The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, January 24, 2013 at 9:00 a.m. Donnie R. Tenney called the meeting to order. There were present Donnie R. Tenney, Commissioner; JC Raffety, Commissioner; Troy A. Brady, Commissioner; William A. Parker, County Administrator; Megan J. Pomeroy, Assistant County Administrator and Jacqueline Dinklocker, 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 reading of the minutes, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the regular meeting minutes of January 17, 2013 as submitted.

Laura Woods, Director of the Randolph County Senior Center was unable to appear due to inclement weather conditions and will follow up at a future meeting.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved Sharon M. O’Hearn as intern for the Office of the Upshur County Sheriff effective January 17, 2013.

The Commission reviewed the following “For Your Information” items:

1. “Notice of Public Hearing”-Amendment to Enhanced 911 Ordinances—11:00 a.m. on Thursday, February 21, 2013—Increase from current monthly fee of $2.65 to: Residential $4.50 Business and Centrex $6.50—William A. Parker provided an update/status report on current and projected revenues

2. Correspondence from the WV State Auditor’s Office, Chief Inspector Division, regarding a report on applying agreed-upon procedures for the Upshur County Magistrate Court for the period ending December 31, 2011

3. Agendas and/or Notice of Meetings:
   • Upshur County Development Authority-January 23, 2013
   • Upshur County Development Authority-November 28, 2012
   • Upshur County Public Library- November 27, 2012

4. Board of Equalization & Review:
   • February 01, 2013 - 09:00 a.m. - Friday—Review Property Books-no appointments
   • February 06, 2013 – 09:00 a.m. – Wednesday
   • February 07, 2013 – 01:00 p.m. – Thursday
   • February 12, 2013 – 09:00 a.m. – Tuesday—Mineral Hearings
   • February 15, 2013 – 09:00 a.m. – Friday
   • February 21, 2013 – 01:00 p.m. – Thursday
   • February 22, 2013 – 09:00 a.m. – Friday
   • February 27, 2013 – 09:00 a.m. – Wednesday – Adjourn

5. Meetings:
   • 01/08/13-6:00 p.m.-Hodgesville Public Service District
   • 01/08/13-6:00 p.m.-Elkins Road Public Service District
   • 01/09/13-12:00 p.m.-Upshur County Senior Center Board
   • 01/09/13-7:00 p.m.-Banks District Volunteer Fire Department
   • 01/09/13-7:00 p.m.-Selbyville Volunteer Fire Department
   • 01/09/13-7:00 p.m.-Adrian Volunteer Fire Department
   • 01/09/13-7:00 p.m.-Ellamore Volunteer Fire Department
   • 01/09/13-7:00 p.m.-WVLA-Upshur County Chapter-Hinkle Drive
   • 01/09/13-7:30 a.m.-Upshur County Development Authority – Exec. Board
   • 01/09/13-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   • 01/09/13-6:00 p.m.-Upshur County Citizens Corp - CERT
   • 01/09/13-7:30 p.m.-Warren District Volunteer Fire Department
   • 01/10/13-1:00 p.m.-Adrian Public Service District
   • 01/10/13-1:00 p.m.-Tennerton Public Service District
   • 01/10/13-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   • 01/10/13-7:30 p.m.-Buckhannon Volunteer Fire Department
UPSHUR COUNTY COMMISSION MEETING
January 24, 2013

- 01/11/13-7:00 a.m.-Buckhannon Upshur Airport Authority
- 01/14/13-12:00 p.m.-Upshur County Family Resource Network
- 01/14/13-4:30 p.m.-Upshur County Solid Waste Authority
- 01/14/13-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Board
- 01/14/13-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 01/14/13-6:00 p.m.-Buckhannon River Watershed Association
- 01/15/13-4:00 p.m.-Upshur County Public Library Board
- 01/15/13-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 01/15/13-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 01/16/13-7:00 p.m.-Lewis Upshur LEPC
- 01/17/13-6:30 p.m.-Upshur County Youth Camp Board
- 01/17/13-6:30 p.m.-Upshur County Fire Board
- Feb. 2013-7:00 p.m.-Buckhannon Upshur Chamber of Commerce
- 01/20/13-7:30 p.m.-Washington District Volunteer Fire Department
- 01/21/13-7:00 p.m.-Upshur County Fair Association
- 01/23/13-7:00 a.m.-Upshur County Development Authority – Full Board
- 01/24/13-4:00 p.m.-Upshur County Farmland Preservation Board
- 01/28/13-6:00 p.m.-Upshur County Firefighters Association
- Feb. 2013-10:00 a.m.-James W. Curry Advisory Board
- TBA-6:30 p.m.-Region VII Planning & Development Council

