

September 2025 Commission Meeting (WV Code §7-1-2)

Monroe County Commission

Wednesday, September 3, 2025 at 10:00 AM EDT to Wednesday, September 3, 2025 at 11:00 AM EDT

911 Conference Room

Agenda

I. Opening

A. Pledge of Allegiance

B. Opening Prayer

II. Discussion Items

A. Old Business

1. Review and vote on minutes from the August 20, 2025 Special Session

B. New Business

1. Review and discuss Red Sulphur Public Service District Monthly Minutes (Non-voting Item)

2. Review and discuss Gap Mills Public Service District Monthly Minutes (Non-voting Item)

3. 911 Reimbursement of Trash Bill

Total for previous year; \$1,210.56. Total charge per month \$100.88.

4. Fringe Benefits / Vehicle Usage (Becky Fox)

5. Review Opioid Fund Balance

Total Uncommitted Fund Balance: \$25,000.00

Axon Body Cameras: \$88,794.13

Union Community EMR: \$72,648.17

6. Review and vote on request from Ballard VFD for Opioid Funds

Request from funding from the Opioid Settlement fund for new extraction tools for the Fire Department. Total funding request: \$45,017.77

7. Review and Vote on Request from Magistrate Court

Magistrate Court is requesting to have a cabinet and sink installed in the employee lounge. Also, they are requesting window treatments for the court room. Requesting where to possibly get an additional estimate.

8. Review and discuss invitation from Greenbrier Valley Conservation District

2025 Legislative & Awards Banquet. Thursday, September 25, 2025 @ 5:30 PM. WVU Building at the WV State Fair Grounds

9. Discuss and Act on two (2) bills from DCI/Shires, Inc

Received two (2) bills from DCI / Shires, Inc. The bills are:

- Fire Damage - \$132,343.61
- Pay App 19 - \$324,866.75

Total funds in Courtroom Renovation: \$100,140.73

10. Review and discuss Letter from West Virginia Legislative

The letter from the West Virginia Legislative Auditor's Office informs county commissions about key changes to the audit process for Volunteer Fire Departments (VFDs) following the passage of Senate Bill 500 in 2025. Effective July 6, 2025, sole authority for audits and financial examinations of VFDs has shifted from the State Auditor to the Legislative Auditor, encompassing all accounts and financial activities rather than just the state account. The State Auditor will complete any ongoing audits, after which the Legislative Auditor will begin full audits starting January 1, 2026, for 2025 transactions. However, the State Auditor remains the contact for WV Checkbook matters. The office plans to communicate directly with VFDs, providing copies to commissions, and outlines changes such as requiring annual submission of bank statements and check images by February 1, establishing a single resource for audit-related questions, eliminating overlapping audits, expanding audit scope to all finances, enhancing procedures, and developing online training resources. Notably, audit findings affecting state funding distributions will still only apply to the state account. The transfer also has implications for county commissions, including requests for documentation on any parameters or restrictions for VFD fund usage (e.g., levy calls, purchasing procedures, memorandums of understanding) from 2023 to 2025, as well as details on financial assistance methods like centralized purchasing or grant agreements. The Legislative Auditor will notify commissions when audits of local VFDs begin, request supporting information, and share completed audit results annually. This aims to ensure transparency and support during the transition.

11. Review and vote on Estate Final Settlements

Estate Final Settlements for review and approval:

- James Ronald Kirby Estate
- Diane Beatrice Smith Estate
- Donald Grey Weikle Estate
- Dixie E. Mullins Estate
- Mitzi M. Dunn Estate
- Cindy Lou Gill Estate
- Clayton Wendall Boyce Estate
- Shirley Franklin Estate
- Leland Dennis Rowan Estate
- Dolores Deann Vest Ellison Estate

