The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, January 21, 2016, at 9:00 a.m. Terry Cutright called the meeting to order. Present were Terry Cutright, Commissioner; Troy A. Brady, Commissioner; Carrie Wallace, County Administrator; Jeanne Zickefoose, Commission Assistant; and Jacqueline Dinkelker, Secretary. The meeting began with a moment of silent meditation and prayer followed by the Pledge of Allegiance. All motions passed unanimously, unless otherwise stated.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the regular meeting minutes of January 14, 2016 with typographical corrections.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment/reappointment of the following as members of the Region VII Planning and Development Council effective January 1, 2016 with term expiration date of December 31, 2016 (copies included): Bobby Gompers; Dr. Pamela Balch and Connie Tenney.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the resignation of Harry Craig as member of the Upshur County Airport Authority.

Carrie Wallace reviewed a recommendation from David Godwin, Prosecuting Attorney, to employ Linda Toler in the position of full time Legal Assistant at the higher advertised wage rate of $11.75 per hour. Mr. Godwin’s recommendation to hire Ms. Toler at the higher rate is due to her qualifications and experience. After discussion, on motion by Troy A. Brady seconded by Terry Cutright, the Commission approved the employment of Linda Toler as full time Legal Assistant in the Office of the Upshur County Prosecuting Attorney. Effective date of employment is January 24, 2016 at the rate of $11.75 per hour (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized the President to sign the Resolution and Participation for the West Virginia Certified Development Community (CDC) Program for the Upshur County Development Authority (copy included).

Carrie Wallace advised that Laura Ward, Country Roads Transit representative, would not appear for her 9:15 appointment due to inclement weather conditions. Ms. Ward will reschedule at a future date.

Mike Livesay and Rodney Poling, representatives for the Mid-Ohio Valley Regional Council, appeared before the Commission and provided an overview of the Senior Companion Program. The program serves seniors in 26 counties and its purpose is to provide services to seniors so that they can stay in their own homes as long as possible. Some Upshur County residents are recipients or volunteers of the services that are provided. Mr. Livesay and Mr. Poling advised that the program does not receive state funding and is largely supported by donations and/or grants and therefore they were here today to request funding for the 2016 fiscal year. Commissioners Cutright and Brady agreed that the request was for a worthy cause; however 2015-2016 fiscal year funds have already been dispersed. Carrie Wallace advised Mr. Livesay and Mr. Poling to send a written request for future funding for the Commission to review during the March budget sessions.

Carrie Wallace provided a status report on the 9:45 appointment, Steve Linger, E911 Communications Center Director. On motion by Troy A. Brady, seconded by Terry Cutright, the Commission entered executive session per WV Code 6-9A-4 at 9:47 a.m. Present were Terry Cutright, Troy A. Brady, Carrie Wallace and Michelle Mcle, E911 Telecommunicator. The Commission returned to open session at 10:00 a.m. No decisions were made in executive session.

Kevin Campbell, Mountain Lakes Preservation Alliance representative, appeared before the Commission and provided a brief update/status report on the group’s request for the Commission to establish a Committee to Study Setback Distances for the pipelines (copy included) as was discussed during the December 17, 2015 Commission meeting. Mr. Campbell requested the Commission to “take action” to form a committee. Terry Cutright advised that he is “pro” pipeline and feels that the benefits would outweigh the possible negative aspects of the project. April Keating, Chairperson of the MLPA suggested that the projected economic benefits may not be realistic and advised that an independent economic study was needed and that beyond the jobs issue, safety should be the top priority. After discussion, Terry Cutright requested a motion to establish a Committee to Study Setback Distances for the pipelines. With no response, the request died due to lack of a motion.

Heather Parke, Chief Tax Deputy, appeared before the Commission and provided a review of the Final Disposition Report on the 2014 delinquent real estate taxes. Ms. Parke reviewed data and
procedures by which land owners may still redeem sold properties within an eighteen (18) month period. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized the signing of the “Certification of Final Disposition for 2014 Delinquent Taxes” (copy included).

