

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 17th day of June, 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:

Dora Ferguson appeared before the Commission. She said she was there to discuss getting city water for the Ivy Hill School road area. She said back in 2000 they were supposed to get city water but two residents on the road didn't want it so it wasn't put in. She said she has spoken to Leadsville Public Service District several times about this and they tell her they have no one to write a grant. She said she has to purchase water for cooking and drinking and has to take her laundry to the laundry mat. She said she knows the County will be receiving the American Rescue Plan funds and wondered if they could help. Commissioner Scott said the project has to originate from Leadsville PSD. He said the Commission will contact Leadsville PSD and see what they can do.

Jennifer Griggs appeared before the Commission. She said she was there representing the Randolph County Housing Authority to give a monthly update on the CDBG Grant. She said in May they received 53 phone calls for assistance and 43 were deemed eligible. She said they were able to serve 14 households, with a total of 48 people in those households. She said they were also able to serve 9 singles. She said the requested draw for this month is \$21,767.00. She said the total requested draw amount is \$37,809.00 which is 21% of the grant. She said they are starting to get more calls but she feels like some people are embarrassed to ask for help. She also discussed the construction training courses that are coming up. She said this is for people 18 and over and it is a four month program and they will work and get a \$560.00 biweekly stipend.

MINUTES:

Commissioner See moved to approve the minutes from the regular meeting that was held on June 3, 2021, with two corrections and those being on the budget revisions from the Sheriff's Office which are changing one from \$2,520.37 to \$2,520.00 and the changing the other one from \$308.40 to \$308.00. the reason for these changes is because there cannot be change on a State budget revision. All yes – Motion passed unanimously

REPORTS:

Sheriff Elbon reported that the K-9 has been very active and they got a guy that has been on the run. He said the City of Elkins called and they used him too.

Mayor Marco said he appreciates the relationship between the Deputies and City Officers. He said there will be a meeting tomorrow at 10:00 a.m. at City Hall to discuss Body Cams and invited the Sheriff and Commissioners to come.

CORRESPONDENCE: None

ANNOUNCEMENTS:

Commissioner Scott announced that the Governor declared tomorrow as a paid holiday for all State employees in honor of Juneteenth. He said they just received the message at 1:00 p.m. today. He said the Courthouse and all Annexes will be closed tomorrow and this will be a federal holiday from now on.

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

ITEMS FOR DISCUSSION/ACTION:

INFORMATIONAL PRESENTATION FROM THE ADDICTION AND HOMELESSNESS TASK FORCE

Dave Parker appeared before the Commission. He said Mayor Marco felt very strongly about starting an initiative within the City and the County to address the issue of substance abuse and the issue of homelessness. He said Mayor Marco asked him to chair the task force which he is glad to do. Mayor Marco, Sheriff Elbon, Chief Bennett and himself have been the core group to begin gathering information and trying to formulate some very first action steps. He said they have met quietly but not secretly. He said we cannot arrest our way out of this problem but enforcement is a big part of this. He said homelessness, mental health and substance abuse all go together. He said they need the best possible way to make a positive intervention. He said the action items they are working on are a communication system, supporting development of peer counselors, expansion of treatment facilities in our area, create a data base to understand the real scope of the numbers and make it a larger group to work on these issues. He said Jennifer Griggs is helping with creating the data base to get the numbers of people who need help. Commissioner Scott said the quick response teams have been very successful in other counties. Mr. Parker said that is very much a part of what they are working on. Mayor Marco said that Monongalia County gave them their playbook of what they are doing and that is a great asset. He said the peers program they have is great too.

CONSIDER FUNDING REQUEST FROM AMERICAN LEGION BASEBALL (See letter attached)

Phil Wilson, President of Elkins Baseball, appeared before the Commission. He said he is the new manager for American Legion Post 29 baseball. He said the teams love to come to Elkins to play ball. He said he would like to do more 5 to 6 team tournaments on the weekends. He said he started a non-profit called Elkins Baseball. He said he wants to do more tournaments in August and September as the legion tournaments all end in July. He said he has received a lot of interest in this from other teams. He said the umpires cost a lot and the electricity costs a lot. He said he just wants to keep the kids on the fields longer. Commissioner Kesling moved to donate \$4,500.00 to Elkins Baseball and that is to be taken out of Hotel/Motel tax funds. All yes – Motion passed unanimously

CONSIDER SIGNING GRANT AWARD LETTER AND RESOLUTION FOR COMMUNITY CORRECTIONS

Erin Golden, Director of North Central Community Corrections, appeared before the Commission. She said they were awarded a \$100,000.00 grant this year which is the same amount as the last three years. She said there will be a cash match for the County of \$42,857.00. She said she requested the budget be the same as last year for the grant and cash match funds. Commissioner Kesling moved to approve the signatures on the grant award letter and the resolution for the North Central Community Corrections grant, as submitted. All yes – Motion passed unanimously

