improve the Camp Pioneer facilities as well as some other community projects. We are interested in helping Camp Pioneer to build an amphitheater and possibly a ball field or two. We will be holding some fundraising events in the Randolph County area in between festivals. Every penny of our any revenue that we make will be used to provide the best festival that we can for the community.

We have already started working on our next festival. Our next festival will include several more activities and events. We are debating on making it a two-day event. We also plan on bringing some world class entertainment to our festival. We guarantee that next year's festival will be a lot bigger and better than our first one. A bigger and better festival will of course be more expensive. We spent over \$28,000.00 on last year's festival. We received just a little over \$9,000.00 in donations and sponsorships. In the end, we did make a small profit to go toward next year. After all the expenses were paid, we made just over \$5,000.00. We currently have a little over \$3,700.00 in our budget. We are estimating that we will require at least \$35,000.00 for our 2024 festival. We will be asking for sponsors and donors to help with some of the costs. We are also going to request funding from the state Fairs and Festival Budget. It has been difficult to find donors and sponsors that are willing to give large donations. I am sure that they will be more willing to support us once we get established. That is why we are requesting funding assistance. We would like to receive \$15,000.00 to towards our 2024 festival, however, we would appreciate any amount that you feel is appropriate.

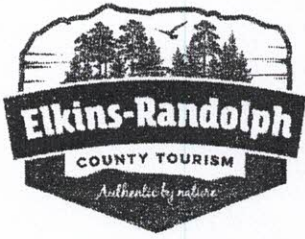
Once again we would like to invite you and your families to be our VIP guests at our 2024 festival.

If you require any more information, please feel free to contact us at wvcelticfestandgames@gmail.com or by telephone at 304-641-8770.

Thank you.

Timothy L. Ferguson

President: West Virginia Wild and Wonderful Celtic Festival and Highland Games Inc.



Elkins-Randolph County Tourism, CVB
Elkins Depot Welcome Center CVB, Inc.
315 Railroad Avenue, Elkins | West Virginia
(304) 635-7803 | elkinswelcomecenter@gmail.com



July 17, 2023

President David Kesling
Randolph County Commission
Courthouse Annex
4 Randolph Avenue, Suite 102
Elkins, WV 26241

\$3000.
H/M

Dear Commissioner Kesling:

I am writing regarding the Elkins-Randolph County Tourism Convention and Visitor Bureau's marketing budget for the 2023-24 fiscal year.

As we continue to increase tourism in Randolph County, we recognize the need to target certain tourism entities in our efforts to bring in more visitors in the future. The marketing strategies we have been using for the last two years have been extremely successful in contributing to economic growth and we would like to expand our reach without losing the populations we are currently cultivating.

In pursuit of this goal, I am respectfully requesting an additional \$3,000 in funding for the Convention and Visitors Bureau that will be designated as part of the marketing budget. This small increase will allow for an expanded new target market that has the potential to bring thousands of new individuals into Randolph County over the next three years.

If you have any questions, I would be happy to make myself available at your convenience. I can be reached by cell at 304-642-6904 or at the Welcome Center at 304-635-7803.

Thank you for your consideration.

Sincerely,

Anne F. Beardslee

Anne F. Beardslee
Executive Director

Beverly Volunteer Fire Department

P.O. Box 135
Beverly, WV 26253
Phone: 304-636-5032
Fax: 304-637-5032

March 8, 2023

\$5000
H/M

To Whom It May Concern:

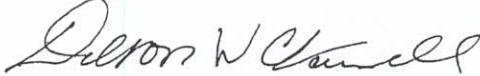
The Beverly Volunteer Fire Department will soon be holding our annual Beverly Fireman's Festival. This year our festivities will begin on Saturday July 22nd and conclude on Saturday July 29th.

We are asking for donations or sponsorship for events. This years events include a corn-hole Tournament, Outdoor movie night, Pet Show along with ice cream social, inflatable games, parade, numerous night of music and entertainment, and several other activities.

We ask for these donations and sponsorship to allow us to offer these activities free to the public.

Thank you for your help and support of our organization and if we can ever be of any assistance to you please don't hesitate to call.

Sincerely,



Beverly Fireman's Festival Committee
P.S. Our Tax I.D. Number is: 23-7431753

This year we hope to receive \$5,000.00.

