The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 24, 2016, at 9:00 a.m. Terry Cutright called the meeting to order. Present were Terry Cutright, Commissioner; JC Raffety, Commissioner; Troy A. Brady, Commissioner; Carrie Wallace, County Administrator; Jeanne Zickefoose, Commission Assistant; 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 discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the regular meeting minutes of March 17, 2016 as submitted.

Terry Cutright advised that the 9:15 a.m. appointment with Ron Watson, Harrison County Commission President has been postponed and Mr. Watson will appear at next week’s meeting.

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the President to sign the FY 2016 Court Security Grant application and related documents in the amount of $31,350 to be used for additional security cameras, card readers and secure office entrances (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the President to sign the FY 2016 Victims of Crime Act (VOCA) Victim Assistance Grant application and related documents in the amount of $33,245 for victim advocate services (copy included).

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the signing of the “Fair Housing Resolution” which designates April 2016 as Fair Housing Month in Upshur County (copy included). The Resolution encourages all citizens to support the practice and policy of fair housing in their personal lives as well as in their work day duties and to discourage discriminatory housing practices.

JC Raffety requested that agenda Item # 4 be tabled due to a scheduled meeting with Mike Taylor, Randolph County Commission President, Ernest George, Chief of Coalton Volunteer Fire Department, JC Raffety, and Carrie Wallace. On motion by JC Raffety, seconded by Troy A. Brady, the Commission approved to postpone sending the “Letter of Support” for the amendment of a “Mutual Aid Agreement between the Coalton Volunteer Fire Department and the Ellamore Volunteer Fire Department, allowing both Departments to respond concurrently during life threatening emergencies” as discussed at the March 10, 2016 Commission meeting.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the signing of the “Certificate of Recognition” of Patrick Ray Light on his achievement in attaining the rank of Eagle Scout (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the President to sign the Groundskeeper Contract between Philip Stanton, DBA Stanton Mowing Service and the Upshur County Commission in the amount of $14,235 effective March 30, 2016 though (approximately) September 30, 2016 depending on weather (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the signing of the budget for Fiscal Year 2016-2017 (copy included).

Carrie Wallace reviewed the WV Code requirements of the bid award procedure regarding Architectural/Engineering Services for the repair/replacement … “of a portion of the metal roof and the tuck point repair”…on the Upshur County Courthouse. Having interviewed representatives for both of the submissions, the Commission agreed that both meet the qualifications to perform the requested work. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved WYK Associates as most qualified and will now begin to negotiate a suitable pricing agreement. Ms. Wallace will follow up with scheduling an appointment with WYK Associates representatives.
Carrie Wallace reviewed the Claws & Whiskers Rescue Foundations’ announcement and request for a Commission donation of pool passes for their 2nd Annual Bingo Fundraiser event (copy included). After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved a donation of 10 (ten) one day pool passes to help fill their “Fun in the Summer” purse for the event. The April 3, 2016 fundraiser will benefit the Lewis Upshur Animal Control Facility.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved an Application for Donated Leave (confidential request-copy on file in the Office of the County Clerk).

Terry Cutright reviewed the following “For Your Information” items (copies included):
1. Correspondence from the West Virginia Development Office regarding the Governor’s proclamation of April 2016 as Fair Housing Month for the State of West Virginia and encouragement for the Upshur County Commission to do the same.
2. Agendas and/or Notice of Meetings: None
3. Meeting Minutes:
   - Adrian Public Service District—February 11, 2016
4. Meetings:
   - 03/01/16-5:30 p.m.-Elkins Road PSD
   - 03/01/16-6:00 p.m.-Hodgesville PSD
   - 03/03/16-7:00 p.m.-Banks District VFD
   - 03/03/16-7:00 p.m.-Selbyville VFD
   - 03/08/16-6:00 p.m.-Buckhannon River Watershed Association
   - 03/08/16-1:00 p.m.- Adrian PSD
   - 03/09/16-7:00 a.m.-Upshur County Development Authority-Executive Board
   - 03/09/16-6:00 p.m.-Buckhannon Upshur Board of Health
   - 03/09/16-12:00 p.m.-Upshur County Senior Center Board
   - 03/09/16-1:30 p.m.-Upshur County Conventions & Visitors Bureau-UCDA Office
   - 03/09/16-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 03/09/16-7:00 p.m.-Warren District VFD
   - 03/10/16-7:30 p.m.-Adrian VFD
   - 03/10/16-3:00 p.m.-Tennerton PSD
   - 03/10/16-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 03/10/16-7:30 p.m.-Buckhannon VFD
   - 03/10/16-4:00 p.m.-B-U Airport Authority—meeting held at Airport
   - 03/14/16-12:00 p.m.-Upshur County Family Resource Network
   - 03/14/16-4:30 p.m.-Upshur County Solid Waste Authority
   - 03/14/16-6:00 p.m.-B-U Recreational Park Advisory Board
   - 03/14/16-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
   - 03/15/16-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 03/15/16-6:30 p.m.-Upshur County Fire Board
   - 03/15/16-5:00 p.m.-Upshur County EETAB
   - 03/15/16-4:00 p.m.-Upshur County Public Library Board
   - 03/16/16-7:00 p.m.-Ellamore VFD
   - 03/16/16-12:00 p.m.-Lewis Upshur LEPC—Lewis location
   - 03/20/16-6:30 p.m.-Upshur County Youth Camp Board
   - 03/20/16-6:00 p.m.-Washington District VFD
   - 03/21/16-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 03/23/16-7:00 a.m.-Upshur County Development Authority
   - 03/23/16-10:00 a.m.-James W. Curry Advisory Board
   - 03/24/16-3:30 p.m.-Upshur County Farmland Protection Board
   - 03/28/16-10:00 a.m.-Mountain CAP of West Virginia, CDC
   - TBA-6:00 p.m.- Upshur County Fire Fighters Association
5. Appointments Needed or Upcoming:
   • Upshur County 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

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders
The Commission approved the following Settlements (copies included):
   • Shirley J. Hamner-Final Settlement Waiver
   • Ralph Webster Wamsley Jack-Final
   • Donna M. Lee-Final Settlement Waiver
   • Ann Marie Marino-Final Settlement Waiver
   • Clifton Carroll “Butch” Starkey, Jr. -Final
   • Betty Joan Wagner-Final

The Commission approved the following “Request to Attend Meeting” (copies included):
   • Carrie Wallace—April 13, 2016

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 11:00 a.m.