

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 3rd day of November, 2021 at 1:30 p.m.

Present: Randolph County Commission President, David Kesling and Commissioner, Chris See.

Meeting called to order by Commissioner Kesling

PUBLIC COMMENT: None

MINUTES:

Commissioner See moved to approve the minutes from the regular meeting that was held on October 22, 2021, as submitted. All yes – Motion passed unanimously

REPORTS:

Curt Gainer from the Randolph County Emergency Squad reported that Paramedic, Tom Kotarsky retired from the squad after 23 years of service.

Sheriff Elbon reported that the Insurance Company has deemed the cruiser totaled that struck two deer.

CORRESPONDENCE: None

ANNOUNCEMENTS:

Commissioner Kesling announced that the next meeting of the County Commission will be on November 18, 2021 at 1:30 p.m.

Commissioner Kesling announced that the Commission is still taking applications for County Commissioner to replace Mark Scott. He said anyone that is interested must be a registered republican for at least 60 days and live in the Elkins District. He said the Republican Executive Committee Chairwoman, Carolyn Jackson, is taking the applications and resumes and turning them in to the Commission. He said the Commission will be conducting interviews next Monday and Tuesday and hopefully will have someone in place before the next meeting.

ITEMS FOR DISCUSSION/ACTION:

INFORMATIONAL PRESENTATION FOR HUBCAP BY ANNE BEARDSLEE OF THE ELKINS DEPOT WELCOME CENTER (See letter attached)

Anne Beardslee appeared before the Commission. She said Elkins was selected to participate in the West Virginia Development Hub's highly respected HubCAP Communities of Achievement Program. Elkins was selected along with five other Mon Town Communities. She said Elkins was selected due to the economic development strides Elkins-Randolph County has achieved in recent years and our potential for continued growth. The leadership team is made up of volunteers. This is a two year program but the projects they are working on will take much longer than two years to complete. She said the West Virginia Community Hub has awarded the Elkins HubCAP Collaborative a \$12,500.00 Grant, but in order to receive the full award they must secure \$2,500.00 in matching funds. She said they are asking the Commission for \$500.00 today towards that goal. Commissioner See moved to approve \$500.00 for the HubCAP program and that is to be taken out of Hotel/Motel Tax funds. All yes – Motion passed unanimously

INFORMATIONAL PRESENTATION FROM THE ELKINS HISTORIC LANDMARKS COMMISSION (See letter attached)

Maryann Durland along with the entire board of the Elkins Historic Landmarks Commission, appeared before the County Commission. Ms. Durland said they were here before and were asked to get the

Commissioners more information of how they were going to proceed. She said they have presented the Commission with those details. She said they want to have a walking tour downtown with plaques placed on old historic buildings. She said they also want to use the Darden House, which is unique, to have events and functions there. They want to hire a person to develop a website with interactive content. She said they also want to imbed a QR code on buildings. They want to do map cards for people. She said they will also need training on the use of the website. She said they are requesting \$6,200.00 today. Commissioner Kesling said the Commissioners appreciate that they did what they asked them to do and came back with a more detailed plan. Commissioner See moved to approve \$6,200.00 out of Hotel/Motel Tax funds to the Elkins Historic Landmarks Commission. All yes – Motion passed unanimously

INFORMATIONAL PRESENTATION AND FUNDING REQUEST FROM PASTOR MIKE HOUSE

Pastor Mike House appeared before the Commission. He said he is the Pastor of Ambassador Baptist Church and they have been providing need for homeless people in the community. He said recently they relocated to a steel building by their church. He said they just finished loading 26,000 pounds of clothes and household items onto a Semi truck that will be headed to South America. He said they have too much for our area. He said last year there were 50 homeless people here in our community. He said he is not sure how many there are right now. He said they need to get the building up to sort thru the items. He said they can't sort anything now without the building ready so they are just sending it out on the trucks. He is requesting \$5,000.00 from the Commission to help with this project. Mr. Mike Brooks said he doesn't live here but has been coming here for 3 summers to try to help the homeless people. He said Mike House has a big heart and wants to help people in this community. He said none of the thrift stores will give out anything but Mike does. Commissioner Kesling asked Mr. House to provide the Commission with a cost estimate broken down and they will look it over and decide at the next meeting.