CONSIDER APPOINTMENTS TO THE RANDOLPH COUNTY DEVELOPMENT AUTHORITY

Commissioner Scott said the Commission received a letter from the Randolph County Development Authority regarding the re-appointments of Mark Doak, Gary Clay, Frank Koening and Bonnie Serrett and the appointments of Crystal Gibson and Chris Jones. Commissioner Kesling moved to approve the re-appointments of Mark Doak, Gary Clay, Frank Koening and Bonnie Serrett and to approve the appointments of Crystal Gibson and Chris Jones to the Randolph County Development Authority. These will all be three year terms beginning on July 1, 2021 and ending on June 30, 2024. All yes – Motion passed unanimously

CONSIDER ESTIMATE FROM PRECISION SERVICES, INC. FOR DOCUMENT SCANNING SERVICES

Commissioner Scott said Precision Services does document scanning and has the state contract for document scanning. He said this has been an issue for quite some time in the County where there are a lot of records that have to be maintained, they don't necessarily have to be maintained on paper, but they have to be at least digitally maintained. He said the Commission reached out to the company that has the state contract and asked them to give the Commission an estimate. He said they are going to do

a 10 box sample and see what the costs are associated with each box. Commissioner See moved to approve the estimate from Precision Services, Inc. in the amount of \$2,709.41.

Discussion: Commissioner Scott said they estimate to scan 25,200 documents in those 10 boxes, plus do the indexing, document preparation, DVD's and shredding.

All yes – Motion passed unanimously

CONSIDER APPROVAL OF HIRE OF NEW DEPUTY SHERIFF

Sheriff Elbon appeared before the Commission. He said he would like to request the approval to hire Rocky Hebb as a Certified Probationary Deputy Sheriff. He said Mr. Hebb has 20 years of experience and is currently employed as a Natural Resource Police Officer with the WV DNR. He said he would like Mr. Hebb to lead the school program that the County recently applied for a grant for. Commissioner See moved to approve the hiring of Rocky Hebb as a Certified Probationary Deputy Sheriff with a starting salary of \$39,270.00 and after the completion of the probationary period that salary will increase to \$40,720.00. This will be a full time benefited position and he will begin working on July 19, 2021. All yes – Motion passed unanimously

CONSIDER APPROVAL OF WV ABCA ZONING LICENSE FOR BOB EVANS

Commissioner Scott said Bob Evans restaurant contacted the Commission about getting a zoning license for WV ABCA because they are getting ready to start selling alcohol at their Eikins location. Commissioner Kesling moved to approve sending a letter to Bob Evans regarding the zoning regulations for their WV ABCA license. All yes – Motion passed unanimously

CONSIDER FUNDING REQUEST FOR SPECIAL OLYMPICS (See copy attached)

Commissioner Scott said the Commission received a request from funding from the Randolph County Special Olympics. He said this is for them to be able to go out and do activities around the County. Commissioner See moved to approve the funding request in the amount of \$2,500.00 and that is to be taken out of courthouse contractual funds. Commissioner See voted yes, Commissioner Scott voted yes and Commissioner Kesling abstained from voting. Motion passed

CONSIDER REVISION OF EMPLOYEE MANUAL CONCERNING MEAL REIMBURSEMENT (See copy attached)

Commissioner Scott said it was brought to their attention that the current meal reimbursement in the employee manual is not adequate. He said if elected officials or staff attend training they need to be able to get reimbursed for the whole cost of the meal. Commissioner Kesling moved to amend the employee manual to be Breakfast \$25.00, Lunch \$25.00 and Dinner \$35.00. All yes – Motion passed unanimously

FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS

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

Arizona Frances Acord

Martha Jean Cardot

Franklin Delano Daniels

Regena Faye Johnson

Terry Emil Siewert

Robert Garneth Summerfield

All yes – Motion passed unanimously

BUDGET REVISIONS:

(See attached copies)

Commissioner Kesling moved to approve an In-House budget revision for the Property Enforcement in the amount of \$15,150.00. All yes – Motion passed unanimously

Commissioner See moved to approve an In-House budget revision for the Sheriff's Office in the amount of \$255.00. 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:

Commissioner See moved to approve the 6 distressed properties as submitted by the enforcement committee. These are numbers 2052, 2020, 2039, 2049, 1932 and 2027. All yes – Motion passed unanimously

FIRE FEE ADJUSTMENTS:

Commissioner See moved to approve the 3 fire fee adjustments and 4 refunds, as submitted. All yes – Motion passed unanimously

PAYMENT OF BILLS:

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

ADJOURN THE MEETING:

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

Attest: _____

Elkins Baseball
1221 S. Henry Avenue
Elkins, WV 26241

Approved
Total / total
4500

July 17, 2021

Randolph County Commission
4 Randolph Avenue
Elkins, WV 26241

Dear Sirs:

Elkins Baseball is requesting funding for its upcoming baseball season(American Legion Post 29). My board and I have planned several upcoming tournaments that will give our players the opportunity to play against local teams as well as players from all over WV and surrounding states.