7. Appointments Needed or Upcoming:
   - Buckhannon-Upshur Parks & Recreation Board-(Doug Bush - 06-30-12)-Bd. of Ed.
   - Buckhannon-Upshur Parks & Recreation Board-(Vacant Position- 06-30-13)-County
   - Elkins Road Public Service District-(Vacant Position-09-30-16)
   - James W. Curry Advisory Board-(Vacant- 12-30-12)-County
   - James W. Curry Advisory Board-(Vacant- 12-30-12)-County
   - Upshur County Solid Waste Authority-(Robert Wines - 06-30-12)-Soil Conservation District

Joe Leighton, Red Clay Development of West Virginia, LLC representative, appeared before the Commission to request a Letter of “Unqualified Support” from the Commission. Mr. Leighton appeared before the Commission on November 08, 2012 to discuss the potential for developing multifamily housing units for tenants with specific income levels. Mr. Leighton has conducted a preliminary feasibility study and the Letter of Unqualified Support is the next step in obtaining funding for the project.

The Commission heard comments from Jody Light, representative of the Upshur County Chapter of the WV Landlord’s Association, Matt Kerner, Opportunity House Director, Steve Foster, Upshur County Development Authority representative and Rick Edwards, City of Buckhannon Planning Commission member. Mr. Kerner and Mr. Edwards pointed out that there is a need for low income housing. Ms. Light noted that the assessment of need was based on the 2010 Census and cited vagueness of information as a concern. Ms. Light urged the Commission to defer action for a more comprehensive needs assessment.

The Commission recessed at 10:20 a.m.

The Commission reconvened at 10:30 a.m.

At 10:30 a.m. the Commission held a public hearing on the request from the City of Buckhannon for a Minor Boundary Annexation for the WV Armory National Guard Location, Upshur County Wellness Complex and related property for utility right-of-way in the Brushy Fork area (copy included). Sam Ludlow, City of Buckhannon Sewer Department Director, provided an update/status report on the proposed Annexation. The Commission heard comments from Michael Doss, City of Buckhannon Administrator; Kenneth Davidson, City of Buckhannon Mayor and county resident, Dr. Reed. No other comments were received (written or phone). After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and
authorized the Commission to sign the annexation agreement per West Virginia Code §8-6-5. The public hearing concluded at 10:55 a.m.

Terry Gould, Tennerton Public Service District Manager, appeared before the Commission to review information concerning the request for a boundary adjustment to increase their service territory—Red Rock Road area, Lorentz area, Finks Run area and other areas west of Corporation limits (copy included). Sam Ludlow, City of Buckhannon Sewer Department Director, provided information concerning the history of projects and the city’s investment in the subject area. The Commission heard comments from Dave Watson, Thrasher Engineering representative, Mayor Kenneth Davidson, and Steve Foster, UCDA representative. After discussion, no action was taken at this time.

The Commission recessed at 12:15 p.m.
The Commission reconvened at 1:30 p.m.

Upshur County Sheriff, David Coffman and Chief Deputy Sheriff, Virgil D. Miller appeared before the Commission and requested permission to commence with the Civil Service Testing Process for the Upshur County Sheriff’s Department. After discussion, the Commission advised Sheriff Coffman and Chief Deputy Miller to follow up with the Upshur County Civil Service Board.

The Commission met with Chapman Technical Group representative, Phil Warnock to discuss coating of the columns of the Upshur County Courthouse. After discussion, the Commission requested William A. Parker and Gregory B. Harris, Director of Facility Operations, to follow up with Mr. Warnock.

The Commission performed an exit interview with April D. Smith, E911 Communications Center Dispatcher via conference call.

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
- Colin Barr Hamilton-Final Settlement
- Robert Claude Hinkle-Final Settlement
- Nellie Norene Zickefoose-Final Settlement
- Charles Richard Byrne-Final Settlement
- Velma M. Westfall-Final Settlement
- Lottie Ione Conolley-Final Settlement
- Robert James Dowell-Final Settlement
- Lemoine B. Reger-Final Settlement
- June K. Crites Rowan-Final Settlement
- Louise L. Wamsley-Final Settlement
- Tony Lee Burr-Final Settlement
- Kathryn Sue Haymond Higginbotham-Final Settlement
- Charles Clayton Krum-Final Settlement
- John William Rigby-Final Settlement
- Alice L. Summers-Final Settlement
- Joyful Peace Sneed, Inc.-First Annual Settlement

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 3:30 p.m.