CONSIDER APPROVAL OF AUDIT FIRM FOR FY 2021

Commissioner Kesling said the Audit Committee met last Thursday to open proposals from Audit Firms for the Audit of the County for FY 2021. The Audit Committee recommends Suttle and Stalnaker, CPA's to do the Audit for FY 2021 at a cost of \$48,000.00. This will cover the Audit from July 1, 2020 to June 30, 2021 and we will be caught up with the Audits. Commissioner See said it was put out for bid but this was the only bid received. Commissioner See moved to accept the proposal from Suttle & Stalnaker, CPA in the amount of \$48,000.00 to do the Audit for Randolph County for FY 2021, as submitted. All yes – Motion passed unanimously

CONSIDER SIGNING PROCLAMATION FOR NATIONAL SCHOOL CHOICE WEEK (See copy attached)

Commissioner Kesling read the proclamation out loud. He said this is something the Commission has done in years past. Commissioner See moved to approve the proclamation recognizing January 23- January 29, 2022 as Government Name School Choice Week . All yes – Motion passed unanimously

CONSIDER FUNDING REQUEST FROM THE RANDOLPH COUNTY DEVELOPMENT AUTHORITY FOR PURCHASE OF ODD FELLOWS PROPERTY (See letter attached)

Commissioner Kesling said the Randolph County Development Authority purchased 71.4 acres of the Odd Fellows Property at an Auction that was recently held. He said the purchase price was \$346,500.00. They purchased this property to aggressively market it for development. The RCDA is asking the Commission to partner with them on this project. Commissioner Kesling said this will help to increase economic development in our County. Commissioner See moved that the Randolph County Commission partner with the Randolph County Development Authority and to approve \$100,000.00 to be taken out of coal severance reallocation funds to help pay for the property that was recently purchased. All yes – Motion passed unanimously

CONSIDER FUNDING REQUEST FROM HUTTONSVILLE PSD

Gary Morgan and Pat Shreve appeared before the Commission. Pat Shreve said he is the new general manager of the Huttonsville Public Service District. He said the County Commission has already given

them \$87,000.00 towards their water project. He would like to amend that and wished he could have changed that amount before it was given to the Commission a while back. He said they didn't request what was needed in his opinion. He said they are trying to remove the old style meters and replace them with radio read meters. He said they need an additional \$90,469.00 to do this. He said some of the old meters have been there for 24 years and the Health Department wants them replaced every 5 years. Mr. Morgan said they have 1,200 customers plus the Huttonsville Prison. Commissioner Kesling said they will take this up after the new Commissioner comes in. He said they have the ARP funding to look at and have several infrastructure projects to go over.

CONSIDER APPROVAL OF ESTIMATE FROM MOUNTAINEER GENERATOR SERVICES

Tina Owens, Interim 911/OEM Director said after the hick up at the Stewarts Knob Tower she looked into the maintenance contract and found out that no one had been going up there to check it. She said this agreement is for a quarterly inspection of all the generators on the towers at a cost of \$12,438.00. Commissioner See moved to approve the estimate from Mountaineer Generator Services in the amount of \$12,438.00 and that is to be taken out of Courthouse Contractual Funds. All yes – Motion passed unanimously

FIRST READING OF BY-LAWS FOR THE RANDOLPH COUNTY E911 ADVISORY BOARD

Curt Gainer from the Randolph County Emergency Squad said the Advisory Board met last week and David Simmons is the lead on the Board and he proposed the first reading of the by-laws. Commissioner Kesling said so we have that as the first reading and we will have it again at the meeting on the 18th and then they will be approved.

FINAL SETTLEMENTS/ANNUAL ACCOUNTINGS:

Commissioner See moved to approve the final settlements/annual accountings on the following (8) estates, as submitted.