We are asking for a \$7,500.00 donation. We appreciate your consideration with this request.

Sincerely,



Phil Wilson, President

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

June 17, 2021

To: The Randolph County Commission
RE: Hiring Rocky Hebb as a Certified Probationary Deputy Sheriff

I respectfully request the approval to hire Rocky Hebb as a full time benefited certified probationary deputy sheriff. If approved Mr. Hebb's beginning certified salary will be \$39,270 annually. After successful completion of the probationary period, the salary will increase to \$40,720.

Mr. Hebb is a resident of the Dailey area of Randolph County. He is currently employed as a Natural Resource Police Officer with the WV DNR. He has served as a certified police officer in West Virginia since 2002, and would bring considerable experience to our Office. Prior assignments include working as a Prevention Resource Officer in the Upshur County School System. An extensive background investigation was completed by our Office, which he successfully passed. Mr. Hebb is available to begin work with the Sheriff's Office on Monday July 19, 2021.

Respectfully,

Robert R. Elbon Jr.
Sheriff

Randolph County Special Olympics
Elizabeth Wymer Co. Director
Rt.1 Box 109
Elkins, WV 26241
(304) 621-0522

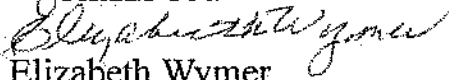
Approved
\$2500
Courthouse
Contractual

To whom it may concern,

We would like to thank you for your past support of Randolph County Special Olympics. It has been a hard year for everyone especially our athletes. They don't understand why they are not able to compete and spend time with all there fellow athletes, and friends.

We have done our best to keep our athletes safe but now that things are starting to open back up we would like to do some activities for our athletes. Instead of going out of county we are planning some events for later this spring right here in Randolph County. Thanks to Randolph Lodge 116 IOOF for letting us use there building for these events. We are asking for donations to buy prizes, food, etc. For the athletes who participate. We also like to have a summer picnic for the athletes it gives them the chance to get together and enjoy a fun day of swimming, eating and playing outdoor games. Some of the other activiities we do for the athletes and there family when possible are as follows Valentines dance, Halloween Party, and Christmas Dinner. We realize some of these athletes would not have these type of activities if we didn't have them. All of this is possible because of all the kind donations we receive from our community.

Make checks payable to Randolph Co. Special Olympics and mail it to the address above.

Thank You

Elizabeth Wymer

APPENDIX - A

EMPLOYEE BENEFITS

Health/Life Insurance – 100% paid by Randolph County

Retirement Plan – Randolph County contributes 10.5% of gross salary. Employees contribute 4.5% of their gross salary. These percentages are subject to change by the West Virginia Public Employees Retirement System. Employees become fully vested after five (5) years of service.

TRAVEL REIMBURSEMENT

Meals (including gratuity)

Breakfast - \$25.00

Lunch - \$25.00

Dinner - \$35.00

Alcoholic Beverages and Entertainment are not reimbursed by the County.

Mileage (As set by the County Commission):

IRS issued standard mileage rate (issued yearly)

In-House BUDGET REVISION 6/9/21

Reason for Revision: Property Enforcement/Insurance \$

REVENUES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED		INCREASE	DECREASE	REVISED AMOUNT
		AMOUNT				
001-366-9.00	Misc. Income			\$15,150.00		

EXPENDITURES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED		INCREASE	DECREASE	REVISED AMOUNT
		AMOUNT				
424-2-30.04	Property Enforcement			\$15,150.00		

Total: \$15,150

*6-17-2021
DK-moved
DK-yes CS-yes - ms-yes*

Office of the SHERIFF OF RANDOLPH COUNTY

Law Enforcement

32 Randolph Avenue
Suite 201
Elkins, WV 26241

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Robert R. Elbon Jr., Sheriff

6/17/2021

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

IN-HOUSE BUDGET REVISION

Reason for Revision: To adjust line items.

REVENUES:

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

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

EXPENDITURES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
001-404-341-00	Sheriff Supplies	\$9,000.00	\$211.00		\$9,211.00
001-404-230-00	Sheriff Contract Services	\$2,500.00		\$211.00	\$2,289.00
001-700-211-00	LE Telephone	\$9,140.00	\$44.00		\$9,184.00
001-700-230-00	LE Contract Services	\$12,000.00		\$44.00	\$11,956.00
		\$32,640.00	\$255.00	\$255.00	\$32,640.00

TOTAL INCREASE/(DECREASE) EXPENDITURES: \$0.00

REVENUE CHANGE LESS EXPENDITURE CHANGE \$0.00

Respectfully,

Robert R. Elbon Jr.
Sheriff/Treasurer

6-17-2021
CS-moved
CS-yes MS-yes DK-yes