At 11:00 a.m. Carrie Wallace opened and reviewed bids for “Fully Insured Group Health Insurance for Employees, Retirees and Cobra Participants”. Highmark WV submitted a bid in the amount of $64,111 per month for the group insurance plan. (note: pricing is without HRA cost) Highmark WV appointed agents listed below have submitted their requests to serve as brokers of the Highmark insurance plan if accepted: Shenandoah Valley Group, Allegheny Insurance Services, Loudin Insurance Agency, Inc. and Thornburg Insurance Agency. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission will interview Loudin Insurance Agency. (Note: per advertisement, preference given to local provider)

Terry Cutright reviewed the following “For Your Information” items (copies included):

1. Upshur County Sheriff’s Financial Statement-Period ending November 2015
2. Agendas and/or Notice of Meetings: None
3. Meeting Minutes:
   - Upshur County Safe Structures and Sites Enforcement Board—October 8, 2015
4. Meetings:
   - 01/07/16-7:00 p.m.-Banks District VFD
   - 01/07/16-7:00 p.m.-Selbyville VFD
   - 01/05/16-6:00 p.m.-Hodgesville PSD
   - 01/05/16-5:30 p.m.-Elkins Road PSD
   - 01/13/16-12:00 p.m.-Upshur County Senior Center Board
   - 01/13/16-1:30 p.m.-Upshur County Conventions & Visitors Bureau—UCDA Office
   - 01/13/16-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 01/13/16-7:00 p.m.-Warren District VFD
   - 01/14/16-1:00 p.m.- Adrian PSD
   - 01/14/16-3:00 p.m.-Tennerton PSD
   - 01/14/16-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 01/14/16-7:30 p.m.-Buckhannon VFD
   - 01/14/16-4:00 p.m.-B-U Airport Authority—meeting held at Airport
   - 01/11/16-12:00 p.m.-Upshur County Family Resource Network
   - 01/11/16-4:30 p.m.-Upshur County Solid Waste Authority
   - 01/11/16-6:00 p.m.-B-U Recreational Park Advisory Board
   - 01/11/16-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
   - 01/12/16-6:00 p.m.-Buckhannon River Watershed Association
   - 01/19/16-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 01/12/16-7:30 p.m.-Adrian VFD
   - 01/20/16-7:00 p.m.-Ellamore VFD
   - 01/20/16-12:00 p.m.-Lewis Upshur LEPC—Lewis location
   - 01/17/16-6:30 p.m.-Upshur County Youth Camp Board
   - 01/19/16-6:30 p.m.-Upshur County Fire Board
   - 01/20/16-7:00 a.m.-Upshur County Development Authority
   - 01/17/16-6:00 p.m.-Washington District VFD
   - 01/18/16-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 01/19/16-5:30 p.m.-Upshur County EETAB
   - 01/19/16-4:00 p.m.-Upshur County Public Library Board
   - 01/28/16-3:30 p.m.-Upshur County Farmland Protection Board-Cancelled
   - 01/08/16-12:00 p.m.-Upshur County Farmland Protection Board-Committee Meeting
   - 01/08/16-2:00 p.m.-Upshur County Farmland Protection Board-Special Meeting
   - 03/23/16-10:00 a.m.-James W. Curry Advisory Board
   - TBA-6:00 p.m.- Upshur County Fire Fighters Association
   - 02/10/16-6:00 p.m.-Buckhannon Upshur Board of Health
5. Board of Review and Equalization Meeting Schedule
   - 02/01/2016—1:00 p.m. No Apointments—Review Property Books
   - 02/05/2016—9:00 a.m.
   - 02/10/2016—9:00 a.m.
   - 02/11/2016—1:00 p.m.
• 02/16/2016—1:00 p.m. Coal, Oil & Gas and Industrial Appointments (2:30 p.m.)
• 02/17/2016—9:00 a.m.
• 02/18/2016—1:00 p.m. Adjournment

6. Appointments Needed or Upcoming:
   • Upshur Fire Board (Vacant Position-6-30-16)-1st District Community Representative
   • Upshur County Farmland Preservation Board (Vacant Position-06-30-15)-At Large—Non Farming
   • Region VII Planning & Development Council-(12-31-15-Connie Tenney) — County
   • Region VII Planning & Development Council-(12-31-15-Sam Nolte)—County
   • Region VII Planning & Development Council-(12-31-15-WVWC Representative)-County
   • Corridor H Authority (Vacant Position-06-30-16)—Commission

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements (copies included):
   • Thomas Earl Angus-Final
   • Marjorie Ann Bragg-Final
   • Ogden L. Bragg-Final
   • Mary Jane Carr-Final
   • Mary Lou Dowell-Final
   • Lee Darling Gee, Jr. -Final
   • Dewey R. Hamilton-Final
   • George B. Hawkins-Final
   • James Bradford Queen-Final
   • Carroll B. Sands-Final
   • Harry C. Summers, Jr. -Final

The Commission recessed at 12:00 p.m.
The Commission attended the meeting of the Upshur County Department Supervisors (copy included).
The Commission attended the meeting of the Upshur County Policy Board (copy included).
The Commission reconvened at 2:20 p.m.

With no further business, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission adjourned at 2:20 p.m.