The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, February 28, 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 February 14, 2013 as submitted. (Note: The Upshur County Commission did not meet on Thursday, February 21, 2013)

Buckhannon-Upshur Youth Leadership Institute of Governmental Affairs representative, Richard Edwards, appeared before the Commission and provided an overview of the upcoming educational opportunity (copy included). High school age participants (15 and up) will be able to observe and learn about the operations of local government. The “Institute” will meet weekly on Wednesdays from 4 to 6 p.m. from March 6, through April 24, 2013 and cover many local government related topics in areas such as finance, public works, parks and recreation, economic development, planning and public safety, education and others.

David Coffman, Upshur County Sheriff and Mike Miller, Upshur County Animal Control Officer, appeared before the Commission and provided a request for reimbursement of expenses to an individual in the amount of $525.00 for the care of an animal in a humane case. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved to sell the Holstein calf at livestock auction to offset some of the cost. William A. Parker requested Mike Miller to obtain an invoice itemizing expenses.

Donnie R. Tenney introduced Mike Miller as the new Animal Control Officer. Mr. Miller commented that as an animal lover, he feels like he is making a contribution to the community and can make a difference ( paraphrase, not quote).

William A. Parker advised that Agenda Item # 1—“Consider approval of agreement with the Upshur County Board of Education concerning the Prevention Resource Officer (PRO)” was not ready for action at this time and will be placed on a future agenda.

Donnie R. Tenney reviewed the West Virginia Division of Justice and Community Services, Standard Conditions and Assurances which apply to the grant for the PRO program. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the document (copy included).

William A. Parker advised that Debbie Thacker Wilfong, Upshur County Clerk has repaid the amount of $171.10 to the County for an item that was inadvertently listed twice as a travel expense and/or undocumented expenses during FY 2009/2010 and 2010/2011. Mr. Parker was requested to follow up with Ms. Wilfong concerning an additional expense in the amount of $75.00

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, April 04, 2013—Increase from current monthly fee of $2.65 to: Residential $4.50 Business and Centrex $6.50
2. Correspondence from Elkins Road Public Service District concerning Phase II Water Line Extension Project
3. Upshur County Sheriff’s Financial Statement - January 2013
4. Financial Information for January and Fiscal Year-to-Date—General County Fund
6. Agendas and/or Notice of Meetings:
   - Upshur County Public Library Board-February 19, 2013
7. Meeting Minutes and/or Financial Reports:
   - Adrian Public Service District-January 10, 2013
   - Adrian Public Service District-January 23, 2013
   - Upshur County Public Library Board-January 15, 2013
8. Meetings:
- 03/05/13-6:00 p.m.-Hodgesville Public Service District
- 03/05/13-6:00 p.m.-Elkins Road Public Service District
- 03/07/13-7:00 p.m.-Banks District Volunteer Fire Department
- 03/07/13-7:00 p.m.-Selbyville Volunteer Fire Department
- 03/08/13-7:00 a.m.-Buckhannon Upshur Airport Authority
- 03/11/13-12:00 p.m.-Upshur County Family Resource Network
- 03/11/13-4:30 p.m.-Upshur County Solid Waste Authority
- 03/11/13-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Bd.
- 03/11/13-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Bd.
- 03/11/13-6:00 p.m.-Buckhannon River Watershed Association
- 03/12/13-7:00 p.m.-Adrian Volunteer Fire Department
- 03/12/13-7:00 p.m.-Ellamore Volunteer Fire Department
- 03/13/13-7:30 a.m.-Upshur County Development Authority – Exec. Bd.
- 03/13/13-12:00 p.m.-Upshur County Senior Center Bd.
- 03/13/13-1:30 p.m.-Upshur County Conventions & Visitors Bureau
- 03/13/13-6:00 p.m.-Upshur County Citizens Corp - CERT
- 03/13/13-7:30 p.m.-Warren District Volunteer Fire Department
- 03/14/13-1:00 p.m.-Adrian Public Service District
- 03/14/13-1:00 p.m.-Tennerton Public Service District
- 03/14/13-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Bd.
- 03/14/13-7:30 p.m.-Buckhannon Volunteer Fire Department
- 03/17/13-7:30 p.m.-Washington District Volunteer Fire Department
- 03/18/13/ 2013-12:00 p.m.-Buckhannon Upshur Chamber of Commerce
- 03/18/13-7:00 p.m.-Upshur County Fair Association
- 03/19/13-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 03/19/13-4:00 p.m.-Upshur County Public Library Bd.
- 03/19/13-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Bd.
- 03/-/-/13-12:00 p.m.-Lewis Upshur LEPC
- 03/21/13-6:30 p.m.-Upshur County Youth Camp Bd.
- 03/21/13-6:30 p.m.-Upshur County Fire Bd.
- 03/25/13-10:00 a.m.-Mt. CAP of West Virginia, CDC
- 03/25/13-6:00 p.m.-Upshur County Firefighters Association
- 03/27/13-7:00 a.m.-Upshur County Development Authority – Full Bd.
- 03/27/13-10:00 a.m.-James W. Curry Advisory Bd.
- 03/28/13-4:00 p.m.-Upshur County Farmland Preservation Bd.
- TBA-6:30 p.m.-Region VII Planning & Development Council

9. Appointments Needed or Upcoming:
- Adrian Public Service District-(Vacant Position-10-31-17)-County
- Buckhannon-Upshur Parks & Recreation Bd.-(Vacant Position- 06-30-13)-County
- James W. Curry Advisory Bd.-(Vacant- 12-30-12)- County
- James W. Curry Advisory Bd.-(Vacant- 12-30-12)- County
- Upshur County Solid Waste Authority-(Robert Wines - 06-30-12)-Soil Conservation District

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
- Mary Sue McGraw-Final Settlement
- James O’Neal Wilson-Final Settlement
- Horace Hayden Morgan-Final Settlement
- Robert Loyal Hunt-Final Settlement
The Commission approved the following “Exonerations and/or Refunds”: (copies included)

- Brian or Neva J. Hoover-#3162-$53.22
- Sherri L. Castle and Terry L. Thorne-#3163-Corrective Ticket
- William T. or Wilma Richardson-#3164-$673.34
- Junior Auskings-#3165-$124.10

The Commission approved the following “Request to Attend Meeting”: (copies included)

- Megan Pomeroy-March 01, 2013

The Commission approved the following “Consolidation of Land Tracts”: (copies included)

- Meade District-Map 6Q Parcel 1 with Map 6Q Parcel 1.1 to make Map 6Q Parcel 1-Owners Jeffrey C. and Sheila K. Furner

William A. Parker provided a review the following correspondence: (copies included)

- Carol Dean, E911 Communications Center Dispatcher, concerning hazardous conditions due to inclement weather conditions at the E911 Communications Center
- West Virginia Division of Culture and History invitation to ceremony recognizing the recipients of Records Management and Preservation Board grant awards for fiscal year 2013-14 (Circuit Clerk's Office is a recipient)
- Upshur County Office of the Prosecuting Attorney concerning review of June 30, 2011 and June 30, 2012 Audit reports
- Southern Upshur Business Association (SUBA) concerning Annual Dinner on Wednesday, March 6, 2013

Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator, appeared before the Commission and provided a review of a road name request from county resident, Thomas Leondios Davis. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved Maxine Ln as a private driveway off of Wamsley Road as required per Upshur County 911 Addressing and Mapping Ordinance (copy included).

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 11:25 a.m.