UPSHUR COUNTY COMMISSION MEETING  
January 05, 2012

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, January 05, 2012 at 9:00 a.m. Donnie R. Tenney called the meeting to order. There were present Donnie R. Tenney, Commissioner; Creed G. Pletcher, Commissioner; JC Raffety, Commissioner and William A. Parker, Administrator. (Terri Jo Bennett, Administrative Assistant joined the meeting at 9:40 a.m.) The meeting began with a moment of silent meditation and prayer, followed by the Pledge of Allegiance. All motions passed unanimously unless otherwise stated.

On motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the recommendation for Donnie R. Tenney to serve as the Commission President for the 2012 calendar year.

On motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the recommendation to establish the time of the Upshur County Commission meetings to be held weekly on Thursday at 9:00 a.m.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the hours of operation for the Courthouse as Monday through Friday, 8:00 a.m. to 4:30 p.m. The following exceptions will apply:

- Friday-April 06, 2012-Closed all day
- Friday-May 18, 2012-Close at 12:00 p.m.
- Friday-December 21, 2012-Close at 12:00 p.m.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the 2012 calendar year holidays as submitted. (copy included)

After review by Donnie R. Tenney, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the Commission appointments to the various boards as follows:

- Farm Land Preservation Board-Creed G. Pletcher
- Lewis-Upshur-Braxton Community Corrections Board-JC Raffety
- Lewis-Upshur Local Emergency Planning Committee-JC Raffety
- Mountain CAP of West Virginia, Inc.- Creed G. Pletcher
- Region VI Workforce Local Elected Officials Board-Creed G. Pletcher
- Region VII Planning & Development Council-Donnie R. Tenney
- Upshur County 4H Foundation-Donnie R. Tenney
- Upshur County Development Authority-Creed G. Pletcher
- Upshur County Enhanced Emergency Telephone Advisory Board-Creed G. Pletcher
- Upshur County Extension Service Committee-Donnie R. Tenney
- Upshur County Family Resource Network-JC Raffety
- Upshur County Fire Board Inc.-JC Raffety
- Upshur County Senior Citizens Board-JC Raffety
- Upshur County Youth Council, Inc.(SYC)-Donnie R. Tenney
After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the President to sign the “WV Physical Activity Day” Resolution. The purpose of the resolution is to promote physical activity and a healthy lifestyle for the residents of Upshur County. (copy included)

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the following resignations: Joyce Jeanette Heath as full time E911 Communications Center Dispatcher, effective January 2, 2012; Justin R. Combs as part time Tri County Child Visitation and Exchange Center Monitor, effective December 01, 2011 and Carrie D. Jenkins as part time Tri County Child Visitation and Exchange Center Monitor, effective December 01, 2011.

Steve Linger, E911 Communications Center Director, appeared before the Commission and reviewed the amended “Protocol for Dispatching EMS & Fire for Rescue Calls”. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the procedures as submitted. (copy included)

Mr. Linger requested an Executive Session per WV Code 6-9A-4 for a review of applicants for the position of E911 Communications Center Dispatcher. On motion by Creed G. Pletcher, seconded by JC Raffety, the Commission entered Executive Session at 9:25 a.m. Present were Donnie R. Tenney, Creed G. Pletcher, JC Raffety, William A. Parker and Steve Linger. The Commission returned to open session at 10:20 a.m. No decisions were made in Executive Session.

After reading of the minutes, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the regular meeting minutes of December 15, 2011 as submitted.

William A. Parker provided a review of reimbursement requests from the Office of Emergency Management. After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved reports, documentation and reimbursement requests for costs associated with the Homeland Security Grants: 09-SHS-16, Mass Migration Support Plan & Interoperability in the amount of $4,317.00. No reimbursements were requested for the following: 09-SHS-17, Critical Infrastructure Support; 09-SHS-18; Continuity of Operations Plan and 09-SHS-19, Citizens Preparedness.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety the Commission approved and authorized the President to sign the renewal of the Lease Agreement for the Day Report Center for the Twenty-Sixth Judicial Circuit Community Corrections Program located at 25 West Main Street. Effective date of the lease is December 15, 2011. (copy included)

William A. Parker provided a review of the Software Systems, Inc. quote for upgrades to the DMV Processing System in the amount of $2,883.00. After discussion, on motion Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the President to sign the quote. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized the President to sign the contract with the West Virginia Development Office for Governor Tomblin’s Community Participation
Grant award in the amount of $5,000.00 for the benefit of the Kesling Mill Lions Club community playground. (copy included)

The Commission reviewed the Property Valuation Training & Procedures Commission Budget submitted by Upshur County Assessor, Helen R. Phillips. (copy included) No action was taken at this time.

