UPSHUR COUNTY COMMISSION MEETING
March 22, 2012

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 22, 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; William A. Parker, 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 Creed G. Pletcher, the Commission approved the regular meeting minutes of March 15, 2012, as submitted.

Micah Hitt-Harris, Program Director/Case Manager for the Lewis-Braxton-Upshur Community Corrections Program appeared before the Commission and introduced Michelle Posey, applicant for the position of Case Manager for the Lewis County Day Report Center. Ms. Posey provided a review of her qualifications for the position. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the employment of Michelle Posey as recommended by Micah Hitt-Harris. Effective date of employment is April 02, 2012 at the rate of $10.50 per hour.

Ms. Hitt-Harris provided an update on programs and services provided by the Community Corrections Program and a review of the West Virginia Community Corrections Grant for Fiscal Year 2012-2013. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the President to sign the grant and all related documents.

Joyce L. Harris-Thacker, Upshur County Solid Waste Authority Chairperson, appeared before the Commission and provided a review of the “Make It Shine Month” proclamation. The proclamation encourages Upshur County residents to participate in programs such as “Adopt-Highway” and “Adopt-A-Spot” to enhance the health and safety of the community and promotes a cleaner environment. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the Commission to sign the proclamation designating April as “Make It Shine Month” in Upshur County. (copy included)

The Commission recessed at 9:45 a.m.

The Commission reconvened at 10:00 a.m.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the letter to the City of Buckhannon, concerning the unsafe conditions on the Carl Tenney property located at the intersection of Ritchie and Tucker Streets. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized the President to sign the letter of support for Region VII Planning & Development Council for a Transportation Investment Generation Economic Recovery (“TIGER”) grant application to rehabilitate the Appalachian & Ohio Railroad. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the request from the West Virginia Strawberry Festival Association for the use of the plaza area of the Courthouse Complex from May 12 thru 20, 2012 and the use of picnic tables from the Upshur County Recreation Park during that time. (copy included)

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

1. Notification from the Division of Justice and Community Services concerning receipt of request for VOCA Grant funds in the amount of $36,645.00
3. Correspondence concerning a follow up forum regarding the Upshur County Schools Drop-Out Prevention Program on March 29, 2012
4. Correspondence from Jan Harper, Owner-Operator of Hair Nail Express, located on the property at the Upshur County Public Library
5. Home Confinement Report-February 2012
6. Agendas and/or Notice of Meetings:
   • Upshur County Youth Camp Board-March 15, 2012
7. Meeting Minutes and/or Financial Reports:
   • Upshur County Citizens Corp Council- March 14, 2012
8. Meetings:
   • 05/06/12-6:00 p.m.-Hodgesville Public Service District
   • 05/06/12-6:00 p.m.-Elkins Road Public Service District
9. Appointments Needed or Upcoming:

- Buckhannon-Upshur Airport Authority-(Richard Clemens-06/30-12)-City
- Buckhannon-Upshur Health Department-(Dalton Cutright-06/30-12)-City
- Buckhannon-Upshur Parks & Recreation Board-(Richard Edwards-06-30-12)-City
- Buckhannon-Upshur Parks & Recreation Board-(Doug Bush-06-30-12)-Bd. of Education
- Buckhannon-Upshur Parks & Recreation Board-(Joe Fealy-06-30-12)-County
- Buckhannon-Upshur Parks & Recreation Board-(Lauria Reed-06-30-12)-County
- Buckhannon-Upshur Parks & Recreation Board-(Kelly Davis-06-30-13)-County
- James W. Curry Advisory Board-(William A. Parker-06-30-12)-County
- James W. Curry Advisory Board-(Mark Riggs-06-30-12)-County
- James W. Curry Advisory Board-(Amanda Craig-06-30-12)-County
- Elkins Road Public Service District-(Carey Wagner-09-30-12)-County
- Hodgesville Public Service District-(Robert Wright-06-30-12)-County
- Region VII Planning & Development Council-(William A. Parker-12/31-12)-County
- Region VII Planning & Development Council-(Connie Tenney-12/31-12)-County
- Region VII Planning & Development Council-(Sam Nolte-12/31-12)-County
- Region VII Planning & Development Council-(Dr. Pamela Balch-12/31-12)-County
- Region VII Planning & Development Council-(A.G. Trusler-12/31-12)-County
- Upshur County Building Commission-(Richard Ralston II-11-10-12)-County
- Upshur County Civil Service Board-(Terry D. Reed-12-31-12)-County Bar Association
- Upshur County Development Authority-(Sam Nolte-06-30-12)-County
- Upshur County Development Authority-(Dennis Klingensmith-06-30-12)-County
- Upshur County Development Authority-(Dave Thomas-06-30-12)-County
- Upshur County Development Authority-(Emiel Butcher-06-30-12)-County
- Upshur County Development Authority-(Terry D. Reed-06-30-12)-County
- Upshur County Development Authority-(Terry D. Ware-06-30-12)-County
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- UC Enhanced Emergency Telephone Advisory Board-(Rodney Rolenson-06-30-12)
- UC Enhanced Emergency Telephone Advisory Board-(Steve Long-06-30-12)-Fire Service
- Upshur County Fire Board-(Joe Malcolm-06-30-12-2nd Term)-Fire Association
- Upshur County Fire Board-(Ed Beer-06-30-12-1st Term)-County
- Upshur County Library Board-(Dennis Xander-06-30-12)-County or Bd. of Education
- Upshur County Safe Structures & Sites Board-(Jeff Wamsley-06-30-12)-Fire Chief
- Upshur County Safe Structures & Sites Board-(Dr. Ramirez-06-30-12)-County
- Upshur County Safe Structures & Sites Board-(Mary Anne Newman-06-30-12)-County
- Upshur County Solid Waste Authority-(Joyce L. Harris-Thacker-06-30-12)-County
- Upshur County Solid Waste Authority-(Robert Wines-06-30-12)-Soil Conservation District

The Commission approved all invoices for payment. (copy included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
- Tressie O. Andrews-Final Settlement
- Cecelia M. Curry-Final Settlement
- Ina L. Perry-Final Settlement
- Paul Edward Stoner-Final Settlement
- Jacqueline R. Stoner-Final Settlement
- Cosbie R. Fisher-Final Settlement

The Commission approved the following “Exonerations and/or Refunds”: (copy included)
- Earl and Betty Casto-#5013-$109.90
- Robert L. and Mary L. Williams-#5014-$45.96

Steve Linger, E911 Communications Center Director, appeared before the Commission and requested replacement of the French Creek Repeater Tower and reported that the Cleveland Mountain site is available. Mr. Linger was requested to follow up with a complete quote for the Cleveland Mountain site and report back at a future meeting.

Mr. Linger provided a review of Wrecker Dispatch Procedures (copy included) and suggested adding an “inactivity” paragraph to the current policy.

Mr. Linger recommended a change in the employment status of April D. Smith from full time E911 Dispatcher to part time and requested an executive session for discussion. At 10:30 a.m., on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission entered executive session per West Virginia Code 6-9A-4. Present were Donnie R. Tenney, Creed G. Pletcher, JC Raffety, William A. Parker and Steve Linger. No decisions were made in executive session. The Commission returned to open session at 10:50 a.m. Steve Linger was requested to follow up with April Smith and provide additional documentation at the next meeting.

Kelli Babbitt and Dorinda Hall, E911 Dispatchers appeared before the Commission for a discussion on personnel and items regarding working conditions/environment and professional conduct expectations at the workplace and requested an executive session. At 10:55 a.m., on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission entered executive session per West Virginia Code 6-9A-4. Present were Donnie R. Tenney, Creed G. Pletcher, JC Raffety, William A. Parker, Steve Linger, Kelli Babbitt and Dorinda Hall. No decisions were made in executive session. The Commission returned to open session at 12:25 p.m.

The Commission recessed at 12:25 p.m.
The Commission reconvened at 1:25 p.m.

Steve Rawlings, West Virginia Counties Risk Pool (WVCoRP) representative appeared before the Commission and provided a review/status report on programs and services provided by the West Virginia Counties Risk Pool. (copy included)

The Commission met with elected officials and/or department heads, Debbie Thacker Willong, Upshur County Clerk; Melissa Stimeling, Upshur County Circuit Clerk representative and Shelia Adams, Upshur County Sheriff representative and reviewed budget documents for Fiscal Year 2012-2013. After discussion, on motion by JC Raffety seconded by Creed G. Pletcher, the Commission approved and authorized the President to sign the budget proposal as submitted. (copy included)
With no further business, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission meeting adjourned at 2:00 p.m.