Lendal Mae Armstrong

Joan Casto

Alex Benjamin Crumm

Joseph Randall Helmick

Melanie Markley Lindsay

James Ward Lutz

Mary Jo Mayo

Ronald Richard Phillips

All yes – Motion passed unanimously

BUDGET REVISIONS:

(See attached copies)

Commissioner See moved to approve an In-House Budget revision in the amount of \$30,000.00 for the property enforcement. All yes - Motion passed unanimously

Commissioner See moved to approve an In-House Budget revision in the amount of \$500.00 for the Dog Warden Auto Supplies. All yes – Motion passed unanimously

Commissioner See moved to approve an In-House Budget revision for the Sheriff's Office for the TF equipment and contract services in the amount of \$1,404.88. All yes – Motion passed unanimously

DIVISION OF PROPERTY/ERRONEOUS ASSESSMENTS:

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

DISTRESSED PROPERTIES: None.

FIRE FEE ADJUSTMENTS:

Commissioner See moved to approve the 2 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: _____



November 3, 2021

Randolph County Commission
Randolph County Court House Annex
2 Randolph Avenue
Elkins, WV 26241

*6500.00
Motel/motel*

Dear Commissioners See and Kesling:

In 2020 Elkins was selected to participate in the West Virginia Development Hub's highly respected HubCAP Communities of Achievement Program. Communities of Achievement Program. Together with five other Mon Town Communities, Elkins was chosen due to the economic redevelopment strides Elkins-Randolph County has achieved in recent years and our potential for continued growth. The leadership team for this program is a wonderful collaboration of community volunteers from many facets of our county.

Over the past 14 months, the Elkins-Randolph County HubCAP Collaborative has worked tirelessly to identify, conceptualize, and launch three major economic, recreational and tourism development initiatives: community branding, public art, and riverfront development. As we have worked through the HubCAP process, we have been fortunate to have a Community Development Coach guiding the way and helping us to ensure success and sustainability. While these projects will take much longer than two years to complete, we are fully committed to advancing recreational opportunities, local business development, and community beautification, thus increasing tourism and economic growth throughout the county.

The West Virginia Community Hub has awarded the Elkins HubCAP Collaborative a \$12,500 technical assistance grant to further our efforts. In order to receive the full award, we must secure \$2,500 in matching funds from the local community. We are asking a select few of our community's leading businesses and civic organizations who share our vision for a more vibrant community to make an investment of \$500 toward the required \$2,500 in matching funds. The Elkins-Randolph County Chamber of Commerce has agreed to act as fiscal agent for this project, so please make checks payable to ERCCC.

Thank you for your consideration of this request and please feel free to contact us regarding any questions you may have regarding the Elkins HubCAP Collaborative or our current projects.

Respectfully,

Anne F. Beardslee
Elkins HubCAP Chairperson

86210
Hwter



**Elkins Historic Landmarks Commission
Darden House
421 Davis Avenue**

Dear Commissioners Scott, Kesling, and See

This letter includes a proposal from the EHLC for increasing visitors in the Elkins Downtown and other historic areas. We are in coordination with Elkins Main Street and the CVB at the Depot. Also attached to this proposal are additional documents for your information which include:

1. A newspaper article about purchasing historic plaques for properties
2. A flyer we will be distributing about purchasing the plaques for properties in which districts
(These will be posted around town this week)
3. A copy of page of a recent report by Mike Gioulis from Main Street West Virginia summarizing the condition of the Darden House (I have forwarded the complete report to Brooke Hinzman.)

Thank you so much for your time and your interest.

Maryann

Maryann M Durland

Maryann Durland
President EHLC

The Darden House
P.O. Box 1863
421 Davis Ave.
Elkins, WV 26241
www.historicelkins.org
EHLC.Elkinswv@gmail.com

Members:

Dr. Maryann Durland
President

Dr. David Turner
Vice President

Priscilla Gay
Treasurer

Madalyn Higgins
Secretary

Dr. Carol Carter
Commissioner

Randolph County Commission



Commissioners

David L. Kesling

Chris See

Mark D. Scott

School Choice Week

WHEREAS all children in Randolph County should have access to the highest-quality education possible; and,

WHEREAS The Randolph County Commission recognizes the important role that an effective education plays in preparing all students in Government Name to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of Randolph County; and,

WHEREAS Randolph County is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS Randolph County has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, David Kesling do hereby recognize January 23 – January 29, 2022 as Government Name School Choice Week, and I call this observance to the attention of all of our citizens

David Kesling, President

Randolph County Commission

Date



**RANDOLPH
COUNTY**
WEST VIRGINIA

**DEVELOPMENT
AUTHORITY**
PLAN • INVEST • PROSPER

October 19, 2021.