Donnie R. Tenney reviewed the following “For Your Information” items:
1. Correspondence concerning the Small Cities Block Grant Application submitted by the Adrian Public Service District
4. Agendas and/or Notice of Meetings: None
5. Meeting Minutes and/or Financial Reports:
   - Adrian Public Service District-November 16, 2011
   - Buckhannon River Watershed Association-December 07, 2011
   - Lewis-Upshur LEPC-November 16, 2011
6. Meetings:
   - 01/03/12-6:00 p.m.-Hodgesville Public Service District
   - 01/03/12-6:00 p.m.-Elkins Road Public Service District
   - February-7:00 a.m. -Upshur County Development Authority – Executive Board
   - 01/09/12-Buckhannon-Upshur Chamber of Commerce
   - 01/09/12-12:00 p.m.- Upshur County Family Resource Network
   - 01/09/12-4:30 p.m.-Upshur County Solid Waste Authority
   - 01/09/12-6:00 p.m.-Community Corrections Board-Upshur County
   - 01/09/12-6:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
   - 01/11/12-7:30 a.m.-Buckhannon Upshur Airport Authority
   - 01/11/12-12:00 p.m.-Upshur County Senior Center Board
   - 01/11/12-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   - 01/12/12-1:00 p.m.-Adrian Public Service District
   - 01/12/12-3:00 p.m.-Tennerton Public Service District
   - 01/12/12-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 01/16/12-7:00 p.m.-Upshur County Fair Association
   - 01/17/12-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 01/17/12-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
   - 01/18/12-4:00 p.m.-Upshur County Public Library Board
The Commission approved all invoices for payment. (copy included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:

- Dennis Gerald Burkhamer-Final Settlement
- Bonnie T. Calvert-Final Settlement
- Franklin Lee Chidester-Final Settlement
- Weldon Luther Grove-Final Settlement
- Howard Mason Harris-Final Settlement
- Delmer E. Hissam-Final Settlement
- Anna Lee Linger-Final Settlement
- Pete Walter Wayts-Final Settlement
- Kaleb Michael Wilfong-Final Settlement
- Barbara Sue Allender-Final Settlement
- Arlen R. Dennison-Final Settlement

The Commission approved the following “Exonerations and/or Refunds”: (copy included)

- Kenneth or Melissa McGee-#2983-$36.50
- June Leskuski et al c/o Walter Leskuski-#2984-$102.22
- June Leskuski et al c/o Walter Leskuski-#2985-$85.56
The Commission approved the following “Consolidation of Land Tracts”: (copy included)

Union District-Map 05-2 Parcel 95 with Map 05-2 parcel 96 and Map 05-2 Parcel 97.1-owners J & D Rental Properties, LLC

At 10:30 a.m. Donnie R. Tenney opened a public hearing on the proposed changes for voting precinct boundaries and Magisterial District boundaries. The changes are as follows:

- Combine Precincts 13 & 15-Voting at Buckhannon Academy Elementary School
- Create Precinct 40-Voting at Buckhannon Academy Elementary School-created from part of 37A/37L & 44A/44L
- First Magisterial District-Add Precinct 40 for a total population of 8,145
- Second Magisterial District-Total population of 8,048-reduction in population of 216 from Census Block in 37A/37L to 40
- Third Magisterial District-Total population of 8061-reduction in population of 279 from Census Blocks in 44A/44L to 40.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the boundary changes.

The Commission recessed at 11:45 a.m.

The Commission reconvened at 1:15 p.m.

With no further business, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission meeting adjourned at 1:30 p.m.