Thank you,
Devron

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

Robert R. Elbon Jr., Sheriff

July 19, 2023

To: The Randolph County Commission

RE: Request to hire Amanda Tomey as a Probationary Court Security Officer

I respectfully request the approval to hire Amanda Tomey as a full time benefited probationary court security officer. If approved her beginning probationary salary will be \$27,976.00 annually/\$13.45 per hour. After successful completion of a ninety-day probationary period, the salary will adjust to \$29,369.60 annually/\$14.12 per hour.

Mrs. Tomey is currently employed with Pioneer Insurance Agency as an insurance agent. She was also previously employed with Tygart Valley Regional Jail as a Correctional Officer. She is a current resident of the Elkins area of Randolph County. A background investigation was completed by our Office, which he successfully passed. Mrs. Tomey is available to begin work with the Sheriff's Office after submitting a notice with her current employer.

Respectfully,

Robert R. Elbon Jr.
Sheriff

Office of the
SHERIFF OF RANDOLPH COUNTY

Law Enforcement

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Robert R. Elbon Jr., Sheriff

July 19, 2023

To: The Randolph County Commission

RE: Request to hire James Lindsay as a Probationary Court Security Officer

I respectfully request the approval to hire James Lindsay as a full time benefited probationary court security officer. If approved his beginning probationary salary will be \$27,976.00 annually/\$13.45 per hour. After successful completion of a ninety-day probationary period, the salary will adjust to \$29,369.60 annually/\$14.12 per hour.

Mr. Lindsay is retired from the Armed Forces. He is currently employed with the Randolph County Board of Education as a bus operator. He also previously served as a volunteer with the Elkins Fire Department. He is a current resident of the Elkins area of Randolph County. A background investigation was completed by our Office, which he successfully passed. Mr. Lindsay is available to begin work with the Sheriff's Office after submitting a notice with his current employer.

Respectfully,

Robert R. Elbon Jr.
Sheriff

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Robert R. Elbon Jr., Sheriff

July 13, 2023

To: The Randolph County Commission

RE: Request to hire Connor Waldron as an Uncertified Probationary Deputy Sheriff

I respectfully request the approval to hire Connor Waldron as a full time benefited uncertified probationary deputy sheriff. If approved Mr. Waldron's beginning uncertified salary will be \$42,000.00 annually/\$20.19 per hour.

Mr. Waldron is currently serving with the West Virginia National Guard, as well as the Seneca Rocks Volunteer Fire Department and Pendleton County Emergency Rescue. He is currently employed by T&K Markets as a sales associate. Connor is a resident of the Onego area of Pendleton County, residing within close proximity to Randolph County. An extensive background investigation was completed by our Office, which he successfully passed. Mr. Waldron is available to begin work with the Sheriff's Office after submitting a notice with his current employer.

Respectfully,

Robert R. Elbon Jr.
Sheriff

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Robert R. Elbon Jr., Sheriff

July 19, 2023

To: The Randolph County Commission

RE: Request to hire Alexander Burge as an Uncertified Probationary Deputy Sheriff

I respectfully request the approval to hire Alexander Burge as a full time benefited uncertified probationary deputy sheriff. If approved his beginning uncertified salary will be \$42,000.00 annually/\$20.19 per hour.

Mr. Burge is currently employed by Davis Electrical Services as an electrician assistant. He is a current resident of the Elkins area of Randolph County. An extensive background investigation was completed by our Office, which he successfully passed. Mr. Burge is available to begin work with the Sheriff's Office after submitting a notice with his current employer.

Respectfully,

Robert R. Elbon Jr.
Sheriff



Randolph County Ambulance Authority

2 Eleventh Street
Elkins, WV 26241

July 12, 2023

Randolph County Commission
4 Randolph Ave.
Elkins, WV 26241

Honorable Commissioners:

The following Randolph County Ambulance Authority Council Board Members terms are due to expire in June 2023. These individuals have expressed an interest in serving on the board for an additional term of three years, beginning July 1, 2023 and running through June 30, 2026.

David Bobes
David Crawford
Ray LaMora (filled unexpired term of Jamie Morgan)
Mike Mullens
James Rossi
Stanley Teets (filled unexpired term of Dr. Flores)
Belinda Toms
Merllene Yorkey

Dr. Ernest Flores was dismissed from the board for lack of attendance.

If there are no objections by the Commissioners, we ask that you re-appoint these individuals as members of the Authority Council.