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

Dear President Scott:

As you know, the Randolph County Development Authority has been searching for additional industrial park property for several years. Most properties we evaluated were either not flat, had no utilities, were not in an ideal location related to major transportation infrastructure, or were in a flood plain.

I am pleased to inform you that the RCDA participated in the auction for the Odd Fellows property in Elkins, that is adjacent to our current industrial park, and we were the winners of 71.4 acres of property for a total price of Three Hundred Forty-Six Thousand Five Hundred Dollars (\$346,500.00). This is a great price for this property and will allow us to aggressively market it for development.

As the Commission has been a partner in our economic development efforts in the past, we would respectfully request the Randolph County Commission financially assist us with this project. This project is a major investment for us, given our limited funds, but there are also many other expenses to come for infrastructure development, engineering, and marketing. With other projects on the horizon, your assistance could ensure we keep this project cost competitive, primed for development, and are able to continue to pursue other projects.

As always, we appreciate the support of the Randolph County Commission and look forward to working with you on this exciting project. If you have any questions or would like to discuss this project further, please do not hesitate to contact me.

Sincerely,

Robert L. Morris, Jr.
Executive Director

*\$100,000.00
approved from cash reserve
reallocation*

In-House BUDGET REVISION 11/2/2021

Property Enforcement

Reason for Revision:

REVENUES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED AMOUNT		INCREASE		REVISED AMOUNT	
		AMOUNT		INCREASE	DECREASE	AMOUNT	

EXPENDITURES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED AMOUNT		INCREASE		REVISED AMOUNT	
		AMOUNT		INCREASE	DECREASE	AMOUNT	
001-424-2-30.00	Courthouse Contractual						
001-424-2-30.04	Property Enforcement			\$30,000.00	\$30,000.00		

Total: \$30,000

*11-3-2021
CS moved
CS yes
PLUAT*

In-House BUDGET REVISION 11/2/2021

Dog Warden Vehicle Expenses

Reason for Revision:

REVENUES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED		INCREASE	DECREASE	REVISED AMOUNT
		AMOUNT	AMOUNT			

EXPENDITURES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED		INCREASE	DECREASE	REVISED AMOUNT
		AMOUNT	AMOUNT			
003-716-2-30.00	Dog Warden Contractual					
003-716-3-43.00	Dog Warden Auto Supplies			\$500.00	\$500.00	

Total: \$500.00

11-3-2021
CS moved
CS yes

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

11/3/2021

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

IN-HOUSE BUDGET REVISION

Reason for Revision: To increase Fund 073 by Randolph County's cut of forfeited TF assets so that this money can be spent on task force expenses.

REVENUES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
073-368-97-5	TF Forfeiture for Randolph County	\$0.00	\$1,404.88		

TOTAL INCREASE/(DECREASE) REVENUE: \$0.00 \$1,404.88 \$0.00 \$1,404.88

EXPENDITURES:

ACCOUNT NUMBER	Account Name	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
073-404-4-59-01	FUND 073 TF Equipment	\$0.00	\$809.88		\$809.88
073-404-2-30-01	FUND 073 TF Contract Services	\$0.00	\$595.00		\$595.00
		\$0.00	\$1,404.88	\$0.00	\$1,404.88

TOTAL INCREASE/(DECREASE) EXPENDITURES: \$1,404.88

REVENUE CHANGE LESS EXPENDITURE CHANGE: \$0.00

Respectfully,

Robert R. Elbon Jr.
Sheriff/Treasurer

11-3-2021
CS moved
CS yes
DK yes