- Robert Reed Kirk Estate
- William E. Bailey Estate

12. Review and Discuss Bank Balances

As of 09/02/25

- Criminal Charges - \$3,066.67
- County Clerk Record Room Fund - \$16,623.89
- Assessor's Valuation - \$169,111.34
- Keenan Doss Shaver Broadband Fund - \$200.00
- Courtroom Renovation - \$100,318.67
- 911 - \$550,123.02
- DMV - \$18,124.64
- Monroe County LEPC Fund - \$2,692.57
- Tax Sale Account - \$130,890.38
- Court Reporter - \$692.00
- State Clearing Account - \$0.00
- Witness Fees - \$0.00
- Vending Machine - \$1,228.39
- General County - \$253,893.90
- Monroe County Health Department - \$653,003.26
- Fire Levy - \$31,394.17
- County Clerk's Checking Account - \$117,353.17
- Concealed Weapons Fund - \$21,372.85
- Monroe County Opioid Fund - \$186,447.42
- State Fines - \$4,644.00
- Justice Fines - \$15,649.63
- WV Extension Office - \$5,364.87
- Magistrate Court - \$2,965.16
- County Clerk Election Administration Fund - \$8,562.05
- Tax Account - \$3,075,209.52
- Deputy Sheriff's Retirement Fund - \$906.00
- Monroe County Planning Commission - \$1,500.00
- Coal Severance - \$25,194.72
- Monroe County Fire Protection Fund - \$56.29

III. In-Person Items

A. Monroe County Planning Commission (9:00 AM)

General discussion.

Vote on the appointment of Deputy Lefty Smith and Aaron Rickman to the Planning Commission Board.

B. Phil Hunt, Animal Control Officer (9:30 AM)

General Discussion - Update on number of calls received / answered for the month of August 2025.

C. Jerry Pitzer, Monroe County Solid Waste Authority (9:45 AM)

D. David Bland, International Union of Painters (10:00 AM)

E. Sarah Martin, Monroe County Assessor (10:15 AM)

Review and vote on Exonerations for August 2025

Review and vote on Refunds for August 2025:

- Linda L. Weikle
- Angela Hedrick
- Robert Isaiah Clarkson

F. Mike Heller, Monroe County Sheriff (10:30 AM)

The following items will be presented for discussion and a vote:

- County property suitable for an Animal Shelter.
- Updated Policies and Procedures.
- Status of 'Rescue Squad' building for use by S.O.
- Discuss and vote on the purchase of a FLOCK/security camera in Pickaway (Myself and Avery Atkins)
- Discuss and vote on purchases of a radio unit(s).
- Misc./Q&A from CC

G. Gerald Smith, Resident (11:00 AM)

Tax related complaint

H. Sports of Monroe ~ Kristen Dillon & Becky Crabtree (11:30 AM)

Funding request for new running track. Total request up to \$310,000.00

I. Lisa Vanall, Alderson Fire Department (11:45 AM)

Opioid Funding Request. The request is for new equipment in the amount of \$34,658.16. A breakdown of the equipment request is in your packet.

Lunch Break

J. Richard Miller, 911 Director & OEM Director (1:00 PM)

The following items are for discussion and/or vote:

- Vote on Executive Session over Employee Matter
- Vote on Employee Matter from above listed Executive Session.
- Discuss, Review and Possibly vote on Safety system for the Courthouse and 911 Center
- Review, Discuss and possibly vote on WV EMD is wanting to meet with all 12 counties impacted by flood 2/15. Dale Hatfield reaching out to see if we want to

meet prior to 9/30's scheduled meeting with Hazard Mitigation Team to discuss potential projects.

- Review, Discuss and Vote on quote provided by Hurt & Profit for \$1,650.00 to inspect, up to 10 samples, and professional data report. Schedule is w/e 9/6 or 9/13 pending quote approval.

K. Steve Roche, STAT EMS (1:30 PM)

L. DCI Shires / Todd Boggess ~ Courthouse Renovations Update (1:45 PM)

General Update on the courthouse construction. Any items that need to be voted on is deemed an "emergency".

M. Public Comment (2:30 PM)

Public Comment is limited to 15 minutes. Anyone speaking must sign up by 12:00 PM the day of the meeting with the County Clerk. If the intended speaker does not sign up, then they will not be allowed to speak. Speakers are allowed 3 minutes to speak. The Commission will not comment or vote during this time as Per W. Va. Code § 6-9A-3.