Sincerely,

Kurt Gainer
Director, RCEMS

Claytor Enterprises, LLC

July 14, 2023

The Honorable Brenda Wiseman
Randolph County Clerk
4 Randolph Avenue, Suite 102
Elkins, WV 26241

Dear County Clerk:

Management Services

You have requested that I assist in the preparation of the annual financial statement for the fiscal year ended June 30, 2023. I am pleased to confirm our acceptance and our understanding of this engagement to prepare the financial statements of Randolph County, West Virginia by means of this letter.

Our Responsibilities

The objective of our engagement is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Your Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is the preparation of the financial statements in accordance with accounting principles generally accepted in the United States of America. You have the following overall responsibilities that are

TELEPHONE: 304-993-1939 | FAX: 304-721-9093 | EMAIL: MARY.CLAYTOR@claytorenterprisesllc.com

ADDRESS: 224 Oliver Street | St. Albans, WV 25177

Claytor Enterprises, LLC

fundamental to our undertaking, in accordance with SSARs, the engagement to prepare your financial statements:

- a. The prevention and detection of fraud
- b. To ensure that the entity complies with the laws and regulations applicable to its activities
- c. To make all financial records and related information available to us
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements

You agree that the financial statement will clearly indicate that the financial statements have not been audited and no CPA provides any assurance on them.

Other relevant information

We will perform these services for a flat fee of \$5,000 to prepare the financial statements. If onsite visits are necessary, per your request, the additional fee will be negotiated before the commencement of further services. We will be in touch with you to arrange a mutually agreeable time in which the services can be performed.

Thank you for the opportunity to provide this service to your office. If you agree with the terms of the engagement, please sign below and email the original to Mary.Claytor@claytorenterprisesllc.com or mail to 224 Oliver Street, St. Albans, WV 25177.

Sincerely,

Mary Ann Claytor

Mary Ann Claytor
Claytor Enterprises, LLC

RESPONSE:

This letter correctly sets forth the understanding of the Randolph County Clerk.

By: Brenda Wiseman

Date: 7-20-2023

Title: Randolph County Clerk

TELEPHONE: 304-993-1939 | FAX: 304-721-9093 | EMAIL: MARY.CLAYTOR@claytorenterprisesllc.com
ADDRESS: 224 Oliver Street | St. Albans, WV 25177

RANDOLPH COUNTY COMMISSION

CAPITAL ASSETS POLICY

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the governmental activities' column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of \$15,000 or more and estimated to have a useful life in excess of one (1) year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The cost of normal maintenance and repairs that do not add to the value of assets or materially extend assets lives are not capitalized.

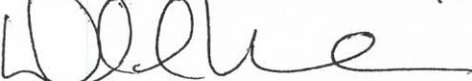
Right-to-use leased assets, which include property, plant, equipment, and infrastructure assets, are reported in the applicable governmental activities' columns in the government-wide financial statements. Right-to-use assets are defined by the government as leased assets, with a value greater than \$50,000, for which the government maintains the right to occupy, operate, or hold for a period more than one (1) year. This does not include any lease contracts that transfer ownership at the end of the lease. Such assets are recorded at the present value of the payments expected to be made on the lease, including any payments made at or before commencement and initial direct costs to place the asset into service, less any lease incentives. The government amortizes the right-to-use leased assets using the straight-line method over the period of the lease term or the life of the asset, whichever is shorter.

The cost of normal maintenance and repairs that do not add to the value of assets or materially extend assets lives are not capitalized.

The government depreciates the capital assets using the straight-line method. Capital assets depreciation and capitalization policies are defined by the government as follows:

Asset	Straight-line Years	Inventory Purposes	Capitalize/ Depreciate
Land	Not applicable	\$ 1.00	Capitalize only
Land Improvement	20 to 30 years	\$ 1.00	\$ 12,500.00
Building	40 years	\$ 1.00	\$ 25,000.00
Building Improvement	20 to 25 years	\$ 1.00	\$ 25,000.00
Construction in Progress	Not applicable	\$ 1.00	Capitalize only
Equipment	5 to 10 years	\$ 1,000.00	\$ 15,000.00
Vehicles	5 to 10 years	\$ 1,000.00	\$ 15,000.00
Infrastructure	40 to 50 years	\$ 50,000.00	\$ 100,000.00

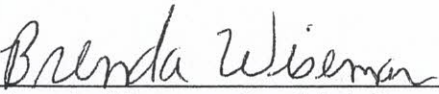
Approved, this the 20 of July 2023.



David Kesling, President

Cris Siler, Commissioner


Chris See, Commissioner

Attest:


Brenda Wiseman, Randolph County Clerk

